

VFC Reports

Purpose of this document

Background: The Wisconsin Immunization Registry (WIR) has several built-in reports for organizations enrolled in the Vaccines for Children (VFC) and Vaccines for Adult (VFA) programs.

Some WIR user roles have access to the VFC panel, which allows them to run VFC reports. The following user role has access to all VFC reports:

- IR Administrator

The following user roles only have access to the Vaccine Accountability Report and the VFC Report:

- IR Inventory Control
- IR School User + Admin

Topics Covered: VFC Report, VFC Billing Extract, Vaccine Accountability Report, VFC Eligibility Report – Dose.

After reviewing this document, you should be able to:

- Understand the purpose of, and information included on, each of the VFC reports.
- Run each of the VFC reports.

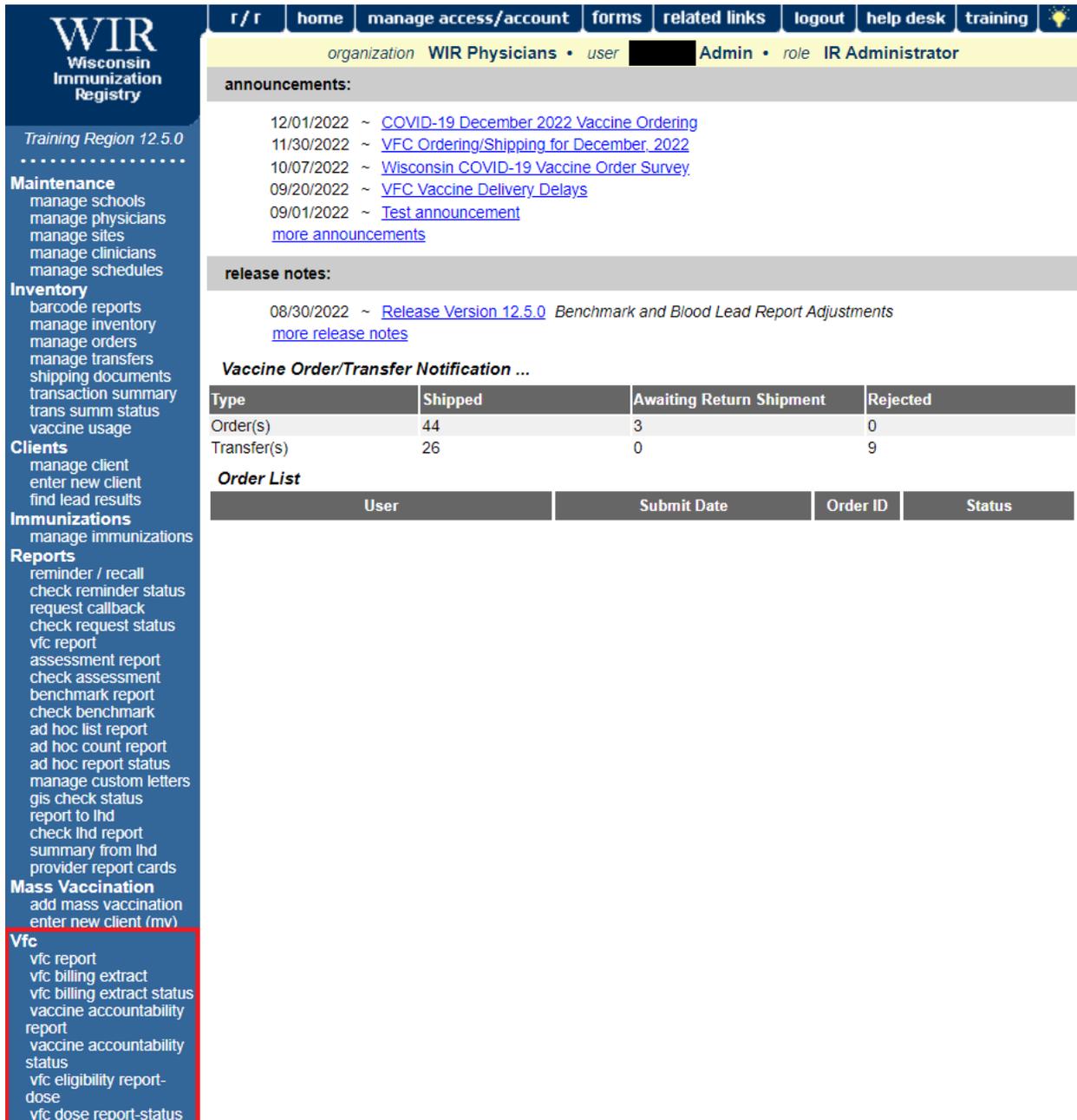
Contents

The VFC section.....	2
VFC vaccine eligibility definitions	4
VFC report.....	5
VFC billing extract	8
Vaccine accountability report.....	14
VFC eligibility report – dose	20

The VFC section

Upon logging in, users will encounter one of two things:

- 1) Single Organization: Users with access to only one organization will see the VFC section displayed on the left menu panel (see below).



WIR
Wisconsin
Immunization
Registry

Training Region 12.5.0

Maintenance
manage schools
manage physicians
manage sites
manage clinicians
manage schedules

Inventory
barcode reports
manage inventory
manage orders
manage transfers
shipping documents
transaction summary
trans summ status
vaccine usage

Clients
manage client
enter new client
find lead results

Immunizations
manage immunizations

Reports
reminder / recall
check reminder status
request callback
check request status
vfc report
assessment report
check assessment
benchmark report
check benchmark
ad hoc list report
ad hoc count report
ad hoc report status
manage custom letters
gis check status
report to lhd
check lhd report
summary from lhd
provider report cards

Mass Vaccination
add mass vaccination
enter new client (mv)

Vfc
vfc report
vfc billing extract
vfc billing extract status
vaccine accountability
report
vaccine accountability
status
vfc eligibility report-
dose
vfc dose report-status

r/r home manage access/account forms related links logout help desk training

organization WIR Physicians • user Admin • role IR Administrator

announcements:

- 12/01/2022 ~ [COVID-19 December 2022 Vaccine Ordering](#)
- 11/30/2022 ~ [VFC Ordering/Shipping for December 2022](#)
- 10/07/2022 ~ [Wisconsin COVID-19 Vaccine Order Survey](#)
- 09/20/2022 ~ [VFC Vaccine Delivery Delays](#)
- 09/01/2022 ~ [Test announcement](#)
- [more announcements](#)

release notes:

- 08/30/2022 ~ [Release Version 12.5.0](#) Benchmark and Blood Lead Report Adjustments
- [more release notes](#)

Vaccine Order/Transfer Notification ...

Type	Shipped	Awaiting Return Shipment	Rejected
Order(s)	44	3	0
Transfer(s)	26	0	9

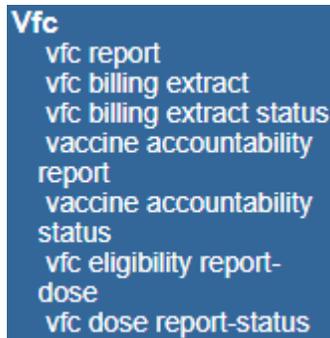
Order List

User	Submit Date	Order ID	Status
------	-------------	----------	--------

- 2) Multiple Organizations: Users with access to more than one organization will need to select the desired organization name from the pick list to access the VFC section.



Once in the selected clinic, the VFC section will be displayed on the left menu panel.



VFC vaccine eligibility definitions

Client Level Eligibility: VFC providers are required to screen all clients to determine their eligibility for VFC vaccines. The category a client falls into based on this screening is referred to as their client level eligibility. To be eligible for VFC, a person must be under the age of 19, and meet one of the following criteria:

- Medicaid/Medicaid eligible
- Uninsured
- American Indian/Alaska Native
- Underinsured

Client level eligibility status is indicated in the Funding Programs/Eligibilities field on the Manage Client screen under the Client Information tab. For instance, the client below is considered VFC-eligible because they are covered by Medicaid.

Personal Information		Save
Last Name	TESTCLIENT	History/Recommend
First Name	ALI	Record Immunization
Middle Name		Reports
Suffix		Cancel
Mother's Maiden Last		
Mother's First Name		
SSN		
Gender	<input type="radio"/> M <input checked="" type="radio"/> F <input type="radio"/> Unknown	
Birth Date	01/01/1990	
County		
Country of Birth	UNITED STATES	
Last Notice	02/26/2024	

Last Updated by: KCW TEST on 02/27/2024

Client Information	Responsible Person(s)	Client Comment(s)
Chart #		Tracking Schedule
Ethnicity		ACIP
Race		Status
Provider-PCP		Allow Sharing of Immunization Data?
School		Yes
		Allow Reminder and Recall Contact?
		Yes
Funding Programs/Eligibilities Eligibility Not Det/Unknown Insured, Vaccine covered No Insurance		Selected Programs/Eligibilities Medical Assistance
Insurance Providers AMERICAN DENTAL PLAN OF WISCONSIN Advocare Atrium Health Plan Inc		Selected Providers

Dose Level Eligibility: Clients may qualify for individual vaccine doses under different VFC eligibility categories. The VFC program requires providers to report dose level eligibility for all vaccines administered to VFC-eligible clients. Within WIR, providers have the flexibility to adjust eligibility on a dose level basis as needed. This means that a client could potentially receive two vaccine doses, each falling under different eligibility categories, during the same visit.

Dose level eligibility is specified for each new immunization recorded on the Add Immunizations screen. In the example below, the client level eligibility at the time of screening indicates the client is Insured, Vaccine Covered. However, while the client’s insurance covers the dose of MMR vaccine, it does *not* cover the dose of the HPV vaccine. In this case, the dose level eligibility for the MMR immunization should remain as Insured, Vaccine Covered, while the dose level eligibility for the HPV immunization should be updated to No Insurance.

New Immunizations (2)

Date Provided: 02/27/2024  Ordering Authority: Doctor, Test MD ▼

Remove	Immunization	Trade Name-Lot Adjuvant (Optional)	Dose	Administered By Dose Eligibility	Body Site Immunization Route
<input type="checkbox"/>	HPV	Gardasil 9\TEST\public ▼	Full ▼	Clinician, Test RN ▼ No Insurance ▼	left arm ▼ intramuscular ▼
<input type="checkbox"/>	MMR	Priorix\Test Lot 345\private ▼	Full ▼	Clinician, Test RN ▼ Insured, Vaccine Covered ▼	right gluteus medius ▼ subcutaneous ▼

OK Cancel

VFC report

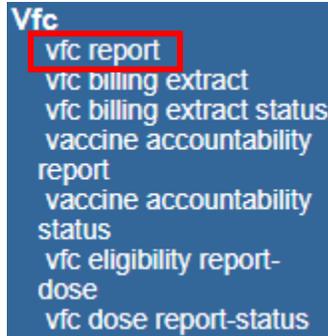
The VFC report:

- Displays the total number of immunizations administered and the number of distinct clients that are vaccinated by your organization, categorized by each client eligibility type within a specified date range.
- Displays client-level eligibility, rather than dose-level eligibility.
- Displays only vaccines administered from the organization’s inventory and does not include any historical immunizations from a client’s record.
- Provides insights into months with notable high or low vaccine volume, enabling providers to make informed decisions regarding VFC vaccine orders for future usage.
- Can be used by providers as a tool for ordering VFC vaccine by running it for the previous year.

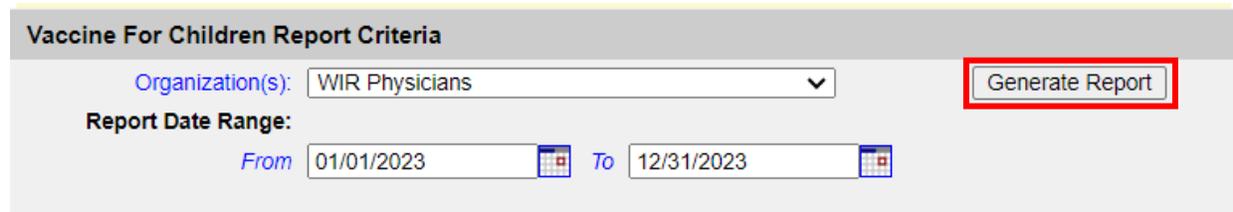
Note:

- **Any changes made to client information on the day the report is generated will not appear in the results until the following day.**
- **WIR retains only one VFC report at a time. Generating a new report will replace the existing one.**

- 1) Navigate to the VFC section on the left menu panel and select **VFC Report**. Those with select access to these reports can also find the VFC Report under the Reports section.



- 2) Select the organization name from the drop-down list.
- 3) Enter a **From** and **To** date for the Report Date Range using the MMDDYYYY format.
- 4) Select the **Generate Report** button.



Vaccine For Children Report Criteria

Organization(s): WIR Physicians

Report Date Range:
From 01/01/2023 To 12/31/2023

Generate Report

- 5) The report will be displayed as a PDF document, which can be viewed either in your web browser or using Adobe Acrobat Reader.
- 6) Example: Run the VFC Report to view the total number of immunizations and distinct clients categorized by eligibility group administered by WIR Physicians between 01/01/2023 and 12/31/2023.
- 7) For this example, set up the criteria as shown above:
 - a) Choose WIR Physicians as the Organization.
 - b) Report Date Range From: 1/1/2023 To: 12/31/2023.
 - c) Select **Generate**.

Vaccines for Children by Provider
For Dates Between 01/01/2023 and 12/31/2023

Report run on: 04/09/2024 02:26 PM

Page 1 of 1

WIR Physicians - 99999100

Age Range	Eligibility Not Det/ Unknown		Insured, Vaccine covered		Medical Assistance, including BadgerCare		No Insurance		Native American/ Alaskan Native		Insurance, No vaccine		Medicare		Sum of Immunizations	Sum of Distinct Client
	Imms	Distinct Clients	Imms	Distinct Clients	Imms	Distinct Clients	Imms	Distinct Clients	Imms	Distinct Clients	Imms	Distinct Clients	Imms	Distinct Clients		
<1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	1	1
Annualize	1	1	0	0	0	0	0	0	0	0	0	0	0	0	1	1
1-6	0	0	2	2	0	0	0	0	0	0	0	0	0	0	2	2
Annualize	0	0	2	2	0	0	0	0	0	0	0	0	0	0	2	2
7-18	0	0	0	0	5	2	0	0	0	0	0	0	0	0	5	2
Annualize	0	0	0	0	5	2	0	0	0	0	0	0	0	0	5	2
19+	1	1	10	6	17	7	2	2	16	2	2	2	1	1	49	21
Annualize	1	1	10	6	17	7	2	2	16	2	2	2	1	1	49	21
Total	2	2	12	8	22	9	2	2	16	2	2	2	1	1	57	

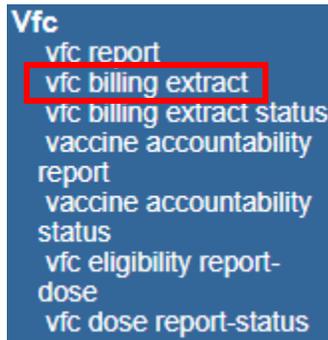
- Distinct Clients refer to the actual number of individuals immunized during the reporting period. Note that a single individual may receive multiple immunizations during one visit, resulting in higher immunization counts.
- The report only displays vaccines administered from the organization's inventory. Historical immunizations are not included in this report.
- Rows in the report categorize immunizations and clients by age *in years*. Clients who receive a vaccination between ages, such as six years and 11 months, will be included in the appropriate age group by year (i.e., 1-6 age group).
- Annualized row: WIR calculates annualized estimates by using actual immunization and client counts in each age group and applying a multiplier, when needed, to estimate the yearly number of immunizations administered and distinct clients immunized. For example, if a report covers just one month, the number in the annualized row will be roughly 12 times the actual counts of that month. In the example above, however, the annualized and age rows are the same because the report was already set to run for a one-year period.
- The columns in the report categorize immunizations and clients by eligibility status.
 - If a vaccine dose is given to a client with multiple eligibilities, it will count in only one column, following this priority list:
 - 1 – Insured, Vaccine Covered
 - 2 – Native American/Alaskan Native
 - 3 – Medical Assistance, Including BadgerCare
 - 4 – Insured, No Vaccine (Underinsured)
 - 5 – Medicare
 - 6 – No Insurance
 - 7 – Eligibility Not Determined/Unknown

VFC billing extract

The VFC Billing Extract/Report is designed to provide a list of clients with immunizations owned or administered by the provider generating the report. The immunization information includes VFC dose-eligibility categories (if present) and the name of the provider site responsible for administering the immunization. Immunizations categorized as 'Historical' by WIR will not be included in the report.

The VFC Billing Extract is accessible to all providers in WIR.

- 1) Navigate to the VFC section on the left menu panel and select **VFC Billing Extract**.



- 3) By default, all items in the right column will be displayed on the report. The items are placed here as a convenience, as they are the ones providers most often need when running a billing report. While it is not recommended to remove any of the pre-determined items, if necessary, select the item and then select the **Remove** button. This will move the item from the right column to the left column and remove the item from displaying on your report.

How would you like the data to be sorted?

	Order:	First-to-Last	Last-to-First
First item to sort on	Dose Eligibility	<input checked="" type="radio"/>	<input type="radio"/>
Second item to sort on	Vaccination date	<input type="radio"/>	<input checked="" type="radio"/>
Third item to sort on	(not sorted)	<input type="radio"/>	<input type="radio"/>

- 4) Select how you would like the report to be sorted from the dropdown lists. This section will allow the user to sort results up to three times and the items will sort in the order selected. (First-to-Last or Last-to-First).
- Note: Sorting the report may increase the time taken to generate it. It is recommended to export the report to Excel and sort the results there instead of in WIR using this sorting function. If that is the plan, leave this section blank.
 - Example: If a user selects Dose Eligibility First-to-Last in the First item to sort on field and Vaccination date from Last-to-First in the Second item to sort on field, the resulting report will be primarily sorted by vaccination dose eligibility in alphabetical order and then by vaccination date in reverse chronological order.

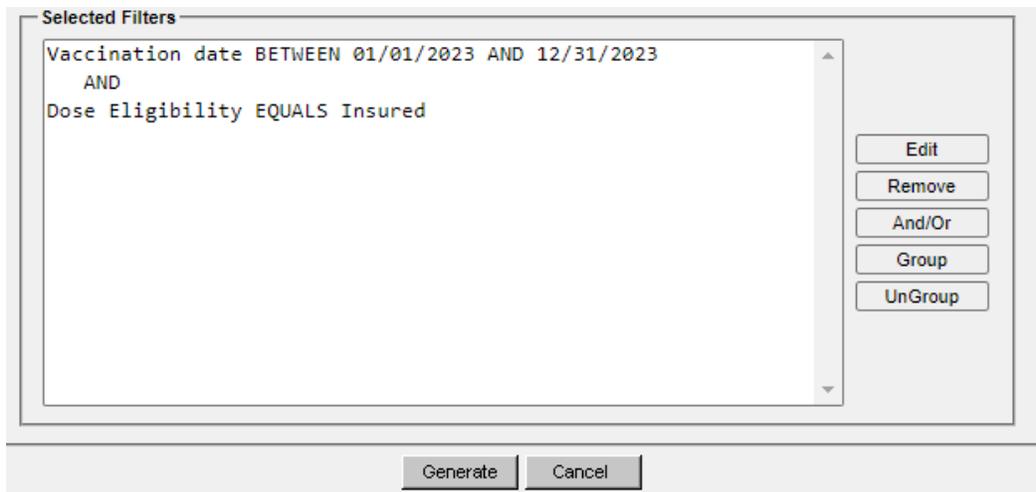
How would you like to filter the data?

Item to filter on	(no filters)		
Comparison			
Value to compare to			
and			

[Add/Save Edit](#)

- 5) Scroll down to the How would you like to filter the data section. Under Item to filter on, select an item that you would like to add as a filter using the drop-down list provided. For this example, the provider is looking for all clients with private insurance who were vaccinated in 2023. They want to double check their records to make sure all were billed appropriately. Therefore, the item to filter on would be Vaccination Date.
- 6) Under Comparison, select a word from the drop-down list that best describes the type of comparison you wish to make. In this example, since they are looking over a timespan, they would choose Between.
- 7) Under Value to compare to, there will be two fields as between is our comparison. A from and to date are needed for our vaccination date filters. The provider is looking at the year 2023, so the date values would be from 1/1/2023 to 12/31/2023.

- 8) Select **Add/Save Edit**.
- 9) For the next filter, since the provider is only interested in those with private insurance, the Dose Eligibility filter is used. The Comparison would be Equals, and the Value to Compare to should be Insured.
- 10) Always select **Add/Save Edit** to move the items to the Selected Filters box.
- 11) Select **Generate** to run the report.



Selected Filters

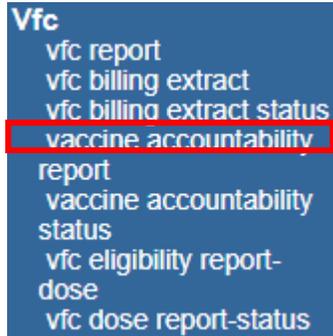
Vaccination date BETWEEN 01/01/2023 AND 12/31/2023
AND
Dose Eligibility EQUALS Insured

Edit
Remove
And/Or
Group
UnGroup

Generate Cancel

- 12) For this example, there is no need to group data, or use the AND/OR toggle as it is a straightforward report. Grouping tends to be needed when looking at two of the same filters at the same time.
 - a. For example, if the provider wanted to find clients who had *either* private insurance or no insurance to make sure both groups were billed correctly, these two lines would need to be grouped together.
 - b. Grouping would ensure that WIR only looked at these two eligibility categories and no other groups when pulling data.
 - c. To group two categories, highlight the two lines to be grouped and select the **Group** button. Parenthesis will appear around the lines showing they are now grouped.
 - d. The AND/OR functionality is also useful when selecting filters. Using the same example, the provider above is not looking for clients who had private insurance AND no insurance. When adding lines to the selected filters box, the default between the lines is and, however sometimes it needs to be changed to Or.
 - e. To change from AND to OR, highlight the word, and select the **And/Or** button. Repeat the process to flip the word back. Now the filters would read that a client should have private insurance OR no insurance, which makes much more sense.
- 13) The VFC Billing Extract Status screen will display.
 - a. Periodically, select the **Refresh** button to check on the progress of the report. You can continue working in other areas of WIR or log out while waiting for the report to complete. **Note: Only one report can be run at a time.**

- b. You may go back to check the status of the report by selecting **VFC Billing Extract Status** under the VFC section.



- c. When the report is complete, you have the option to view either the Summary Report or the Detail Report.
- d. The Summary Report displays a list of sites and the number of clients in each Dose Eligibility category. The Detail report will show all the display categories automatically selected during report setup.

VFC Billing Extract Status Refresh Cancel

Extract Part	Started	Completed	Status	Row Count
Summary Detail	04/17/2024 04:44 PM	04/17/2024 04:44 PM	DONE	12

What would you like to do with this billing extract?
[Export this billing extract detail](#)
[Set up a new billing extract using this as a template](#)

Report 137359

Wisconsin Immunization Registry
Report generated on 04/17/2024
Report generated by Kristin Weber
WIR Physicians

Filter conditions used for this report:

Clients Associated with WIR Physicians
Vaccination date BETWEEN 01/01/2023 AND 12/31/2023
AND
Dose Eligibility EQUALS Insured

Detail Report

Report 137359; Results 1 - 12 of 12

No	Dose Eligibility	Clinic site	Last name	First name	Middle name	Gender	Birth date	Chart number	Vaccination date	Date entered	Vaccine	Trade name	Ordering authority	Administering clinician	Entered/Updated by
1	Insured	Capitol Square	WALTTEST	ANGIE		UNKNOWN	02/05/2021		12/07/2023	12/07/2023	Moderna COVID-19 (6M-5Y)	Moderna COVID-19 (6M-5Y)			Walters, Donte
2	Insured	WIR Physicians	BELL	LILY	ROSE	FEMALE	01/01/1998	1327	12/08/2023	01/03/2024	RSV, mAb, nirsevimab, 100 mg/1mL	BEYFORTUS, 100 mg/1mL			Jackson, Michelle
3	Insured	WIR Physicians	CLIENT	MAI	DEMO	FEMALE	05/04/2000		11/15/2023	11/15/2023	RSV, recombinant, 0.5 mL, PF	Arexvy			Jackson, Michelle
4	Insured	Site 13	BELL	LILY	ROSE	FEMALE	01/01/1998	1327	11/08/2023	11/08/2023	Tdap	Boostrix	Donovan, Claudia		Jackson, Michelle
5	Insured	WIR Physicians	TESTRAY	GEORGE		UNKNOWN	01/01/2020	123456789	01/12/2023	01/12/2023	Influenza	Flu-Immune			Ray, George
6	Insured	WIR Physicians	MERGER	CANAGA	A	FEMALE	01/01/2001	130085	10/24/2023	10/24/2023	RSV, recombinant, 0.5 mL, PF	Arexvy			Jackson, Michelle

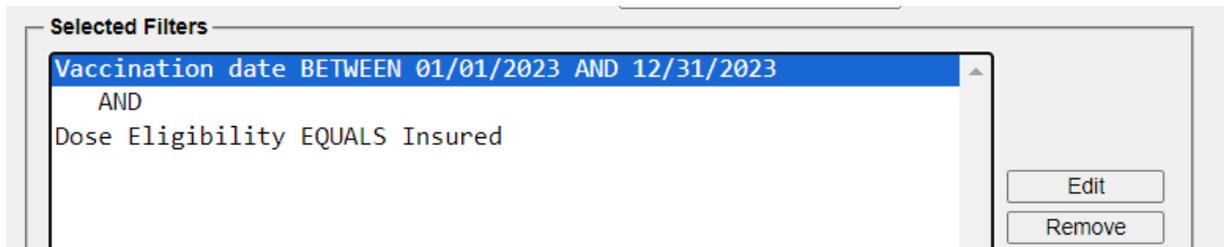
Summary Report

	Insured
Capitol Square	1
Site 13	3
WIR Physicians	8
Total	12

- 14) If a provider needs to run the VFC Billing Extract monthly, it is possible to use the completed report as a template month after month.
- When it is time to run the next report, go to VFC Billing Extract Status and last month's report will still be there.
 - Near the top right of the screen, select the following link:

[Set up a new billing extract using this as a template](#)

- After clicking the link, the most recent report setup screen will show. If this report is only run monthly, last month's report will display. Many times, only the dates will need to be updated.
- To update one of the filters, highlight the line and select the **Edit** button.



Selected Filters

Vaccination date BETWEEN 01/01/2023 AND 12/31/2023
AND
Dose Eligibility EQUALS Insured

Edit
Remove

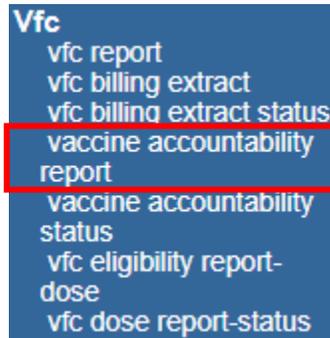
- Next go back up to the Value to Compare to filter and update the From and To dates to the appropriate values.
When the new filter line is correct, select **Add/Save Edit** and the new line will take the place of the current line in the selected filters box.
- Once all the lines below in the selected filters box are correct, Select **Generate**.
- Using this template feature can be very helpful with billing reports that have multiple filters that are lengthy to set up.

Vaccine accountability report

The vaccine accountability report:

- Provides details about inventory transactions for non-Influenza vaccines recorded in WIR within a selected time period. Two reports, a summary, and a detailed report, are available.
 - Summary Report columns include:
 - VFC PIN.
 - Organization Name.
 - Site Name.
 - Vaccine Group.
 - Starting Inventory for each vaccine group.
 - Types of inventory transactions including:
 - Doses received.
 - Doses reported.
 - Doses expired.
 - Doses spoiled.
 - Doses wasted.
 - Doses transferred out.
 - Ending Inventory for each vaccine group.
 - Accounted For Doses.
 - Accounted For Percentage.
 - Detailed Report columns:
 - Include all summary report columns.
 - Exclude Organization Name.
 - Add vaccine Lot ID.
 - Generates reports for your organization.
 - Single organization: Both a Summary and Detail report are created.
 - Multiple organizations: Only a Summary report is created.
 - Helps providers reconcile monthly inventory. The desired Accounted for Percentage is 100% for each vaccine group listed.
 - Assists in resolving vaccine discrepancies when the provider is unsure where the error occurred. Often providers will discover the error within the Types of Inventory Transactions listed.

1) Select **Vaccine Accountability Report** under the VFC section of the menu panel.



2) The Vaccine Accountability Report Request screen will display.

Vaccine Accountability Report Request

Begin Date End Date

Select Accountability for Organization

Select Individual Organization

Organization Name

Selected Organizations

Add > Add All >> < Remove << Remove All

Select Type of Vaccine:

State-Supplied Privately Purchased Both

If Individual Organization option is chosen and only one Org is selected, in addition to the Summary Report that shows Accountability by Vaccine Group, a Detail Report will be available that shows accountability by organization site, individual lot numbers, sorted by Vaccine Group. The Detail Report will not be available if more than one Organization is selected.

Report Name:

Generate Cancel

- 1) Select a **Begin Date** and an **End Date** for the report using the drop-down lists.
 - a. For a report covering a single month: The Begin Date and End Date selections should be the same. For example, the report below is for January 2024 only.

Begin Date End Date

- b. For a report spanning multiple months: The End Date selection should be set for a subsequent month. For example, the report below is for December 1, 2023-January 31, 2024.

Begin Date End Date

- 2) Select **Accountability for Organization**:
 - a. If you have access to only one organization, your organization's name will automatically appear in the Selected Organizations box on the right.
 - b. If you have access to more than one organization, select each organization to be included on the report by highlighting each Organization Name in the left column and then select the **Add** button to move it to the Selected Organizations box on the right.
 - c. To remove a selected organization, highlight it under Selected Organizations and select the **Remove** button.

Select Accountability for Organization

Select Individual Organization

Organization Name		Selected Organizations
Central City Hospital	<input type="button" value="Add >"/> <input type="button" value="Add All >>"/> <input type="button" value="< Remove"/> <input type="button" value="<< Remove All"/>	WIR Physicians
Division of Public Health		
KCW TEST		
WIR School		

- 3) Select **Type of Vaccine**:
 - a. Specify whether the report should cover State-Supplied, Privately Purchased, or Both types of vaccines.
 - b. The type is determined by the type entered on the vaccine lot in WIR inventory under the Funding Program field.

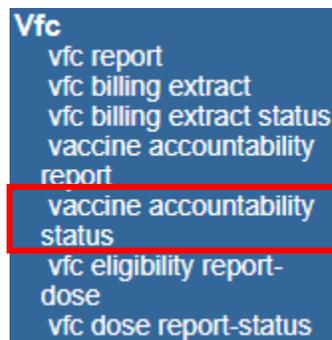
Select Type of Vaccine:

State-Supplied Privately Purchased Both

- 4) Enter a name for the report in the Report Name field.
- 5) Select the **Generate** button at the bottom of the screen to generate the report.
- 6) The Accountability Report Status screen will display.

Accountability Report Status							Refresh	Cancel
Report Name	VFC PIN	Vaccine Type	Begin Date	End Date	Status	Summary Report	Detail Report	
Report 1	987788	State-Supplied	December 2023	January 2024	Queued	Report 1 40% Queued	Report 1 Detail Queued Queued	

- a. Periodically select the **Refresh** button to check on the progress of the report. You may continue working in other areas of WIR or log out while waiting for the report to complete.
- b. You may go back to check the status of the report by selecting **Vaccine Accountability Status** under the VFC section.



- c. When the report is complete, you have the option to export either the Summary Report or the Detail Report in PDF (.pdf) or Excel (.xls) file format.

Accountability Report Status							Refresh	Cancel
Report Name	VFC PIN	Vaccine Type	Begin Date	End Date	Status	Summary Report	Detail Report	
Report 1	987788	State-Supplied	December 2023	January 2024	100%	Report 1 PDF EXCEL	Report 1 Detail PDF EXCEL	

7) Example: A PDF file of a Summary Report may be displayed in your web browser or in Adobe Acrobat Reader.

This summary report breaks the information down by org name, site name, and then vaccine group. The final column shows the Accounted for Percentage. The goal is to account for 100% of the vaccines on each row of the report that contains inventory.

Wisconsin
Immunization
Registry

Vaccine Accountability Report - WIR Physicians

Wisconsin
Vaccines for
Children

Report Timeframe: December 2023 - January 2024

Report Date: 02/28/2024

Funding Source: State-Supplied

This report only reflects data reported to WIR during the report timeframe and does not include influenza vaccine.

Page 1 of 4

Accountability Data By Vaccine Group

VFC Pins	Organization Name	Site Name	Vaccine Group	Starting Inventory	+ Doses Received	- Doses Reported	- Doses Expired	- Doses Spoiled	- Doses Wasted	- Doses Transferred Out	+ Ending Inventory	Accounted for Doses	Accounted for %
No Pin	WIR Physicians	72595 Site 1	DTP/aP	0	0	0	0	0	0	0	0	0	0.00%
Site Total	WIR Physicians	72595 Site 1		0	0	0	0	0	0	0	0	0	0.00%
009901	WIR Physicians	Adam Test Site	TickBorne Enceph	20	0	0	0	0	0	0	20	20	100.00%
Site Total	WIR Physicians	Adam Test Site		20	0	0	0	0	0	0	20	20	100.00%
No Pin	WIR Physicians	Ag Site	DTP/aP	117	0	0	0	0	0	0	117	117	100.00%
Site Total	WIR Physicians	Ag Site		117	0	0	0	0	0	0	117	117	100.00%
963369	WIR Physicians	Badger Clinic	COVID-19	100	0	0	0	0	0	-25	75	100	100.00%
963369	WIR Physicians	Badger Clinic	Pertussis/Tdap-Td	265	0	0	0	0	10	-25	240	255	96.23%
963369	WIR Physicians	Badger Clinic	DTP/aP-HepB-Polio	949	0	0	-949	0	0	0	0	949	100.00%
963369	WIR Physicians	Badger Clinic	DTP/aP-Hib-Polio	28	0	0	0	0	0	0	28	28	100.00%
Site Total	WIR Physicians	Badger Clinic		1,342	0	0	-949	0	10	-50	343	1,332	99.25%

- 8) Example: The Detail Report opened in Excel below provides a break down by site name, vaccine group, and specific lot number. Note: You may need to check your browser's downloads folder or the bottom of the browser window for a link to this file.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	Vaccine Accountability Detail Report - WIR Physicians													
2	Report Timeframe: December 2023 - January 2024				Report Date: 02/28/2024				Funding Source: State-Supplied					
3	<i>This report only reflects data reported to WIR during the report timeframe and does not include influenza vaccine.</i>													
4	Detailed Accountability Data by Vaccine Group and Lot Number													
6	VFC Pins	Site Name	Vaccine Group	Lot ID	Starting Inventory	+ Doses Received	- Doses Reported	- Doses Expired	- Doses Spoiled	- Doses Wasted	- Doses Transferred Out	+ Ending Inventory	Accounted for Doses	Accounted for %
7	~No Pin	72595 Site 1	DTP/aP	KHTEST	0	0	0	0	0	0	0	0	0	0.00%
8	~No Pin	72595 Site 1	DTP/aP	ALL	0	0	0	0	0	0	0	0	0	0.00%
9	~No Pin	72595 Site 1	ALL	ALL	0	0	0	0	0	0	0	0	0	0.00%
10	009901	Adam Test Site	TickBorne Enceph	0.25 Tico	10	0	0	0	0	0	0	10	10	100.00%
11	009901	Adam Test Site	TickBorne Enceph	0.5 Tico	10	0	0	0	0	0	0	10	10	100.00%
12	009901	Adam Test Site	TickBorne Enceph	ALL	20	0	0	0	0	0	0	20	20	100.00%
13	009901	Adam Test Site	ALL	ALL	20	0	0	0	0	0	0	20	20	100.00%
14	~No Pin	Ag Site	DTP/aP	13135	117	0	0	0	0	0	0	117	117	100.00%
15	~No Pin	Ag Site	DTP/aP	ALL	117	0	0	0	0	0	0	117	117	100.00%
16	~No Pin	Ag Site	ALL	ALL	117	0	0	0	0	0	0	117	117	100.00%
17	963369	Badger Clinic	COVID-19	spikepantest99	100	0	0	0	0	0	-25	75	100	100.00%
18	963369	Badger Clinic	COVID-19	ALL	100	0	0	0	0	0	-25	75	100	100.00%

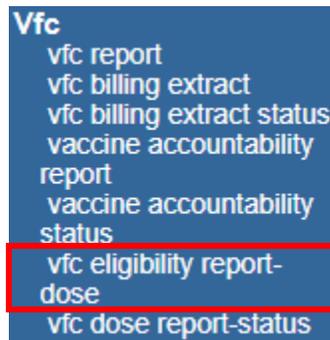
VFC eligibility report – dose

The VFC eligibility report – dose:

- Details the number of doses administered by an organization for each dose level eligibility type (i.e., insured, Medicaid, uninsured, etc.) within a specified date range.
- Displays dose-level eligibility, as opposed to client-level eligibility.
- Only produces data for vaccines administered from an organization’s inventory, excluding historical immunization data.
- Displays 0 for all values if a selected organization has no transaction data within the specified date range.

Note: Clients whose information is added or changed on the day the report is run will not appear in the results until the following day.

1) Select **VFC Eligibility Report - Dose** under the VFC section of the menu panel.



- 2) Select the **Site** from the drop-down list. You also have the option to select **All sites combined** from this drop-down.
- 3) Enter a **From** and **To** date under the Report Date Range using the MMDDYYYY format.
- 4) Select the **Generate Report** button.



A screenshot of a web form titled 'Vaccine For Children Dose Level Report Criteria'. The form has a light gray background. It contains the following fields: 'Organization: WIR Physicians', 'Sites: Capitol Square' (with a dropdown arrow), 'Report Date Range: From 01/01/2022 To 12/31/2022' (with calendar icons), and a 'Generate Report' button highlighted with a red rectangular border.

9) The **Check Report Status** screen will display.

Check Report Status

Refresh
Cancel

Name	Started	Completed	Status
vfcDose-170913821176896151	02/28/2024 10:36 AM		Queued

Depending on the size of the reports, it may take a moment before it is displayed on this status screen.

- a. Periodically, select the **Refresh** button to monitor the progress of the report. You can continue working in other areas of WIR or log out while waiting for the report to complete.
- b. You may go back to check the status of the report by selecting **VFC Dose Report-Status** under the VFC section.

Vfc

- vfc report
- vfc billing extract
- vfc billing extract status
- vaccine accountability report
- vaccine accountability status
- vfc eligibility report-dose
- vfc dose report-status

- c. When the report is complete, select the name of the report, which appears as a blue underlined link.

Check Report Status

Refresh
Cancel

Name	Started	Completed	Status
VFC Dose - WIR Physicians : Capitol Square for 01/01/2022 to 12/31/2022	02/28/2024 10:36 AM	02/28/2024 10:36 AM	Done

Depending on the size of the reports, it may take a moment before it is displayed on this status screen.

10) The report is displayed as a PDF document, which is accessible either in your web browser or in Adobe Acrobat Reader.

reportRetriever.do
1 / 1 | 100% +

Vaccines for Children by WIR Physicians - Capitol Square - 990120
For Dates Between 01/01/2022 and 12/31/2022
Report run on: 02/28/2024 10:36 AM

	Medicaid		BadgerCare		SCHIP		American Indian/ Alaska Native		FQHC (Under-Insured)		No Insurance	
	Imms	Distinct Clients	Imms	Distinct Clients	Imms	Distinct Clients	Imms	Distinct Clients	Imms	Distinct Clients	Imms	Distinct Clients
<1 Year	0	0	0	0	0	0	0	0	0	0	0	0
Annualized	0	0	0	0	0	0	0	0	0	0	0	0
1-6 Years	0	0	0	0	0	0	0	0	0	0	0	0
Annualized	0	0	0	0	0	0	0	0	0	0	0	0
7-18 Years	1	1	0	0	0	0	0	0	0	0	0	0
Annualized	1	1	0	0	0	0	0	0	0	0	0	0
19+ Years	0	0	0	0	0	0	0	0	0	0	0	0
Annualized	0	0	0	0	0	0	0	0	0	0	0	0
Total	1	1	0	0	0	0	0	0	0	0	0	0

Example: Run a VFC Dose Eligibility Report to view the total number of immunizations and distinct clients by eligibility group administered by All Sites under WIR Physicians between 01/01/2022 and 12/31/2022.

Vaccines for Children by WIR Physicians - ALL SITES COMBINED
For Dates Between 01/01/2022 and 12/31/2022
Report run on: 02/28/2024 10:38 AM

	Medicaid		BadgerCare		SCHIP		American Indian/ Alaska Native		FQHC (Under-Insured)		No Insurance	
	Imms	Distinct Clients	Imms	Distinct Clients	Imms	Distinct Clients	Imms	Distinct Clients	Imms	Distinct Clients	Imms	Distinct Clients
<1 Year	0	0	0	0	0	0	0	0	0	0	0	0
Annualized	0	0	0	0	0	0	0	0	0	0	0	0
1-6 Years	2	1	0	0	0	0	5	1	0	0	0	0
Annualized	2	1	0	0	0	0	5	1	0	0	0	0
7-18 Years	9	6	0	0	0	0	0	0	2	1	0	0
Annualized	9	6	0	0	0	0	0	0	2	1	0	0
19+ Years	5	3	0	0	0	0	3	3	0	0	1	1
Annualized	5	3	0	0	0	0	3	3	0	0	1	1
Total	16	10	0	0	0	0	8	4	2	1	1	1

	Medicare		Insured, Vaccine covered		Eligibility Not Det/Unknown		Sum of Immunizations	Sum of Distinct Clients
	Imms	Distinct Clients	Imms	Distinct Clients	Imms	Distinct Clients		
<1 Year	0	0	0	0	0	0	0	0
Annualized	0	0	0	0	0	0	0	0
1-6 Years	0	0	0	0	1	1	8	2
Annualized	0	0	0	0	1	1	8	2
7-18 Years	0	0	0	0	0	0	11	7
Annualized	0	0	0	0	0	0	11	7
19+ Years	0	0	21	14	26	8	56	28
Annualized	0	0	21	14	26	8	56	28
Total	0	0	21	14	27	9	75	37
Grand Total								

- The report displays results by eligibility category (columns) and age in years (rows).
- Each eligibility category is broken down into the total number of immunizations administered, as well as the total number of distinct clients. Each age category is displayed by both the date range selected and as an annualized number.
 - Distinct Clients refer to the actual number of individuals immunized during the reporting period. Note that a single individual may receive multiple immunizations during one visit, resulting in higher immunization counts, while the distinct client number remains the same.
 - WIR calculates annualized estimates by using actual immunization and distinct client counts in each age group and applying a multiplier, when needed, to estimate the yearly number of immunizations administered and distinct clients immunized. For example, if a report covers just one month, the number in the annualized row will be roughly 12 times the actual counts of that month.

- The last two columns provide sums of both immunizations and distinct clients for each age category, as well as the grand total of immunizations and distinct clients within all age groups in the selected time period. Annualized numbers are not considered in calculating the grand total.