Manitoba Public Health Information Management System

Report User Guide

MB6810B
Regional Per-Dose Funding Report

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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 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 default 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 in Manitoba.

1.3. Permitted Disclosures

- No disclosure permitted

This report is for internal use only to support tracking of vaccines administered that are eligible for cost-per-dose funding.

Note re Permitted Disclosures - In general, Standard 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 Standard Reports to a FN Authorized User.

1.4. Data Stewardship

Users who have access to this report 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 Manitoba Health for funding purposes. Regions will have access to the same data to allow for validation.

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 purpose of the Regional Per-Dose Funding extract is to identify Manitoba cost-per-dose funded vaccines and data entry services for the purpose of RHA reimbursement.

2.1. Data Included in the Report

➢ Immunization administered (created) in the current funding year and immunizations directly administered by organization type:
- Public Health – except where reason for immunization is "Travel"
- Occupational Health
- Long Term Care – with reason for immunization of "Occupational Hazard" or "Routine"
- Home Care

➢ Immunization administered (created) by other providers in the current funding year and entered by a Public health User from a specified region.

➢ Immunization entered manually by a Public Health user from a specified region for vaccines administered prior to current or previous funding year (historical immunizations)

➢ All vaccines are included in the report, regardless of whether they are eligible for cost-per-dose funding. This supports changes to the funding model in the future.

Please see Regional Per-Dose Funding Flow Diagram (Appendix 1)

2.2. Recommended Uses for this Report

This report will be used at the end of the fiscal year to determine the number of vaccines entered into PHIMS that are eligible for cost-per-dose funding for RHA's. Only the number of vaccines in each category are included, not the costs. The user will be required to calculate funding amounts based on numbers contained in the report.

3. Selecting the Report Parameters

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

This is a statistical report under Immunization: Surveillance Reports

- Click **Standard Reports** (LHN)

- Open the Immunization Report Folder by clicking on **Show Report Folders**

- Scroll to the Operational Reports and select **MB6810B Regional Per-Dose Funding Report**

- Select **Funding Year** (required)

- Select **Provider Organization** (required)

- Click **Generate Report Now**

Parameter Definitions:

Parameter Name	Data Type	Description	Validation
Funding Year	Drop List	Date range is required	Required
Provider Organization	Drop List	The parent organization, of the organization responsible for the immunization, at the level directly below MB Health. Note: Only select your region	Required

4. Report is assigned to the following User Roles:

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

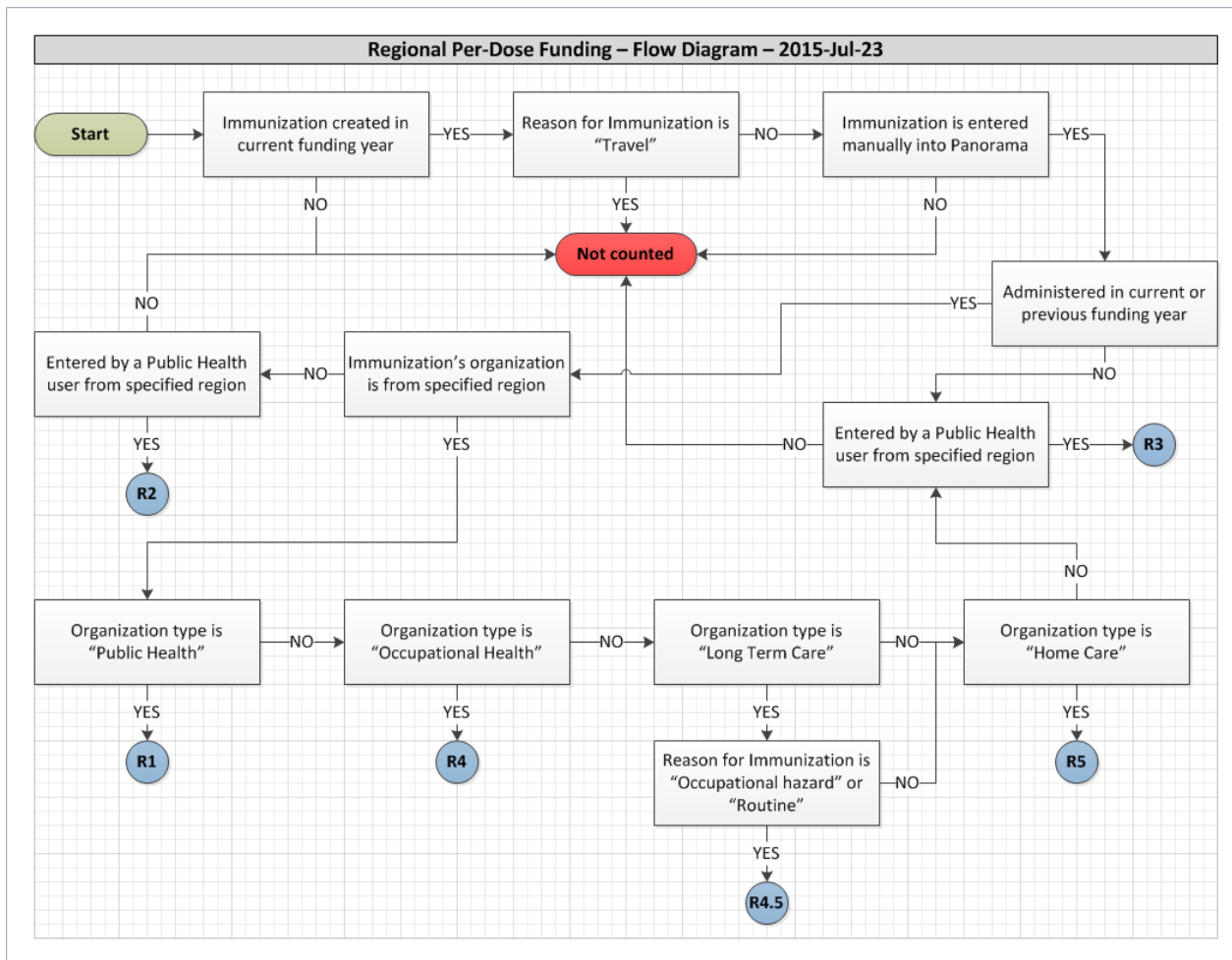| #	Field Name	Description
Header		
1	Report Title	Regional Per-Dose Funding
2	Static Text	Count of immunization and data entry services for RHA reimbursement, listed by agent. • Immunization is entered directly into PHIMS in the specified funding year. • Immunizations with reason "Travel" are not counted.
3	Date Generated	The date the report was generated. YYYY-Mmm-DD HH:MM
Report Parameters		
4	Funding Year	The funding year that the report is generating for.

		YYYY (YYYY-Mmm-DD through YYYY-Mmm-DD)
		Mar 1 through Feb 28 (29)
		E.g. Funding Year 2015 starts Mar 1, 2014 and ends Feb 28, 2015
5	Provider Organization	The parent organization, of the organization responsible for the immunization, at the level directly below MB Health.
6	Immunizing Agent	Name of the Immunizing Agent.
7	SNOMED	The SNOMED code for the agent.
8	Public Health Administered	The total count of immunizations administered by a public health organization. R1 of flow diagram (Appendix 1)
9	Public Health Entered for Other Org	The total count of immunizations administered by a non-public health organization but entered by a public health organization. R2 of flow diagram (Appendix 1)
10	Historical Entered	The total count of historical immunizations entered by a public health organization. R3 of flow diagram (Appendix 1)
11	Occupational Health	The total count of immunizations administered by an occupational health organization. R4 of flow diagram (Appendix 1)
12	Long Term Care (Staff/Volunteers)	The total count of immunizations administered to staff or volunteers by a long-term care organization. R4.5 of flow diagram (Appendix 1)
13	Home Care Providers	The total count of immunizations administered by a home care organization. R5 of flow diagram (Appendix 1)

6. Report Data Mapping

See the Regional Per-Dose Funding - Flow Diagram (Appendix 1) for the calculation of counts.

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

7. Appendix 1 – Regional Per-Dose Funding Flow Diagram

Key:

R1 =	Vaccine cost per dose funding
R2 =	Funding for data entry only
R3 =	Funding for data entry only
R4 =	Influenza Cost per Dose Funding
R4.5 =	Influenza Cost per Dose Funding
R5 =	Influenza Cost per Dose Funding