No Vaccines Received in Last 12 Months Report

Michigan Immunization Quality Improvement

How To: Generate and Retrieve Report in MCIR

This report generates a list of patient names, their date of birth, the most recent vaccine dose date and the current eligible and/or overdue vaccine(s). Patients on this report received their last vaccination dose at your site/practice more than 12 months ago.

The input parameters regarding age cohort and vaccine dose number(s) must be entered by the MCIR user. The data results are assessed by MCIR on the date the report generates.

Figure 1
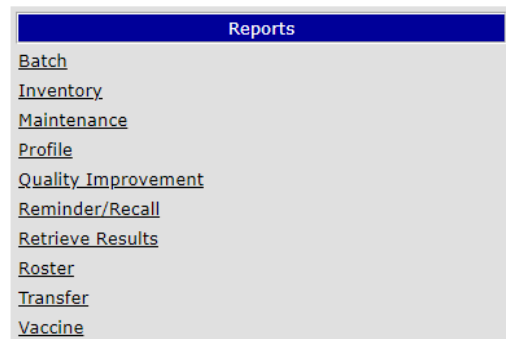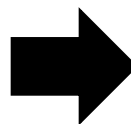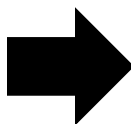
Generate No Vaccines Received in Last 12 Months Report

1. Start at the MCIR Home Screen.

2. In the **Reports** section box select Quality Improvement, (Figure 1).

3. The **Quality Improvement Reporting** screen will display, (Figure 2).

4. Select the No Vaccines Received in last 12 Months.

5. The Quality Improvement Reporting screen allows the option to name your report in the **Name** field, (Figure 2).

6. Select Manual for Type.

7. Select Months or Years for the Age Unit.

8. Enter the 'people of age at least, but not yet of age cohort you wish to assess.

9. Enter the vaccine dose number(s) by replacing the '0' in applicable fields regarding vaccines to be assessed. Enter '999' only when a complete series result is desired.

10. Select **Submit.**

11. You will be automatically directed to the MCIR Home Screen.

Figure 2

Retrieve No Vaccines Received in Last 12 Months Report

1. Start at the MCIR Home Screen.

2. In the **Reports** section box select Retrieve Results.

3. The **Provider Site's Scheduled Results** report screen will display with your report, (Figure 3).

4. The report is immediately ready to open when it displays 'Report Ready'.

5. Select Report to open to view, (Figure 3).

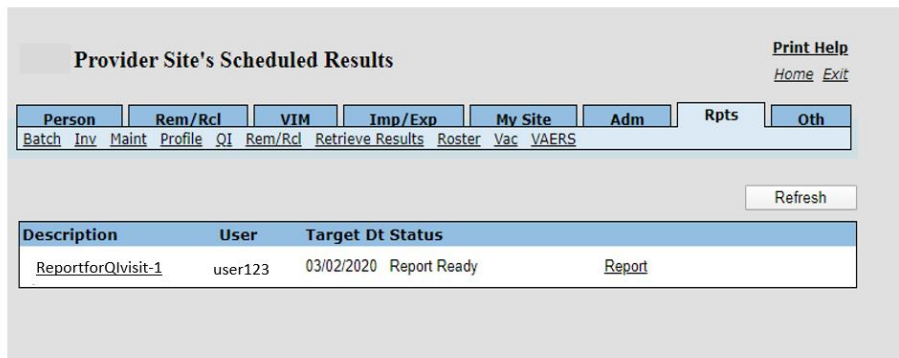6. All reports will display as 'Report has been retrieved' if a MCIR user has opened and viewed the report.

Figure 3

The PDF **No Vaccines Received in the last 12 months Report** will display in a PDF pop up window on your screen, (Figure 4).

View the report in the PDF window or download the report.

The patient first and last name will appear as it is in the MCIR on all generated reports.

Figure 4