

How To View Race and Ethnicity on a MCIR Record

Contact your [Regional MCIR Office](#) for additional assistance and training editing person information in the MCIR.

1. Start by logging directly in to the MCIR via [MILogin](#).
2. [Search for a Person](#).
3. On the person's general information screen, click the **Other** tab to the right of Immunizations, (Figure 1).


Person: Person, Test
 Birth Date: 05/30/1940
 Provider: Overdue

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Person	Rem/Rcl	VIM	Imp/Exp	My Site	Adm	Rpts	Oth
Add/Find	Roster	Add Imm	Information	Status	History		

Person Information : Edit				MCI	
Name:	Person, Test	Birthdate:	05/30/1940	Gender:	Male
		Age:	80 Years 8 Months		
Resp. Party:	Person, Test	Jurisdiction:	Ingham (33) County	Primary Phone:	
Address:	333 S Grand Ave Lansing, MI 48933			Secondary Phone:	
Country:	United States	County:	Ingham	Address Updated:	12/22/2021



High Risk Conditions							
<input type="checkbox"/> Influenza Screening Notification <input type="checkbox"/> Potential Lead Exposure (Flint Water)							

Immunizations						Other	
Series	Dose 1	Dose 2	Dose 3	Dose 4	Dose 5	Dose 6+	Status
No Immunizations Given							
Other Administrations							
Series							Status
No Other Administrations Given							
Dispensed Vaccines / Biologics							
Vaccine/Biologic						Date	Age
No Dispensed Vaccines or Biologics Found							
Non-Administered Doses/Positive Immunity							
Series/Antigen	Date		Reason	Entered by			
No Non-Administered Doses/Positive Immunities Found							
Compromised Doses							
Vaccine	Date	Age	Description				
No Compromised Doses Found							
Invalid Doses							
Series/Dose #	Vaccine	Date	Age	Reason			
No Invalid Doses Found							

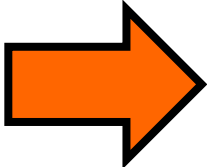
Add to Roster	Unlock Person
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Figure 1

4. Scroll down to the bottom section Additional Information.
5. If the current status displays Race and Ethnicity as Not Reported this means it has not been reported in the MCIR.
6. To report Race and Ethnicity visit [How to Document Race and Ethnicity in the MCIR](#).



Only MCIR users with the role of **Provider User** or **Site Administrator** may edit personal information.



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 Birth Date: 05/30/1940
 Provider: Overdue

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Person	Rem/Rcl	VIM	Imp/Exp	My Site	Adm	Rpts	Oth
Add/Find	Roster	Add Imm	Information	Status	History		

Person Information : Edit		MCIR ID : :	
Name:	Person, Test	Birthdate:	05/30/1940
		Age:	80 Years 8 Months
Gender:	Male		
Resp. Party:	Person, Test	Jurisdiction:	Ingham (33) County
Address:	333 S Grand Ave Lansing, MI 48933	Primary Phone:	
		Secondary Phone:	
Country:	United States	Address Status:	Valid
County:	Ingham	Address Updated:	02/22/2021

High Risk Conditions	
<input type="checkbox"/> Influenza Screening Notification	<input type="checkbox"/> Potential Lead Exposure (Flint Water)

Immunizations	Other				
<table style="width: 100%; border-collapse: collapse;"> <tr> <td>Medicaid:</td> <td>Health Plan:</td> </tr> <tr> <td>Patient ID:</td> <td></td> </tr> </table>	Medicaid:	Health Plan:	Patient ID:		
Medicaid:	Health Plan:				
Patient ID:					

Birth Facility Information		
Name:	State:	County:

MCIR Options		
<input type="checkbox"/> Person does not receive medical care in Michigan		
<input type="checkbox"/> Person is migrant		
<input type="checkbox"/> Person has requested the disabling of BMI module		

Additional Information			
Race 1 (Source:None)	Not Reported	Ethnicity (Source:None)	Not Reported
Mother's Maiden Name:			

Add to Roster	Unlock Person
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Figure 2