



imMTrax Report Guide: Introduction



This guide provides users with a brief description of each report in the Reports Module, including important considerations and what site could use this report. The Reports Module contains eight sub-sections and this guide lists each report in the same sub-sections.

Helpful Tips:

- What kind of site am I?
 1. Integrated sites manually manage their inventory in VOMS within imMTrax and manually enter immunizations given at their facility as “administered” for each administered dose to be deducted from inventory.
 2. All other sites are aggregate sites. Aggregate sites can manually manage their inventory in VOMS within imMTrax by an aggregate count. Aggregate sites may be sending data electronically into imMTrax from their facility’s electronic health record or entering all immunizations into imMTrax as historicals.
- An imMTrax user must have Client Maintenance level of access or higher to run reports. Some reports are not available to Client Maintenance users.

★ Report titles with a star next to them are recommended reports and are listed below:

1. Lot Usage and Recall Report (page 2)
2. Vaccine Lots to Expire (page 3)
3. Patient Detail (page 4)
4. Vaccine Administered (page 6)
5. Inventory Transaction (page 9)



imMTrax Report Guide: Vaccinations Section



| imMTrax Report | What does the report tell me? | Useful for integrated sites? | Useful for aggregate sites? | Important Considerations |
|-------------------------------|--|------------------------------|---|---|
| Vaccinations Totals | Aggregate total of administered immunizations over a period of time. Can run by VFC status, age range, and option to include historical immunizations. | Yes | Yes | <ol style="list-style-type: none"> 1. Does not give patient information. 2. Unable to export report into Excel. |
| Vaccinations Breakdown | Aggregate total of each specific vaccine administered over a period of time. Can run by specific vaccines, VFC status, and include historical immunizations. | Yes | Yes | None |
| Lot Number Summary | Summary of reported usage or wastage of an available lot number. Report provides lot number, funding source, and usage categories. | Yes | Yes | None |
| ★ Lot Usage and Recall | Vaccine transaction report that provides administered lot and patient information. | Yes | No | <ol style="list-style-type: none"> 1. Ability to include active and inactive lots. |
| Vaccine Deferrals | Recorded deferrals in patient records, summary or detailed option. | Yes | Yes, however, deferrals must be manually entered. | <ol style="list-style-type: none"> 1. Report will not show specific reason deferral was recorded. Select detailed option to display vaccine name, dose number, and patient name. |



imMTrax Report Guide: Vaccinations Section



| imMTrax Report | What does the report tell me? | Useful for integrated sites? | Useful for aggregate sites? | Important Considerations |
|---------------------------------|--|------------------------------|-----------------------------|---|
| ★ Vaccine Lots to Expire | List of specific lots coming to expire. Can select lots from all funding sources. | Yes | Yes | 1. Must specify number of days (i.e., 90) |
| Daily Inventory | Inventory end of day totals by specific lot. Report includes lot number, funding source, and totals for each day. | Yes | Yes | 1. Must select one or more vaccines. 2. Must enter date range, max of 30 days. |
| R/R Success | Summary of patients who received an reminder/recall attempt and returned to your clinic to get vaccines. Report provides attempt date and aggregate total of patients who returned in 30 day increments. | Yes | Yes | 1. Must mark “Make this count toward an r/r attempt” when generating reminder/recalls in the system in order for this report to function correctly. |

imMTrax Report Guide: Patients Section

| imMTrax Report | What does the report tell me? | Useful for integrated sites? | Useful for aggregate sites? | Important Considerations |
|--|---|------------------------------|-----------------------------|--|
| Daily Patient Immunization List | Summary of all patients who received an administered immunization on a specific date. Provides patient name, vaccinator, dose number and vaccine. | Yes | Yes | None |
| ★ Patient Detail | Any immunization recorded into a patient record. Can run by service or ownership, VFC status, birth date, or vaccination date range. | Yes | Yes | <ol style="list-style-type: none"> 1. If a lot is selected, lot must be active. 2. Vaccine level information will display for recorded administered immunizations. |
| Patient Totals | Aggregate total of patients and visits by service. | Yes | Yes | None |
| Recall for Inactivation | Summary of patients that were included in a reminder/recall attempt. | Yes | Yes | <ol style="list-style-type: none"> 1. Must select birth date range. 2. This is reminder/recall specific. 3. Select number of recall tries. |
| Clinical Notes | Summary of recorded contraindications, to include disease history and adverse reactions. | Yes | Yes | None |

imMTrax Report Guide: Patients Section

| imMTrax Report | What does the report tell me? | Useful for integrated sites? | Useful for aggregate sites? | Important Considerations |
|-----------------------------------|---|-------------------------------------|------------------------------------|---|
| Contraindication | List of owned patients with a recorded contraindication, even if recorded at another facility. Option to exclude varicella history. | Yes | Yes | 1. Will not include laboratory evidence of immunity. |
| Aggregate Contraindication | Aggregate total of patients with a recorded contraindication by age group documented by your facility. | Yes | Yes | 1. Only contraindications recorded on or after 03/04/2019 will be included. |



imMTrax Report Guide: Vaccines for Children Section



| imMTrax Report | What does the report tell me? | Useful for integrated sites? | Useful for aggregate sites? | Important Considerations |
|-----------------------------------|--|------------------------------|-----------------------------|---|
| VFC Vaccinations Breakdown | Aggregate total of vaccinations and patients by VFC eligibility. Option to run by birth date or vaccination date range. | Yes | Yes | None |
| ★ Vaccine Administered | Aggregate total of recorded immunizations by age range. Option to run by vaccination or birth date range, funding source, and vaccine. | Yes | No | None |
| VFC Accountability Log | Administrative report with a summary of patient birth date, vaccination date, VFC status, and administered vaccine. | Yes | Yes | 1. Best practice recommendation to select one or more parameters to limit amount of data that displays. |
| VFC Profile | Aggregate total of patients 0-18 years by eligibility category based on defined date range. | Yes | Yes | 1. Similar to profile section in the Provider Agreement. |



imMTrax Report Guide: Site Information Section



| imMTrax Report | What does the report tell me? | Useful for integrated sites? | Useful for aggregate sites? | Important Considerations |
|---|--|------------------------------|-----------------------------|---|
| Provider Contact | Summary of VFC manager and back-up contact information saved in imMTrax. | Yes | Yes | 1. If changes needed, please contact the VFC Program at 406-444-5580. |
| Physician/ Vaccinator Detail | Lists vaccinators and physicians at your facility at the time the report is generated. | Yes | Yes | None |

imMTrax Report Guide: Registry Section

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|-----------------------------------|--|-----|-----|---|
| Provider Submission Detail | Aggregate total of patients and recorded vaccinations by the facility per day. | Yes | Yes | 1. Defaults to 30 days. |
| Coverage Rate | Coverage rate report based on series completion. | Yes | Yes | 1. Report provides coverage by completion and is not an “up-to-date” coverage report. 2. Note: Pre-defined vaccine series options have been made available to provide users a quick and consistent way to access common immunization coverage assessments. |



imMTrax Report Guide: Quality Section



| imMTrax Report | What does the report tell me? | Useful for integrated sites? | Useful for aggregate sites? | Important Considerations |
|------------------------------------|---|------------------------------|-----------------------------|--|
| Patient Data Quality Detail | List of patient records with incomplete demographic information. Can run by last update date or birth date range. | Yes | Yes | 1. Select specific parameters from the Missing Variables list. Do not select Patient SSN, imMTrax does not collect this field. |
| Vaccination Data Detail | List of vaccinations recorded by your facility that were administered off schedule or invalid. Can run by last update date or birth date range. | Yes | Yes | None |
| Administrator Data Quality | Schedule four set reports to run: Vaccination Breakdown, Provider Submission Detail, Vaccination Quality Detail and Data Quality. | Yes | Yes | None |
| Pre and Post Benchmark | *Not currently functional.* | | | |



imMTrax Report Guide: Vaccine Management Section



| imMTrax Report | What does the report tell me? | Useful for integrated sites? | Useful for aggregate sites? | Important Considerations |
|---|--|------------------------------|-----------------------------|---------------------------|
| ★ Inventory Transaction | Reported transactions made during reconciliation or direct edits to specific lots in VOMS. | Yes | Yes | None |
| Cost Report by Lot Number | *Not currently functional.* | | | |
| Cold Chain Tolerance Exception | *Not applicable, Montana is not requiring reporting of cold chain in imMTrax.* | | | |
| Vaccine Return Adjustment Notification | *This functionality is not currently being used.* | | | |
| Aggregate Wastage | Aggregate number of wasted doses by incident category. Data pulled from reconciliation or direct edits to specific lots in VOMS. | Yes | Yes | 1. Must enter date range. |
| Vaccine Dispensed | *This functionality is not currently be used.* | | | |

imMTrax Report Guide: Administrative Section

| imMTrax Report | What does the report tell me? | Useful for integrated sites? | Useful for aggregate sites? | Important Considerations |
|------------------------|--|-------------------------------------|------------------------------------|---|
| Patient Queries | Queries for a specific patient. | Yes | Yes | 1. Must enter patient first/last name and birth date. |
| Patient Changes | Summary or detail of changes applied to a record, including demographics and vaccines. | Yes | Yes | None |