

Vaccine Usage

MIIC USER GUIDANCE AND TRAINING RESOURCE

This guide describes how to use the Minnesota Immunization Information Connection (MIIC) to generate a vaccine usage report. This report is for users that manage vaccine inventory and add immunization using inventory in MIIC using the inventory functionality in MIIC.

Note: This report only includes doses entered into MIIC using inventory. If your organization submits data manually not using inventory or through electronic data exchange, those clients will not be included in this report.

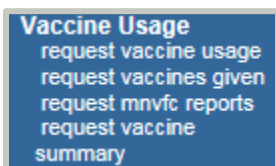
- Getting Started..... 1
- Creating an Vaccine Usage Report..... 1
- Processing and Viewing the Report 2
- Interpreting and Using the Report..... 2

Getting Started

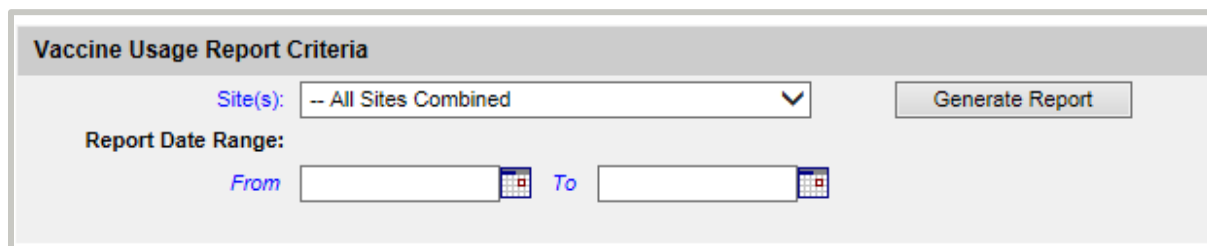
1. Log in to MIIC.
 - A. Go to the [MIIC home page](https://miic.health.state.mn.us) (https://miic.health.state.mn.us).
 - B. Enter your organization code, username, and password. Select “Login.”
 - If you need help, contact your organization’s MIIC administrator or the MIIC Help Desk at health.miichelp@state.mn.us or 651-201-5207.

Creating an Vaccine Usage Report

1. Select “request vaccine usage” under “Vaccine Usage” in the left-side navigation bar.



2. Select your Vaccine Usage Report Criteria:
 - A. **Site(s):** This is a required field. This option will select all immunizations for selected site that were given within the report date range. Default option is “All Sites Combined.”



VACCINE USAGE

B. **Report Date Range:** This is a required field. This option will select all immunizations that were entered into MIIC using inventory within the date range.

- **Note:** If “Report Date Range” is left blank, report will generate with no vaccines. “Report Date Range” should be entered to generate report.

3. Once you are done reviewing and selecting details about your report, select the “Generate Report” button.

Processing and Viewing the Report

1. Once you have selected the “Generate Report” button to create the report, the generated report will appear under the “Vaccine Usage Report Status” section of the page.


Vaccine Usage Request Status				
Report Name	Status	Target From	Target To	
ORG: MIIC. sites broken out	100 %	01/01/2015	04/01/2019	Refresh
				Cancel

2. Select the “Refresh” button until the Status column says **100%**. This may take a few minutes.

3. Select the “Report Name” to view the report.

Interpreting and Using the Report

The vaccine usage report shows all vaccine doses associated with the selected site during a selected time frame. Doses are sorted by vaccine type and trade name.



Report run date: 06/04/2019

Vaccine Usage Report

Vaccination Period: 01/01/2019 to 04/01/2019

Page 1 of 1

Site Name: Erin Test

Group Name	Trade Name	Funding	<1	1	2	3-5	6	7-10	11-12	13-18	19-24	25-44	45-64	65+	Totals	Wasted	Expire	Error
HepA - HepB	Twintix	PUBLIC				1									1		8	
HepB	Recombivax-Peds	PUBLIC	1								1				3		5	
Totals:			1			1					1				4		13	
Client Totals:			1			1					1				4			

Note: If “All Sites Combined” is selected, doses will be combined for all sites. If “All Sites Separately” is selected, doses will be separated by site.

The vaccine usage report displays the following:

1. A report header reflecting general information about your report and the sites it assesses.

VACCINE USAGE

2. A table with:
 - A. The number of doses administered by age range during the vaccination period (aka report date range).
 - B. The total number of doses:
 - **Total:** Doses that were administered
 - **Wasted:** Doses that were wasted
 - **Expired:** Doses that expired
 - **Error:** Doses administered in error
 - Note:** Total wasted, expired, and error columns may not add up correctly to match inventory use. For help with getting this information, contact the MIIC Help Desk.
 - C. **Totals:** The total number of doses administered by age group.
 - D. **Client Totals:** The total number of clients that received vaccinations during the vaccination period (aka report date range).

For help with any of these steps or running this report, contact the MIIC Help Desk at health.miichelp@state.mn.us.

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www.health.state.mn.us/people/immunize/miic

10/20/2020

To obtain this information in a different format, call: 651-201-5207.