

# How To View Race and Ethnicity on a MCIR Record

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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<b>Person</b>	<b>Rem/Rcl</b>	<b>VIM</b>	<b>Imp/Exp</b>	<b>My Site</b>	<b>Adm</b>	<b>Rpts</b>	<b>Oth</b>
<a href="#">Add/Find</a>	<a href="#">Roster</a>	<a href="#">Add Imm</a>	<a href="#">Information</a>	<a href="#">Status</a>	<a href="#">History</a>		

**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:	
		Address S:	
Country: United States	County: Ingham	Address Upd:	12/22/2021

**High Risk Conditions**

Influenza Screening Notification     Potential Lead Exposure (Flint Water)

Immunizations						Other	
Series	Dose 1	Dose 2	Dose 3	Dose 4	Dose 5	Dose 6+	Status
<i>No Immunizations Given</i>							

**Other Administrations**

Series	Status
<i>No Other Administrations Given</i>	

**Dispensed Vaccines / Biologics**

Vaccine/Biologic	Date	Age
<i>No Dispensed Vaccines or Biologics Found</i>		

**Non-Administered Doses/Positive Immunity**

Series/Antigen	Date	Reason	Entered by
<i>No Non-Administered Doses/Positive Immunities Found</i>			

**Compromised Doses**

Vaccine	Date	Age	Description
<i>No Compromised Doses Found</i>			

**Invalid Doses**

Series/Dose #	Vaccine	Date	Age	Reason
<i>No Invalid Doses Found</i>				

Add to Roster
Unlock Person

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](#).

Person: Person, Test  
 Birth Date: 05/30/1940  
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Person	Rem/Rcl	VIM	Imp/Exp	My Site	Adm	Rpts	Oth
<a href="#">Add/Find</a>	<a href="#">Roster</a>	<a href="#">Add Imm</a>	<a href="#">Information</a>	<a href="#">Status</a>	<a href="#">History</a>		

<b>Person Information : Edit</b>		<b>MCIR ID :</b>	
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		Primary Phone:
	Lansing, MI 48933		Secondary Phone:
		Address Status:	Valid
Country:	United States	County:	Ingham
		Address Updated:	02/22/2021

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

<b>Immunizations</b>	<input checked="" type="checkbox"/> Other
Medicaid:	Health Plan:
Patient ID:	

<b>Birth Facility Information</b>		
Name:	State:	County:

<b>MCIR Options</b>		
<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	

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

Add to Roster
Unlock Person

Figure 2



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

