Manitoba Public Health Information Management System

Report User Guide

MB6810C
Immunization Count by Provider Type (Geography)

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Definitions for Report User Guides:

a. "Authorized Organization" means an organization (an RHA, a First Nation, or other organization) with whom Manitoba has entered into an agreement in order to facilitate access to PHIMS;
b. "Authorized User" means an employee, agent or contractor of an Authorized Organization (the employer) permitted to access to PHIMS.
c. "Service Delivery Location" (SDL) means a public health office or a Community Health Centre
d. "User Role" means the specific role or roles to which an Authorized User is assigned and which prescribes what Information the Authorized User is permitted to access, use and disclose.

Data Type		Explanation
Aggregate, no identifiable data	=	Summary data with no client identifiers
Aggregate, no identifiable data, but possible small population sensitivity or Provider / Org Sensitivity	=	Summary data with no client identifiers However there are sensitivities in the data where small numbers could identify clients, communities or providers
Line Level, <u>Single client</u> identifiable data	=	Includes client identifiers of an individual client
Line level, <u>Multi client</u> identifiable data	=	Includes client identifiers of a list of multiple clients

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1. Background:

1.1. Data Access Scope for Immunization in PHIMS

In Manitoba, Authorized Users ("users") of the immunization module have access to access to immunization records for all Manitobans. This was decided as a result of a number of considerations, including:
- Clients can receive immunization services at service delivery locations other than their preferred public health office, either within or outside their home health region
- School age clients may attend schools outside their home region where immunization services are delivered
- Cases and outbreaks of vaccine preventable diseases also cross regional boundaries and may involve multiple public health provider organizations.

1.2. Privacy/Data Sensitivity

This report is set at the Manitoba level. This means that users who have access to this report can "view" data from all regions and provider types in Manitoba. The report includes data to the level of the organization and service delivery location. Although this is aggregate data representing numbers of doses administered, and personal health information is not displayed, there may be results displayed which may identify individual providers when detailed reports are generated. As a result, the number of users who have access to this report is limited to a very small set of users.

1.3. Permitted Disclosures
- No disclosure permitted

Note re Permitted Disclosures - In general, Reports in PHIMS have been designed for internal use for day to day public health and health service delivery, limited to Authorized Users of Authorized Organizations. Authorized Users may only disclose information from the report that relates to their Designated Health Region. For First Nation Authorized Organizations - sites that have entered into a Bridging Service ISA, an Authorized User (of the Bridging Organization) generating the reports may provide Reports to a FN Authorized User.

1.4. Data Stewardship

Users who have access to this report should have some background in report generation and basic epidemiology, and are responsible for the following:

- Users only run this report for their designated Health Region, or on a need to know basis.
- The data produced are to be validated and interpreted prior to disseminating any information produced from the report. The output requires contextual interpretation based on the filters used and timing of when the report was generated.
- The data are intended to be used by public health for program planning and monitoring. Data are not to be made available to the public or run on specific providers without prior consultation with the Health Region and Manitoba Health.
- Users ensure data are managed securely and appropriately according to organizational guidelines especially when the report(s) identifies small populations or providers

Users who have access to this report will be subject to PHIMS audits documenting which user generated the report and on what date.

2. Purpose

The Immunization Count by Provider Type (Geography) extract contains information on the number of immunizations administered by a specified provider type [organization] grouped by the geographical Client Region and client Provider Organization based on the client's preferred Service Delivery Location (SDL).

2.1. Populations Included in the Report

The **Immunization Count by Provider Type (Geography) Report** provides a summary count of the number of immunizations provided by organizations to clients residing within geographical region. The report includes immunizations (valid and invalid) provided to any client in PHIMS, both active and inactive. As a result, it is NOT a population-based coverage report. Each immunization is counted once, and includes additional doses to the same client (each dose counted separately). Clients are allocated to geographical regions and preferred service delivery locations based on their official insured benefits registry address initially (postal code). If the preferred SDL is changed manually, this will be reflected in the region and organization on the report.

Users who have access to this report must be familiar with the organization model in PHIMS. This report utilizes the organization model to summarize data. The top row of the organization model contains the "parent" organizations, which represent RHA's, FNIH, Manitoba Physicians, Manitoba Pharmacies. Sub-organizations are also present under many of these parent organizations. All organizations have been assigned organization types for the purpose of this report, which allows users to summarize data based on the organization type (analogous to provider type).

Regions can select their own Region and provider organization (RHAs, FNIH) to generate a report. Reports will include data on immunizations provided to clients associated with SDLs in regions/provider organizations by the organization associated to the immunization:

- Home care
- Long Term Care
- Medical Clinic
- Occupational Health
- Public Health
- RHA Other
- Medical Practitioner (Org = Manitoba Physicians)
- Other (Org = Manitoba Corrections, Out of Province)
- Pharmacy (Org = Manitoba Pharmacies)

Note: If regional immunizations are incorrectly associated directly to the parent regional/FNIH organization, the organization type will be:

- FN – RHA (Org = FNIH)
- MB - RHA (Org = Interlake Eastern, Prairie Mountain, Northern, Southern, Winnipeg)
- Jurisdiction (Org = Manitoba Health when Org is unspecified)

2.2. Recommended Uses for this Report

The Immunization Count by Provider Type (Geography) may be produced:

- To monitor the number of vaccines provided over a specified time frame by organization type during immunization campaigns.
    - For example, it may be generated during large immunization campaigns, such as the annual influenza campaign, to monitor the number of doses provided by different providers to clients in different regions.
- To monitor trends in vaccine usage by different providers/provider types and to inform centralized vaccine planning and procurement.

Note to user

- Doses administered by providers within a different region than the client will be counted in the client's region. If you wish to know the number of immunizations provided by a specified organization, regardless of client location, use report MB6810A-Immunization Count by Provider Organization instead.
- Consider defining a routine business cycle to run these reports to maximize their use.
- Consider establishing a secure archiving process for reports to allow comparisons over time.

3. Selecting the Report Parameters

When running a report you must select specific parameters. Some parameters are required and some are optional.

Selecting the Correct Parameters to get the Needed Output

You can generate this report from the "Reports" section in PHIMS.

This is a statistical report under **Immunization: Surveillance Reports**.

- Click **Reporting & Analysis > Reports** (LHN) or the **Reporting** tile on the dashboard
- Open the Immunization Report Folder by expanding the collapsible panel
- Scroll to the Surveillance Reports and select *MB6810C-Immunization Count by Provider Type (Geography)* hyperlink
- Select the **Date Administered Start:** and **Date Administered End:** (required)
- Select the **Antigen** (required)
- Select the **Immunizing Agent** (required)
- Select the **Region** (required)
    - Select your geographical region
    - Manitoba Health could select all for a province wide report

- Select **Provider Organization** (required)

  Note: Provider organization differs based on the report context. For this report: Provider Organization = the parent organization, of the organization responsible for service to the client, at the level directly below MB Health. When a preferred SDL is selected, it will be associated to a parent organization based on these attributes (i.e. FNIH, Interlake-Eastern Health, Northern Health, PM Health, Southern Health, Winnipeg Health (including Churchill). If there is no preferred SDL associated to the client, the provider organization will be "unspecified". The other organizations appear in the list as they are all Provider Orgs but there are no clients are associated to them (e.g. Manitoba Physicians).

- Select **Date of Birth Start: Date of Birth End** (optional)

- Select **Group by** (required)

  - Group by Client Region - summarizes the data into the geographical region of the clients, without the client's provider organization (FNIH or RHA). Displays the immunizations by immunization provider organization types.
  - Group by Provider Organization - summarizes the data by the client's geographical region and provider organization types (by RHA or FNIH). Displays the immunizations by immunization provider organization type.

- Select **Show SDL Detail** (Yes or No)

  - If yes is selected, the data is summarized by the client's preferred service delivery location (i.e. public health unit).

- Click **Generate Report Now**

Parameter Definitions:

Parameter Name	Data Type	Description	Validation
Date Administered	Date Range	Date range is required	Required
Antigen	Drop List	The name of the antigen that the client was immunized for. Note that for some diseases, there may be more than one antigen if there are different strengths or formulations of the vaccine (e.g. diphtheria, pneumococcal). Multiple antigens can be selected – the data will be summarized for all selected. If you want to know the number of immunizations by antigen, select only one antigen and run each report separately.	
Immunizing Agent	Multi-select List	Name of the immunizing agent(s). You must select at least one immunization agent. For most reports, select all agents associated with the antigen of interest, unless you are searching for data for a specific vaccine.	Required

Region	Multi-select List	The geographical region of the client's preferred SDL. Note: Select your geographical region	Required
Provider Organization	Multi-select List	Provider Organization for the preferred client SDL Note that all organizations will be listed but only those who have Client SDLs associated with them will have data (RHAs, FNIH, or unspecified). E.g. Manitoba Physicians is in the list but no client SDL is associated with that organization. Note: Select your organization	Required
Date of Birth Start Date of Birth End	Date Range		Optional
Group by	Drop List	Depending on the level of detail needed for the report.	Required
Show SDL Detail	Drop List	**No** (default) or Yes	Required

4. Report is assigned to the following User Roles:

- MB PUBLIC HEALTH MANAGER / MB CDI PUBLIC HEALTH NURSE MANAGER
- MB CDI MEDICAL OFFICER
- MB EPI ANALYST / MB CDI EPI ANALYST
- MB EPI ADMIN
- MB CDI PUBLIC HEALTH COORDINATOR

5. Report Description

Report Output: The report will be generated as a Formatted Excel Spread sheet

Data Source: Replicated data from the PHIMS Reporting Database (replicates every few minutes)

Report Data Fields

#	Field Name	Description
Header		
1	Report Title	Immunization Count by Provider Type (Geography)
2	Static Text	Number of immunizations administered (valid and invalid, for all clients) over a specified period and broken down by geographical region.
3	Date Generated	The date the report was generated YYYY-MM-DD

Report Parameters		
4	Date Administered	The date the vaccines were administered.
		From:
		To:
5	Immunizing Agent	Name of the Immunization Agent(s).
6	Client Region	The geographical region of the preferred SDL of the client.
7	Client Provider Org	The parent organization associated with the preferred SDL of the client, at the level directly below MB Health.
9	Group by	List the different options to group the report by.
10	Client SDL Detail	Whether or not to group by the client's preferred Service Delivery Location on the report.
Details		
11	Client Region	The geographical region of the preferred SDL of the client.
12	Client Provider Organization	The parent organization of the client's preferred SDL, at the level directly below MB Health.
13	Client SDL	The clients preferred service delivery location.
		If the Client preferred Service Delivery Location is not set, this field will show *Unspecified*
		This column will only show on the extract when [Show SDL Detail] parameter = Yes
14	Imms Organizational Type	The Organization Type based on the organization of the immunizer associated to the immunization.
		Organization types of immunization providers:
		• Home Care – home care program organizations
		• Long Term Care – long term care organizations
		• Medical clinics – RHA primary care providers who do not submit fee-for-service or shadow billings for immunization. These immunizations are entered directly into PHIMS.
		• Occupational Health – RHA occupational health organizations. Does not include private occupational health providers.
		• Public Health – Public health organizations in RHA's/FNIH.
		• RHA – Other – Other types of organizations associated with RHA's – e.g. Child health, Women's health, ER programs...
		o Medical Practitioner (Org = Manitoba Physicians) – submitted through claims
		o Other (Org = Manitoba Corrections, Out of Province)
		o Pharmacy (Org = Manitoba Pharmacies) – submitted through DPIN

		Note: If an immunization is incorrectly assigned to the parent RHA/FNIH organization, it will also be given the following organization types: ○ FN-RHA – First Nation organizations – where the parent FN organization is selected and not the sub-organizations that fall below it such as a public health unit. ○ MB-RHA – Regional health authority organizations – where the parent RHA organization is selected and not the sub-organizations that fall below it such as public health, home care, etc. • Jurisdiction (Org = Manitoba Health when Org is unspecified) •
15	# Immunizations	The total number of immunizations administered Count of all immunizations (Valid and Invalid) within the [Date Administered] parameter range, broken down by the Details columns that are actively displayed. These include Provider Recorded, Non-Provider Recorded, and Historical.

6. Report Data Mapping

Records are filtered by:

1. Immunization administered between [Date Administered] parameter
2. Immunizing agent = [Immunizing Agent(s)] parameter
3. Region = geographical region that the preferred SDL is associated with.
4. Provider Organization (the parent Organization of the Preferred SDL at the level directly below MB Health) = [Provider Organization] parameter

In the event that no data is retrieved, a blank report is generated and returned to the user.

7. Suggest Workflows and Examples

7.1 To monitor the number of vaccines provided to clients by geography (Preferred SDL).

1. To monitor the number of vaccines provided over a specified time frame by organization type during immunization campaigns.
   - For example, it may be generated during large immunization campaigns, such as the annual influenza campaign, to monitor the number of doses provided by different providers by geographical region and client organization.
2. To monitor trends in vaccine usage by different providers/provider types and to inform centralized vaccine planning and procurement.
   - For example, Manitoba Health may wish to monitor vaccine use by provider type.

Report Filters
- Date administered (select timeframe)

- Select antigen(s) and add filter
- Select associated immunization agents and add filter
- Select "your" geographical region e.g. "Southern Health" or for Manitoba Health choose all.
- Provider Organization: Select "your" Provider Organization e.g. "Southern Health" or "FNIH" or for Manitoba Health choose all.
- Group by: Organization
- Show SDL Detail: Yes

Important: As this report pulls on all immunizations given to clients in the geographical location from all sources you cannot assume that they have been administered within that geographical region.