

# Mass Immunizations Reports

The four **Mass Immunizations Reports** that are available will enable the user to print a shot record, create lists of patients seen on a selected date, view detailed patient report, and view lot number summaries. Users need the Mass Immunizations permission in order to have access and be logged in under an organization and/or facility.

## Select Application – Mass Immunizations (if applicable)

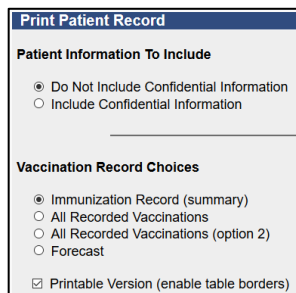
- From the Main Menu click on **Select Application**
- Select **Mass Immunizations**



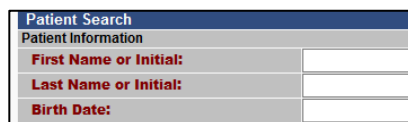
## Reports



**Patient Record** – Allows access to patient immunization record/forecasting immunizations that can be printed.



- Select **Patient, Search/Add**
- Enter the **First Name, Last Name** and **Birth Date**.



- Click **Search**
- After documenting the vaccination, click **Reports** and then **Patient Record**

- Select options and run report

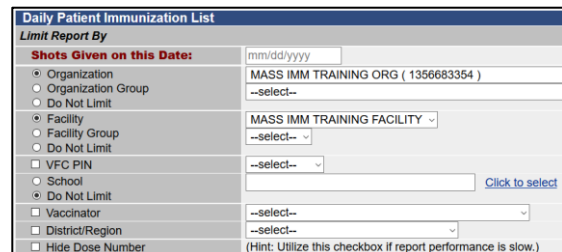
- Patient Information to Include:**

- Do Not Include Confidential Information** – excludes patient address and any confidential vaccinations.
- Include Confidential Information** – includes patient address and any confidential vaccinations.

- Vaccination Record Choices:**

- Immunization Record (summary)** – list of vaccinations by vaccine group
- All Recorded Vaccinations** – list of vaccinations per vaccine type (table view)
- All Recorded Vaccinations (option 2)** – list of vaccinations per vaccine type (non-table view) and forecast
- Forecast of vaccines** – list of all vaccines due with scheduled date

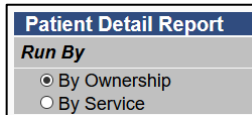
**Daily Patient Immunization List** – provides a list of patients seen on a specific date and other search criteria selected.



- Click **Reports** then **Daily Patient Immunization List**
- Shots Given on this Date** – click the box and a calendar will appear to select the date
- Select any other search criteria desired
- Click **Create Report**

**Patient Detail** – provides a list of patients vaccinated with detailed information based on the search criteria selected. There are several options available, but the more important ones are described below.

1. Select **Run By**



Patient Detail Report	
<b>Run By</b>	
<input checked="" type="radio"/>	By Ownership
<input type="radio"/>	By Service

- **By Ownership** – the report will only provide vaccinations of patients currently “owned” by the clinic
- **By Service** – the report will provide all vaccinations given at the clinic (**Recommend setting**)

2. Select a **Vaccination Date Range**

3. Select **Campaign** and **Tier**

4. Select any other search criteria if desired

5. Click **Create Report**

**Lot Number Summary** – provides a summary of lot numbers administered based on the search criteria selected. There are several options available to setup the report such as:

1. Limit Report By:

- **Report Date Range**
- **Vaccine**
- **Lot Number**

2. Display By:

- **Subtotal by Vaccine**

3. Order By:

- **Lot Number**

4. Click **Create Report**