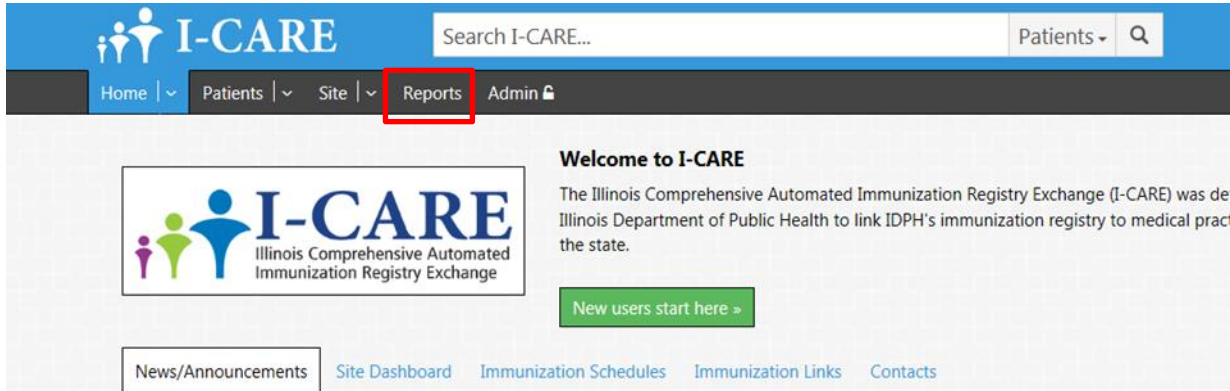


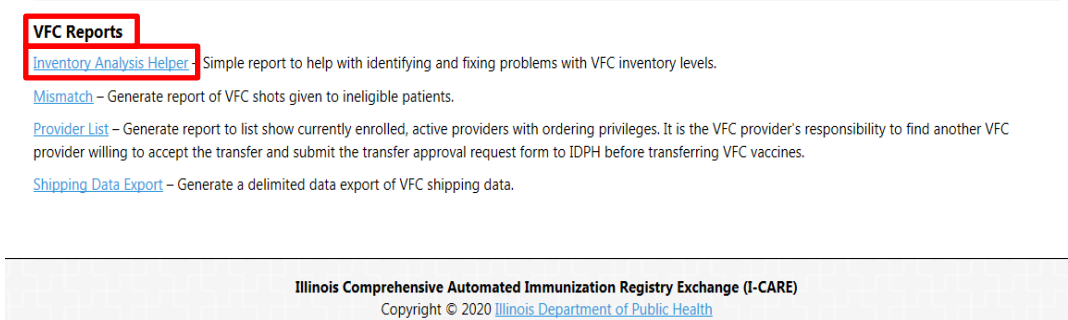
Instruction for Generating Inventory Analysis Helper Report

Step 1: Log into I-CARE.

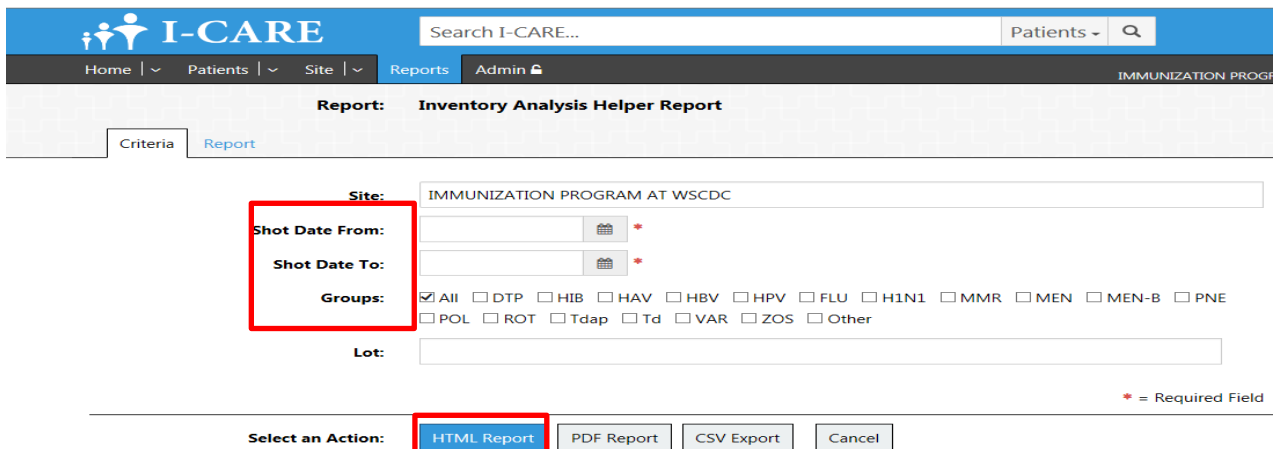
Step 2: Click on “Reports” from the menu at the top of your screen.



Step 3: Scroll down to “VFC Reports” and click “Inventory Analysis Helper”



Step 4: Complete criteria and next to “Select an Action:” click “HTML Report”, “PDF Report”, or “CSV Export”* to generate “Inventory Analysis Helper Report”*



*HTML generates in the browser, PDF generates an adobe PDF, and CSV generates an excel file

Step 5: The Inventory Analysis Helper Report will generate any errors that have occurred inputting doses into the state of Illinois Immunization registry.

Report: Inventory Analysis Helper Report

[Criteria](#) [Report](#)

Report Actions:

[PDF Report](#) [CSV Export](#)

Inventory Analysis Helper Report

Site: IMMUNIZATION PROGRAM AT WSCDC
VFC Pin: C05000
Shot Date Range: 5/1/2019-1/16/2020
Report Date: 1/16/2020 12:11 PM



Bad Lot Number

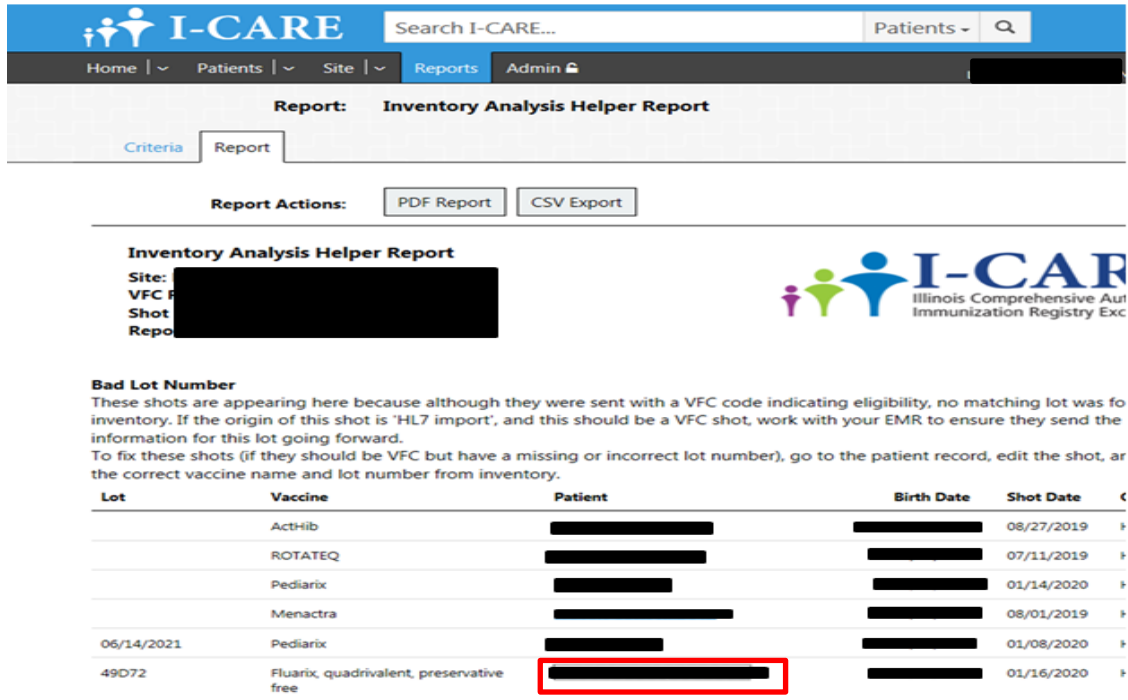
These shots are appearing here because although they were sent with a VFC code indicating eligibility, no matching lot was found in inventory. If the origin of this shot is 'HL7 import', and this should be a VFC shot, work with your EMR to ensure they send the correct information for this lot going forward. To fix these shots (if they should be VFC but have a missing or incorrect lot number), go to the patient record, edit the shot, and choose the correct vaccine name and lot number from inventory.

Lot	Vaccine	Patient	Birth Date	Shot Date	Origin_Code
-----	---------	---------	------------	-----------	-------------

Correcting Inventory Analysis Helper (IAH) Report errors

To fix these shots go to the patient record, edit the shot, and change the dose to reflect the correct name, lot number, and the patients VFC eligibility status.

1. Click patient name



I-CARE Search I-CARE... Patients - Q

Home | Patients | Site | Reports Admin

Report: **Inventory Analysis Helper Report**

Criteria Report

Report Actions: PDF Report CSV Export

Inventory Analysis Helper Report
Site: [REDACTED]
VFC P: [REDACTED]
Shot: [REDACTED]
Repo: [REDACTED]

Bad Lot Number
These shots are appearing here because although they were sent with a VFC code indicating eligibility, no matching lot was found in inventory. If the origin of this shot is 'HL7 import', and this should be a VFC shot, work with your EMR to ensure they send the information for this lot going forward.
To fix these shots (if they should be VFC but have a missing or incorrect lot number), go to the patient record, edit the shot, and enter the correct vaccine name and lot number from inventory.

Lot	Vaccine	Patient	Birth Date	Shot Date
	ActHib	[REDACTED]	[REDACTED]	08/27/2019
	ROTATEQ	[REDACTED]	[REDACTED]	07/11/2019
	Pediarix	[REDACTED]	[REDACTED]	01/14/2020
	Menactra	[REDACTED]	[REDACTED]	08/01/2019
06/14/2021	Pediarix	[REDACTED]	[REDACTED]	01/08/2020
49D72	Fluarix, quadrivalent, preservative free	[REDACTED]	[REDACTED]	01/16/2020

2. Verify Patients "VFC Status"* in the "Patient" tab

Primary Address: [REDACTED]

Home: [REDACTED]

Multiple Births: [REDACTED]

Mother's Maiden: [REDACTED]

Race: [REDACTED]

Language: [REDACTED]

Nationality: --

Ethnicity: [REDACTED]

Birth Facility: --

Birth State: --

Birth Country: --

Patient Status: Active

VFC Status: Eligible-Medicaid/Medicaid Managed Care [V02]

Remind/Recall Opt Out: --

3. Click “Shots” and locate the dose from the IAH report

Patient Contacts **Shots** ID Numbers Medical Reports Dups Import (6) Opt-Out

Select View: Shots: Status → Add Shot(s) Delete Selected Shots Remove Duplicates Reports

Group	<input type="checkbox"/>	# Vaccine	Lot Number	Date	Status	Reporting Site
DTP	<input type="checkbox"/>	1: Pediarix	2HC47 (VFC) VFC Inventory	03/18/2019	Valid	
	<input type="checkbox"/>	2: Pediarix	74FN7 (VFC) VFC Inventory	07/24/2019	Valid	
	<input type="checkbox"/>	3: DTP	--	08/21/2019	Overdue	
HIB	<input type="checkbox"/>	1: ActHib	U951AA	03/18/2019	Valid	
	<input type="checkbox"/>	2: ActHib	U972AAA (VFC) VFC Inventory	07/24/2019	Valid	
	<input type="checkbox"/>	3: HIB	--	08/21/2019	Overdue	
HAV	<input type="checkbox"/>	1: HAVRIX-Peds	BE554 (VFC) VFC Inventory	01/16/2020	Valid	
	<input type="checkbox"/>	2: HAV	--	07/16/2020	Due Later	
HBV	<input type="checkbox"/>	1: Hep B, unspecified formulation	--	01/15/2019	Valid	
	<input type="checkbox"/>	2: Pediarix	2HC47 (VFC) VFC Inventory	03/18/2019	Valid	
	<input type="checkbox"/>	3: Pediarix	74FN7 (VFC) VFC Inventory	07/24/2019	Valid	
FLU	<input type="checkbox"/>	1: Fluorix, quadrivalent, preservative free	9A47X (VFC) VFC Inventory	12/13/2019	Valid	
	<input type="checkbox"/>	2: Fluorix, quadrivalent, preservative free	49D72	01/16/2020	Valid	

4. Notice doses with “VFC Inventory” in bold have deducted. Proceed to the dose that appears on the IAH report. Hover the mouse over dose with error and select the edit button.


Patient Contacts **Shots** ID Numbers Medical Reports Dups Import (10) Opt-Out

Select View: Shots: Status → Add Shot(s) Delete Selected Shots Remove Duplicates Reports

Group	<input type="checkbox"/>	# Vaccine	Lot Number	Date	Status	
DTP	<input type="checkbox"/>	1: Pediarix	MG92G (VFC) VFC Inventory	09/24/2019	Valid	
	<input type="checkbox"/>	2: Pediarix	MG92G	12/04/2019	Valid	
	<input type="checkbox"/>	3: Pediarix	MG92G (VFC) VFC Inventory	02/03/2020	Valid	
	<input type="checkbox"/>	4: DTP	--	10/30/2020	Due Later	
HIB	<input type="checkbox"/>	1: ActHib	UJ063AAB (VFC) VFC Inventory	09/24/2019	Valid	
	<input type="checkbox"/>	2: ActHib	UJ078AAA	12/04/2019	Valid	
	<input type="checkbox"/>	3: ActHib	UJ175AAA (VFC) VFC Inventory	02/03/2020	Valid	
	<input type="checkbox"/>	4: HIB	--	07/30/2020	Due Later	
HAV	<input type="checkbox"/>	1: HAV	--	07/30/2020	Due Later	
HBV	<input type="checkbox"/>	1: Pediarix	MG92G (VFC) VFC Inventory	09/24/2019	Valid	
	<input type="checkbox"/>	2: Pediarix	MG92G	12/04/2019	Valid	
	<input type="checkbox"/>	3: Pediarix	MG92G (VFC) VFC Inventory	02/03/2020	Valid	
FLU	<input type="checkbox"/>	1: Fluorix, quadrivalent, preservative free	UT6713NA	02/03/2020	Valid	

5. In order to fix these errors the record must correctly reflect the site vaccine dose

1. Accurate vaccine name
2. Correct Lot number which is selected from drop down
3. Correct VFC eligibility for this patient

Shot Date: 02/05/2020  *


Vaccine Group: FLU

Vaccine: Fluarix, quadrivalent, preservative free [SKB] *

Lot Number: 9A47X (VFC)

VFC Eligibility: Eligible-Medicaid/Medicaid Managed Care [V02]

Shot Status:


Group	Dose #	Status	Details
FLU	5	✓ Valid	-- <input type="checkbox"/> Override as INVALID 

6. Once all these fields are correctly populated the dose will be deducted from the I-CARE inventory and the error removed from the Inventory Analysis Helper report.

Other Scenarios

What if the doses on my error report pertain to a private dose?

1. Edit the shot and select “Not VFC Eligible” for just that one dose. Once saved it will no longer appear on the IAH error report.

Shot Date: 11/19/2019  *

Vaccine Group: VAR

Vaccine: Varivax [MSD] *

Lot Number: S015462 (Private)

VFC Eligibility: Not VFC eligible [V01]

Shot Status:

Group	Dose #	Status	Details
VAR	1	✓ Valid	-- <input type="checkbox"/> Override as INVALID 