

Child Immunization Assessment

MIIC USER GUIDANCE TRAINING RESOURCE

The child immunization assessment report in MIIC indicates the up-to-date immunization status by 24 months of age for a group of people. Health care providers and local public health agencies are encouraged to use the assessment reports to monitor immunization rates and to conduct outreach to ensure that children receive age-appropriate vaccinations.

This feature produces two related outputs: the **summary report** and the **patients not up to date** list. The summary report indicates up-to-date rates by 24 months of age for the clients assessed. The patients not up to date list includes client-specific information on patients not up to date by 24 months of age and displays whether these clients are still due for vaccination.

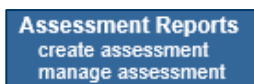
This guide describes how to produce and interpret the child immunization assessment reports in MIIC.

Contents

- Child Immunization Assessment1
- Getting started1
- Choosing a population to assess2
- Creating assessments2
 - Creating an assessment using the standard report2
 - Creating an assessment using an existing list3
 - Creating an assessment using a custom population.....3
- Processing and viewing the reports4
- Managing assessments5
- Interpreting and using report findings.....5
- MIIC help7

Getting started

1. Log into MIIC using your organization code, username, and password.
2. In the left-hand navigation of the registry, go to “Assessment Reports” then select “create assessment.” This will take you to the assessment reports page. If you do not have access to these menu items, contact your regional coordinator for assistance.



3. If you want to review assessment cohorts that you have already made, click on “manage assessment.” Assessment cohorts are saved for 30 days.

Choosing a population to assess

The assessment reports section allows users to choose a population to assess:

Assessment Reports

Child Vaccinations by 24 Months

Standard (Children 24 through 35 Months)

Use Existing List

Custom Population

- A standard population of children age 24 through 35 months.
- A population defined by an existing list within MIIC.
- A custom user-defined population.

This guide will only discuss child assessment reports. Refer to [Adolescent Immunization Assessment \(www.health.state.mn.us/people/immunize/miic/train/adolassess.pdf\)](http://www.health.state.mn.us/people/immunize/miic/train/adolassess.pdf) for information on adolescent reports. **Regardless of the child assessment option chosen, the report will look at whether the clients were up to date by age 24 months.**

Option	Why use this option?
Standard (children 24 through 35 months)	This will assess whether 2-year-old clients were up to date with the recommended child vaccinations by the time they turned 24 months. This is the standard age range used with the immunization assessment portion of a MnVFC site visit.
Use existing list	This is helpful to use when you have a defined population, such as: a list of 2-year-olds actively being followed by a clinic, a list of WIC participants, a list of day care facility children, etc. This report assesses up-to-date status by 24 months for members on a list. The list must be previously created in MIIC. This can also be used for the immunization assessment portion of a MnVFC site visit if the provider has a list of patients age 24 through 35 months. This is the only option that allows users to get information about clients that are not associated with their organization (e.g., clients that have not received an immunization from their organization or had historical data entered by their organization).
Custom population	Choose this option to define a custom population (e.g., a different age range other than 24 through 35 months).

Creating assessments

This section will describe how to create the three types of reports.

Creating an assessment using the standard report

1. Within the “Create Assessment Section,” choose “Standard (Children 24 through 35 Months).” This will take you to the “Standard Child Assessment Report” page. The birth date range will automatically calculate for children who are 24 through 35 months as of the day you are running the report. This means that it will include those who just turned 24 months on the day that you are running the report through those who will be turning 36 months on the next day.

Standard Child Assessment Report

Child Vaccinations by 24 Months - Children 24 through 35 Months

Age Range

Children 24 through 35 Months as of 10/27/2020 Birth date range of 10/28/2017 through 10/27/2018

2. Most users will skip to step 3 below; however, local public health agencies will have an additional option to set the **client associations** for the assessment. This allows public health organizations to conduct either clinic-based or population-based assessments.

- **Clients associated with organization:** This option selects all clients within MIIC who are associated with your organization (received an immunization from your organization or had historical data entered by your organization) and age 24 through 35 months old as of the date the report is ran. Use this option for clinic-based assessments.
- **Clients residing in selected counties below:** This option selects all clients within MIIC that reside in the selected counties. Use this option for population-based assessments.
 - After selecting the county or counties, you must click the “Add” button. Continue until you have chosen all of the counties you want to include in the report. If you have counties in the “Selected Counties” box that you don’t want, highlight the county, and click the “Remove” button.

3. You have the option to enter a name for the assessment in the box next to “Assessment Name”.

4. Click the “Generate” button. Review the [Interpreting and using report findings](#) section in this document for steps on processing and viewing the reports.

Creating an assessment using an existing list

1. Within the create assessment report section, choose “Use Existing List”.
2. On the next page, select the appropriate existing list from the list drop-down menu.

Note: The lists are displayed in alphabetical order.

- Find more information on how to create a list on [How to Use Lists in MIIC](http://www.health.state.mn.us/people/immunize/miic/train/uselists.html) (www.health.state.mn.us/people/immunize/miic/train/uselists.html).
- You have the option to enter a name for the assessment in the box next to “Assessment Name”.

- Click the “Generate” button. Review the [Processing and viewing the reports](#) section for the next steps.

Creating an assessment using a custom population

1. Within the create assessment report section, choose “Custom Population”.
2. Select the “Age Range” for clients to assess.

- Use the months or years button in the “Age Range” section to select whether the beginning and end age will be in months or years.
 - Enter the beginning age in the “Beginning Age” box and enter the ending age in the “Through Ending Age” box.
 - The example above (with “3” as both the beginning and ending age) would pull children who were 3 years old as of 10/27/20 (age as of date). This would include children who just turned 3 on 10/27/20 up to those who were one day short of turning 4 years old.
 - The birth date range will calculate for the age that you select as soon as you click outside the “Through Ending Age” box or tab to the next field.
 - To alter the birth date range for clients to assess, indicate a different date in the “Age as of Date” field.
3. Most users will skip to step 4 below; however, local public health agencies will have an additional option to set the **client associations** for the assessment. This allows public health organizations to conduct either clinic-based or population-based assessments.
- Clients associated with organization:** This option selects all clients within MIIC that are associated with your organization (received an immunization from your organization or had historical data entered by your organization) and within the age range selected. Use this option for clinic-based assessments.
 - Clients residing in selected counties below:** This option selects all clients within MIIC that reside in the selected counties. Use this option for population-based assessments.
 - After selecting the county, you must click the “Add” button. Continue until you have chosen all of the counties you want to include in the report. If you have counties in the “Selected Counties” box that you don’t want, highlight the county, and click the “Remove” button.

4. Optionally, enter a name for the report in the box next to “Assessment Name”.

5. Click the “Generate” button. See the next section for steps for processing and viewing the reports.

Processing and viewing the reports

- Once you have clicked the generate button to create any of the reports, the “Manage Assessments” page will open. New reports will appear under “Assessment Cohorts”.
- Click the “Refresh” button until the status column says “Ready”.

View	Delete	Assessment Name	Generated By	Count	Date Generated	Status
		Child List	MIIC User	0	10/27 04:35:03 PM	Ready
		Child Standard	MIIC User	0	10/27 04:34:56 PM	Ready
		Child Custom	MIIC User	0	10/27 04:34:50 PM	Ready



- Click the view icon to go to the “Assessment Reports” page.
- Two output options will be shown: “Summary Report” and “Patients Not Up to Date List.” Click the outputs that you need and then “Generate Output” to generate the reports.

Assessment Reports

Type: Child List (Child Custom) Back to Manage Assessments

List Name: List

Generated By: MIIC User Age as of Date: 10/27/2020

Output Options

Summary Report (PDF)

Patients Not Up to Date List (PDF)

Detail Reports

Not Up to Date Report (PDF)

- The assessment reports will appear within the “Generated Reports” section. Click the “Refresh” button until the status column displays “100%.” This may take a few minutes.

Generated Reports				
View	Delete	Report Type	Started	Status
		Patients Not Up to Date List	10/27 04:52:34 PM	100%
		Summary Report	10/27 04:52:33 PM	100%

- Click the view icon (looks like a document) next to the corresponding report type to view the report.

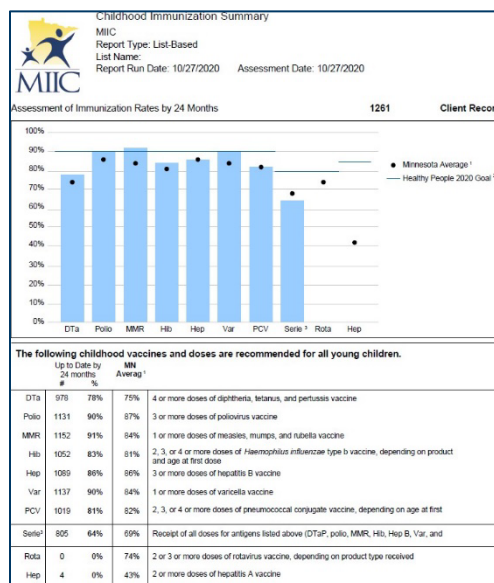
Managing assessments

- If you ever want to delete an assessment cohort and the reports associated with it, navigate to the “Manage Assessments” page.

Manage Assessments						
Assessment Cohorts						
View	Delete	Assessment Name	Generated By	Count	Date Generated	Status
		Child List	MIIC User	0	10/27 04:35:03 PM	Ready
		Child Standard	MIIC User	0	10/27 04:34:56 PM	Ready
		Child Custom	MIIC User	0	10/27 04:34:50 PM	Ready

- Click the delete icon to delete a report. Assessment cohorts are saved for 30 days.

Interpreting and using report findings



- The **Summary Report** displays the following:

- The report header displaying:
 - Report name.
 - Report type.
 - List name (if running list).
 - Birth date range (if running standard or custom; based on the “Age as of Date”).
 - Report run date.
 - Assessment date (this will always be the report run date for all child assessments).
 - Name of organization that is running the report.
- The number of client records assessed.
- A bar graph displaying:
 - The percentage of the cohort that you created who were up to date by 24 months for the listed immunizations.
 - Minnesota statewide averages for the listed immunizations.
 - Healthy People 2020 goals for the listed immunizations.
- A table displaying:
 - The number and percentage of the cohort that you created who were up to date by 24 months of age for the listed immunizations.
 - Minnesota statewide averages for the listed immunizations.

2. The **Patients Not Up to Date by 24 Months** report lists all clients who were not up to date by 24 months of age. The report displays: client chart number (if provided), name, birth date, MIIC client ID, immunizations for which the patient was not up to date by 24 months, and whether the patient is still overdue.

Chart Number	Name	Birth	Client	X = Not Up To Date By 24							Still Overdue	
				DTaP	Polio	Hib	Hep	Hib	Var	PCV		
11172004				X	X		X					X
09012004							X					
01066204				X				X	X	X		X

- For example, if a client was “Late Up to Date” they would have one or more X’s indicating the vaccine(s) for which they were not up to date by 24 months of age, but the “Still Overdue” column would be blank.
 - Clients who are not up to date as of the report run date have an X in the “Still Overdue” column.
3. When you run child assessment reports, you may initially be surprised to find that the rates it shows are quite low. Three factors may be at play:
- **Too many patients.** A standard or custom report captures all clients in the specified age range who are associated with your organization in MIIC. An association is created when vaccines are administered or when historical data is entered by your organization. This means patients who have subsequently moved away or changed providers could still be counted in your patient population. Your MIIC regional coordinator can help you identify and de-associate former patients.

- **Missing vaccine doses.** If your organization does not submit historical vaccine doses into MIIC or has experienced a lapse in data submission, some patient records could be incomplete. Your MIIC regional coordinator can help you identify and resubmit missing data from your electronic health record system. In some cases, MDH can offer assistance with manual entry of vaccine records that exist only on paper.
- **Truly low rates.** Keep track of your efforts by regularly running child assessment reports, and consider using the MIIC client follow-up feature to identify and contact families of children who are due or overdue for vaccination.

MIIC help

For assistance with running and interpreting the child immunization assessment reports in MIIC, send an email to the MIIC help desk using the “help desk” button on MIIC for any additional questions or use the light bulb icon to access additional user guidance resources.



Minnesota Department of Health
 Minnesota Immunization information Connection (MIIC)
 PO Box 64975
 St. Paul, MN 55164-0975
 651-201-5207
health.miichelp@state.mn.us
www.health.state.mn.us/miic

02/07/2024

To obtain this information in a different format, call: 651-201-5207.