# How to Run a Vaccine Eligibility Report

## What is the Vaccine Eligibility Report?

The Vaccine Eligibility Report counts vaccines given or patients seen within a given time frame by your clinic. Age and vaccine group reports are looking at the data slightly differently. For example, a 2-year old got four vaccines at their visit. They are counted once on the vaccine eligibility report by age and four times on the report by vaccine.



Vaccine Eligibility Report
For Dates Between 08/01/2023 and 12/31/2023

Report run on: 02/01/2024 9:46                                Page 1

Organization: ALERT CLINIC 3

| Key: Vaccine Eligibility Code | | |
|---|---|---|
| M - Medicaid, OHP | F - Underinsured, FQHC | L - Locally Owned |
| N - No Insurance | O - Other State Supplied | S - Special Projects |
| A - Am. Indian/AK Native | B - Billable/Not Eligible | NS - Not Specified |

| (Age) | M | N | A | F | O | B | L | S | NS | Total |
|---|---|---|---|---|---|---|---|---|---|---|
| 1-6 | 402 | 3 | 1 | 0 | 0 | 187 | 0 | 0 | 0 | 593 |
| 7-18 | 419 | 4 | 0 | 0 | 0 | 221 | 0 | 0 | 0 | 644 |
| 19+ | 0 | 0 | 0 | 0 | 0 | 25 | 0 | 0 | 0 | 25 |
| Total | 1,050 | 31 | 2 | 0 | 0 | 525 | 0 | 0 | 0 | 1,608 |

Here are three examples of when the Vaccine Eligibility Report is useful.

**Prebooking for flu season**

At the beginning of the year, clinics need to determine how much flu to prebook for the following season. The Vaccine Eligibility Report can help clinics determine how much flu they used last season to create a better estimate.
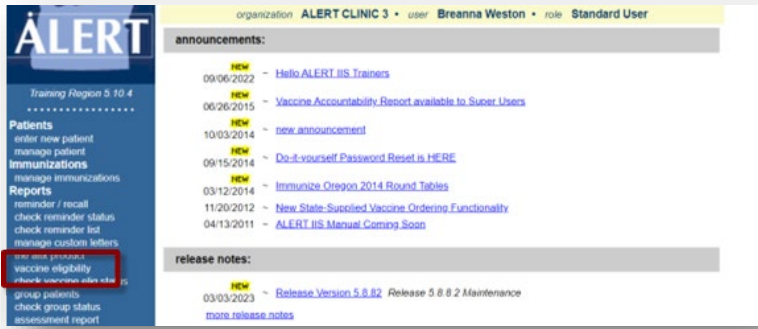
**Back to School and Vaccines**

Children in Oregon are required to have received certain vaccines to attend school unless they receive an exemption. Clinics can be ready for this influx of children looking to receive vaccines by having enough vaccine on hand. The Vaccine Eligibility Report can help clinics determine how much vaccine they used the previous fall and winter.
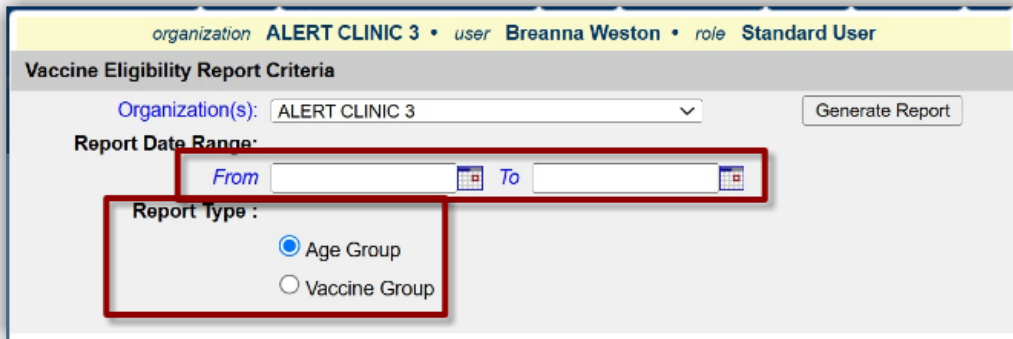
**VFC/VAP Recertification**

At the beginning of the year, all Vaccines for Children (VFC) and Vaccine Access Program (VAP) clinics must recertify to be a part of the state-supplied vaccine programs. Data about the numbers of vaccines given to certain subsets of the clinic's population is requested. The Vaccine Eligibility Report can possibly provide that data.

# To Generate a Vaccine Eligibility Report:

1. Click "vaccine eligibility" under the Reports section of the menu panel.



2. Enter a "From" and "To" date under the Report Date Range using the MM/DD/YYYY format.



3. Choose a type of VFC Report to run. You have two choices:
   a. The Age Group report displays the number of patients by vaccine eligibility and four specific age ranges: < 1 year of age, 1-6 years of age, 7-18 years of age and 19 years and older.



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b. The Vaccine Group report displays counts number of doses by vaccine eligibility and vaccine groups.



Vaccine Eligibility Report
For Dates Between 08/01/2023 and 01/31/2024

Report run on: 02/01/2024 9:48
Organization ALERT CLINIC 3

| Key: Vaccine Eligibility Code | | |
|---|---|---|
| M - Medicaid, OHP | F - Underinsured, FQHC | L - Locally Owned |
| N - No Insurance | O - Other State Supplied | S - Special Projects |
| A - Am. Indian/AK Native | B - Billable/Not Eligible | NS - Not Specified |

| Vaccine | M | N | A | F | O | B | L | S | NS | Total |
|---|---|---|---|---|---|---|---|---|---|---|
| DTPaP | 92 | 1 | 0 | 0 | 0 | 39 | 0 | 0 | 0 | 132 |
| DTPaP-HepB-Polio | 348 | 12 | 1 | 0 | 0 | 144 | 0 | 0 | 0 | 505 |
| DTPaP-Polio | 101 | 0 | 0 | 0 | 0 | 41 | 0 | 0 | 0 | 142 |
| HepA | 217 | 2 | 1 | 0 | 0 | 72 | 0 | 0 | 0 | 292 |
| HepB | 10 | 0 | 0 | 0 | 0 | 5 | 0 | 0 | 0 | 15 |
| Hib | 331 | 9 | 2 | 0 | 0 | 124 | 0 | 0 | 0 | 466 |
| HPV | 185 | 0 | 0 | 0 | 0 | 100 | 0 | 0 | 0 | 285 |

| | | | | | | | | | NS | Total |
|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | 0 | 16 |
| Rotavirus | 291 | 11 | 2 | 0 | 0 | 136 | 0 | 0 | 0 | 440 |
| Td/Tdap | 100 | 2 | 0 | 0 | 0 | 52 | 0 | 0 | 0 | 154 |
| Varicella | 88 | 3 | 0 | 0 | 0 | 32 | 0 | 0 | 0 | 123 |
| Total | 3201 | 78 | 12 | 0 | 0 | 1483 | 0 | 0 | 0 | 4774 |

4. Click the Generate Report button. The report drops into a processing queue.
5. Click Refresh until the statuses are 100%. Next, click on the underlined hyperlink. You will be presented with an Adobe file which contains your report. You can print the document from here. Close the document window to return to the results screen.



organization **ALERT CLINIC 3** • user **Breanna Weston** • role **Standard User**

**Vaccine Eligibility Report Status**                    Refresh

| Report Name | Started | Completed | Status |
|---|---|---|---|
| Eligibility Detail by Vaccine | 12/04/2024 10:02:36 AM | 12/04/2024 10:02:36 AM | 100% |
| Eligibility Detail by Vaccine | 12/04/2024 10:02:34 AM | 12/04/2024 10:02:36 AM | 100% |

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