

# Coverage Rate Report Quick Reference Guide



**Note: Pre-defined vaccine series options have been made available to provide users with a quick and consistent way to access common immunization coverage assessments.**

- Reports
  - Patient Record
  - Report Module**
  - State Reports
  - Mgmt Reports
  - School Reports

Registry	
Provider Submission Detail	Schedule
Provider Submission	Schedule
Registry Statistics	Schedule
<b>Coverage Rate Report</b>	Schedule

### Coverage Rate Report

**Run By**

- By Ownership **1**
- By Service

Select to run by series or individual vaccine

- Series \*** **2**
  - Vaccine
  - Age Range** **3**

Age as of Date (Today's date if left blank) **4**  
Evaluate At Age

**Limit Report By**

- State Level Status
- County Level Status
- Organization Level Status
- Patient VFC Status
- Vaccine Status
- Patient Race
- Gender
- District/Region
- Patient County
- ZIP Code
  - Organization
  - Do Not Limit
  - Facility
  - Do Not Limit
  - VFC PIN
  - Exclude patients who have either no forecast or aged out

**View By**

- District/Region
- County/Parish
- ZIP Code
- Organization
- Facility
- VFC PIN
- Aggregate (Total Only)**

**Display Report Columns** **5**

- Complete By Vaccine
- Incomplete Series
- One Dose to Complete Series
- One Visit to Complete Series (Multiple doses needed but could be given with one visit to vaccinator)
- Not Yet Due
- Not Yet Due (Late by Age)
- Missed Opportunities

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\*When a Series with more than one shot defined for a single vaccine group is selected then under 'Display Report Columns' section, only 'Complete By Vaccine' option is available.

## Steps to Follow:

### 1. Run By

**By Ownership** - will include patients your facility currently owns.

**By Service** - will include patients who have one or more immunization inserted as administered (not historical) by your facility regardless of current facility ownership.

### 2. Select to run by Series or by individual vaccine.

**series** - Select a pre-defined series option

- 4-3-1-4-3-1-4 (4 DTaP, 3 Polio, 1 MMR, 4 Hib, 3 HepB, 1 Varicella, 4 PCV)
- 3-3-2-2-3 (3 DTap, 3 IPV, 2 Hib, 2 HepB, 3 PCV)
- 4 DTaP
- 1-1-1 (1 HPV, 1 Tdap, 1 MCV4)
- 3-1-2 (2/3 HPV, 1 Tdap, 2 MCV4)
- 1 MCV4
- 1 HPV
- 1 Tdap, 1 MCV4, UTD HPV
- UTD HPV
- UTD MCV4
- 2 HepB
- 5 Dtap, 4 IPV, 2 MMR, 2 Varicella
- 5 Dtap, 4 IPV, 2 MMR, 2 Varicella, 3 HepB
- UTD Rotavirus
- Zozer UTD
- Influenza dose 2
- COVID-19 UTD

**Vaccine** - Select a specific vaccine. Please note that output will be specific to the vaccine presentation selected. *Example: selecting HPV Quadrivalent will only produce an assessment on patients with one or more HPV Quadrivalent doses in their record. A patient with a single HPV9 would not be included in that assessment.*

### 3. Age Range – available to run by months or years

### 4. Evaluate At Age – This allows the assessment of patients within the defined age range at the same age. *Example: evaluate all applicable patients ages 24-35 months for coverage/completion as of 24 months of age.*

5. **Display Report Columns** - Additional columns can be added to the output when running by the series parameter.
- **Complete by Vaccine** – include the number and percent of patients complete by individual vaccine included in the selected Series
  - **Incomplete Series** – include the number and percent of patients who have not fully completed the vaccine series selected
  - **One Dose to Complete Series** – include the number and percent of patients who need a single immunization to complete the selected vaccine series
  - **One Visit to Complete Series** – include the number and percent of patients who need one or more immunizations to complete the selected vaccine series **and** those immunizations could be given at one visit
  - **Not Yet Due** – include the number and percent of patients who have not completed the selected vaccine series but are currently up-to-date and not yet due for additional immunizations in the Series
  - **Not Yet Due (Late by Age)** – include the number and percent of patients who have not completed the selected vaccine series, are not currently due for additional immunizations in the selected Series, but are considered late up-to-date
  - **Missed opportunities** – include the number and percentage of patients who received an immunization on a date they were also eligible to have received one or more additional immunizations included in the vaccine series selected
6. Output is available as a patient list or aggregate coverage report. Options that “export” will generate the report in an Excel spreadsheet. Options that “create” will open a new web browser window for viewing and/or printing the report.