

# Michigan Care Improvement Registry (MCIR) Address/General Information Features for Providers

- ❖ All addresses in MCIR are validated against the US Postal Service database.
- ❖ Editing General Information
  - When you first go into a record in MCIR, the person's General Information Screen comes up.
  - To edit their information click on the "Edit" link.

Person: Michigander, Little  
 Birth Date: 01/01/2008  
 Provider: Up-to-Date

**General Information** [Print Help](#) [Home](#) [Exit](#)

[View](#)

Person	Rem/Rcl	Sch/CC	VIM	VFC	My Site	Rpts	Oth
--------	---------	--------	-----	-----	---------	------	-----

Roster Add Imm Add Event Information Status History

**"Edit"**

**Person Information : Edit** **MCIR ID : 10218507326**

Name: Michigander, Little, Tester Birthdate: 01/01/2008 Gender: Female  
 Age: 7 Years 10 Months  
 Resp. Party: Michigander, Mama Jurisdiction: Wayne (82) County Primary Phone:  
 Address: 123456 7TH ST, apt 5 Secondary Phone:  
 WYANDOTTE, MI 48192-2505  
 Country: United States County: Wayne Address Updated: 09/28/2015

- The "Edit Person" screen comes up.

Person: Michigander, Little  
 Birth Date: 01/01/2008  
 Provider: Up-to-Date

**Edit Person** [Print Help](#) [Home](#) [Exit](#)

[View](#)

Person	Rem/Rcl	VIM	My Site	Adm	Rpts	Oth
--------	---------	-----	---------	-----	------	-----

Add/Find Roster Add Imm Information Status History

**Person Information** **MCIR ID : 10218507326**

Legal Last\* Michigander Legal First Little Middle Tester Jr / Sr / ...  
 Birthdate\* 01/01/2008 Gender Female  Multiple Birth

**High Risk Conditions**  
 Influenza Screening Notification

**Responsible Party : Add New**

Mama Michigander 123456 7TH ST, apt 5 WYANDOTTE MI 48192-2505	Wayne	09/28/2015	✓
michigander denver CO	No County	12/08/2014	🗑
Momma Tester 12345 Lover Lane, apt 3 Benton Harbor MI 49022	Berrien	02/21/2014	🗑

**Identifiers**

Medicaid 0000867876  
 Patient ID

**Birth Facility Information**

Name Hospital abc State MI County Eaton

**Medical Home**

Patient Provider Status Active

**MCIR Options**

Person does not receive medical care in Michigan  
 Person is migrant  
 Person has requested the disabling of BMI module

**Additional Information**

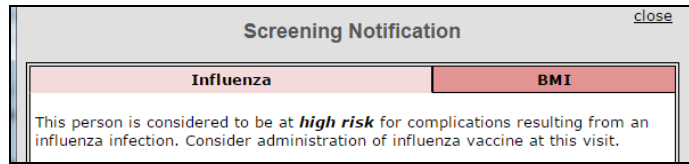
Alias Name: Last First Mother's Maiden Name

Submit Cancel

➤ The following information can be edited on this screen:

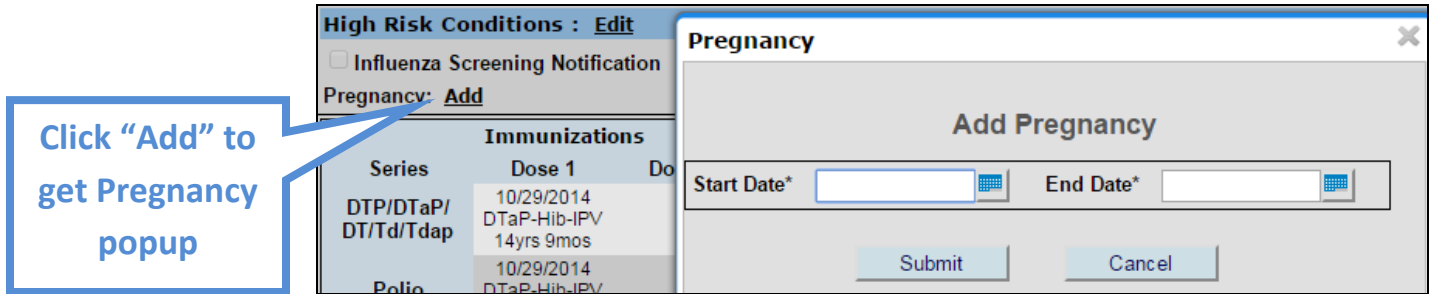
- Influenza Screening Notification

- Activates a popup that appears each time the record is accessed which indicates the patient is considered high risk for influenza.



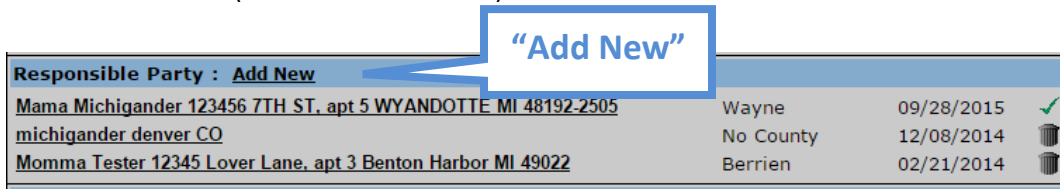
- Pregnancy Status (only shows on applicable records)

- Click "Add" to enter projected pregnancy start and end dates.

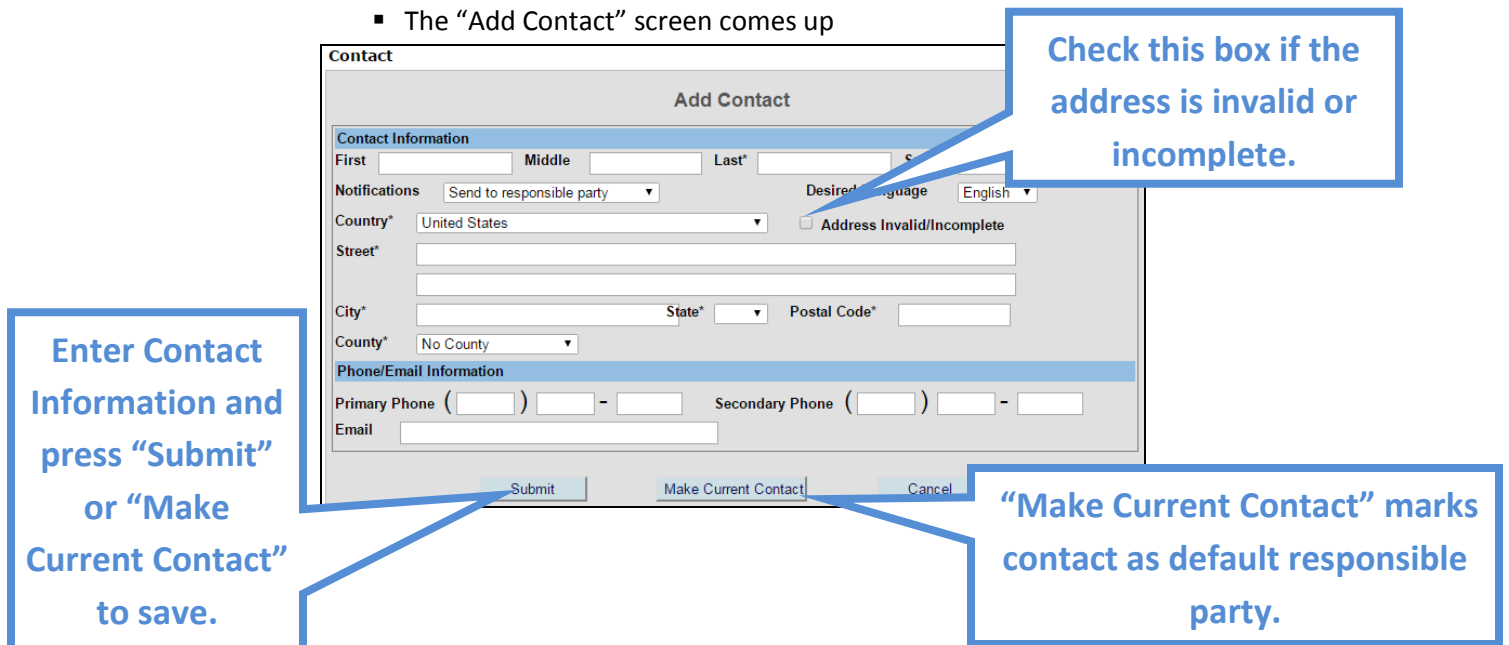


- Responsible Party

- Click "Add New" to add new contact OR to add a new address for an existing contact (leave the old address).



- The "Add Contact" screen comes up

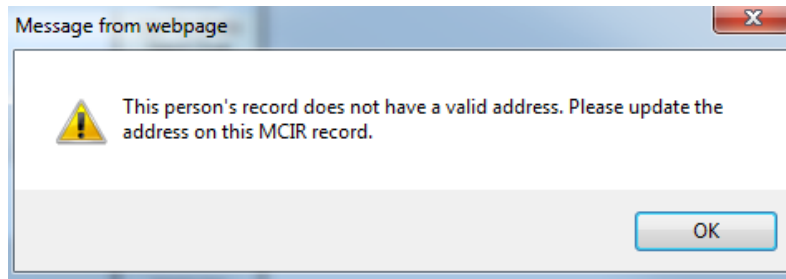


- Address
  - To correct an address in an existing contact, click on the contact. The “Edit Contact” page comes up, which is exactly like the above “Add Contact” popup.

Click to edit.

Responsible Party : Add New			
Mama Michigander 123456 7TH ST. apt 5 WYANDOTTE MI 48192-2505	Wayne	09/28/2015	✓
<u>michigander denver CO</u>	No County	12/08/2014	🗑️
Momma Tester 12345 Lover Lane. apt 3 Benton Harbor MI 49022	Berrien	02/21/2014	🗑️

- If the contact has an invalid/incomplete address a popup will come up when first entering the record.



- Patient ID (your practice’s ID)
  - Birth Facility Information
  - Patient Provider Status (Active or Inactive)
  - If the Patient receive medical care outside of Michigan
  - Migrant Status
  - Disabling of BMI Module
  - Alias name
  - Mother’s Maiden Name
- Once any of this information is updated, remember to click the “Submit” button to save changes.

### Need Assistance? Contact your Regional MCIR Helpdesk!

<b>REGION 1</b>	City of Detroit; Livingston, Macomb, Monroe, Oakland, St. Clair, Washtenaw and Wayne Counties <ul style="list-style-type: none"> <li>▪ 1-888-217-3900</li> </ul>
<b>REGION 2</b>	Allegan, Berrien, Branch, Calhoun, Cass, Hillsdale, Ionia, Jackson, Kalamazoo, Kent, Lenawee, Muskegon, Ottawa, St. Joseph, and Van Buren Counties <ul style="list-style-type: none"> <li>▪ 1-888-217-3901</li> </ul>
<b>REGION 3</b>	Barry, Clinton, Eaton, Gratiot, Ingham, and Montcalm Counties <ul style="list-style-type: none"> <li>▪ 1-888-217-3902</li> </ul>
<b>REGION 4</b>	Bay, Genesee, Huron, Lapeer, Midland, Saginaw, Sanilac, Shiawassee, and Tuscola Counties <ul style="list-style-type: none"> <li>▪ 1-888-217-3903</li> </ul>
<b>REGION 5</b>	Alcona, Alpena, Antrim, Arenac, Benzie, Charlevoix, Cheboygan, Clare, Crawford, Emmet, Gladwin, Grand Traverse, Iosco, Isabella, Kalkaska, Lake, Leelanau, Manistee, Mason, Mecosta, Missaukee, Montmorency, Newaygo, Oceana, Ogemaw, Oscoda, Osceola, Otsego, Presque Isle, Roscommon, and Wexford Counties <ul style="list-style-type: none"> <li>▪ 1-888-217-3904</li> </ul>
<b>REGION 6</b>	Alger, Baraga, Chippewa, Delta, Dickinson, Gogebic, Houghton, Iron, Keweenaw, Luce, Mackinac, Marquette, Menominee, Ontonagon, and Schoolcraft Counties <ul style="list-style-type: none"> <li>▪ 1-888-217-3905</li> </ul>