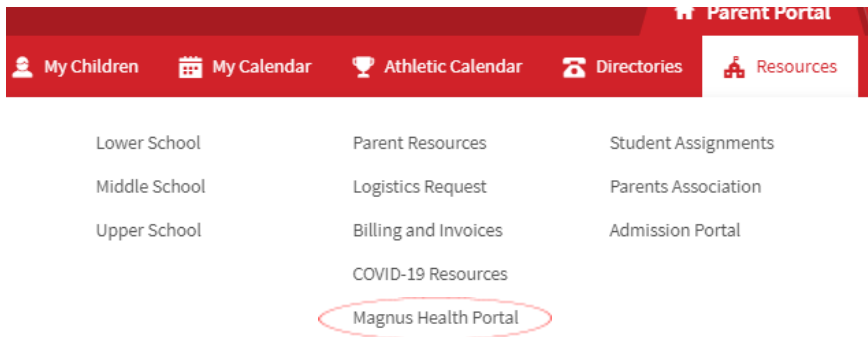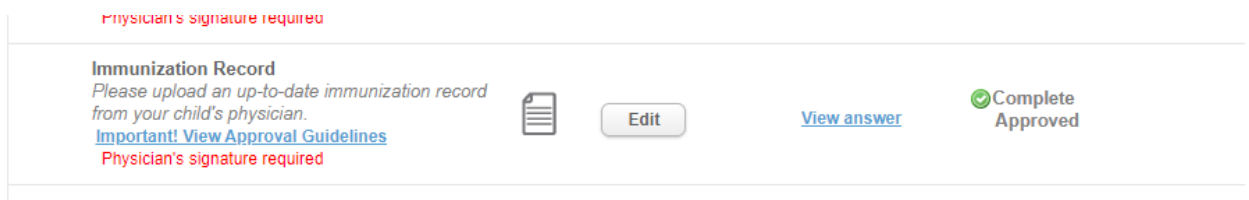**To update your child's immunization record in the MICDS Magnus Health Portal, please follow these instructions:**

1) From the Parent Portal, go to the Magnus Health Portal
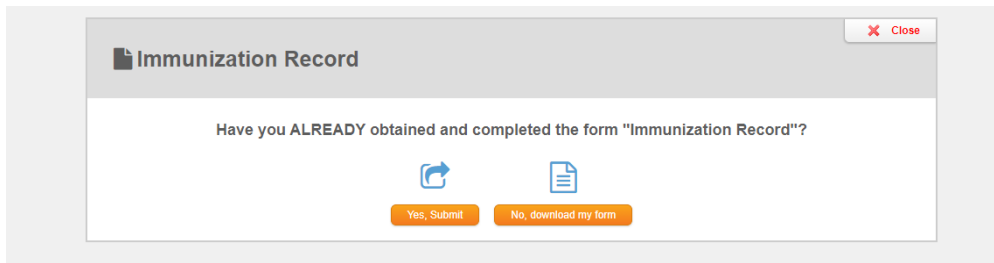

2) Enter your same username and password as the MICDS Parent Portal to enter Magnus.

3) Click on your child's record.

4) *If you have already submitted an immunization record for your child and would like to add additional immunization information (e.g., COVID vaccination card) to that record, scroll down to "Immunization Record" and choose "Edit" and skip tp step 6 on these instructions.*
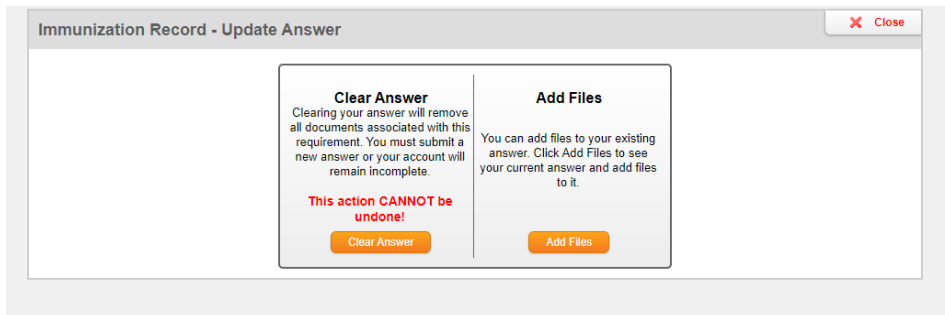

If you have not submitted your child's immunization record yet, scroll down to "Immunization Record" and select "Turn It In"
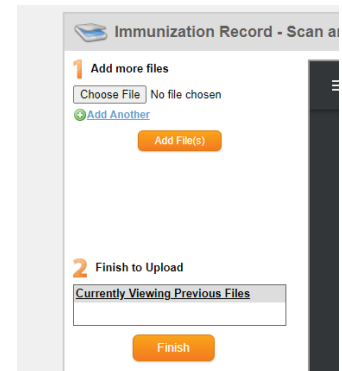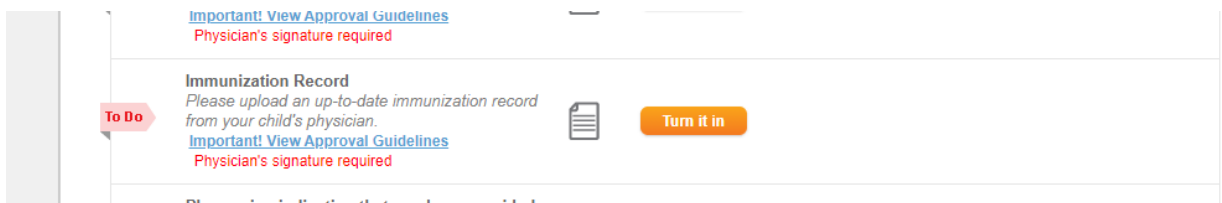
5) Choose "Yes, Submit"

6) On the next screen choose "Add File"

7) Click "Choose file" and select the picture or file you would like to submit to add to the immunization record.

8) Then click "Finish"

If you have any issues, please contact Magnus Health SMR by phone at 877.461.6831 or by email at service@magnushealthportal.com.