



## General

Client Created MB170

MB Postal Code MB1705

Scheduler Integration Exception MB8023

Schedule a Report

## Immunizations – User Guides

### AEFI Detail MB6064A-UG

- The purpose of the **AEFI Detail** report is to provide a printed version of the Adverse Events Following Immunization (AEFI) report that reflects the original format of the form created by the Public Health Agency of Canada (PHAC).

### AEFI Workload & Surveillance MB6064B-UG

- The purpose of the **AEFI Workload and Surveillance** report is to monitor the AEFI submission process to ensure that all AEFI's entered into the system by MHSAL and Regions are reviewed and completed. This report identifies AEFI's that have been saved during a selected timeframe and their status.

### Archive Immunization Record MB6799-UG

- The purpose of the **Archive Immunization Record** report is to retrieve immunization record information from the MIMS archive and present in a client record format.

### Client Doses by Service Delivery Location MB6810E-UG

- The **Client Doses by Service Delivery Location** Report contains information on the number of immunizations administered at a specified Service Delivery Location. Users have the option to view a count of clients or the specific client IDs.

### COVID-19 Immunization Status - Cohort MB6800B-UG


- The purpose of the **Client Cohort COVID19 Immunization Record** report is to allow users to see at a glance the number of valid COVID19 dose(s) a list of Client's have. Users will run this report for large contact lists to determine which contacts have been fully immunized or not. Based on the Client Cohort COVID19 Immunization Record Report a cohort can be created or updated and added to the case's transmission event in PHIMS for contact investigation creation, notification, and follow up.

### Customized Consent School MB6028-UG

- The purpose of the **Customized Consent for School Immunizations** report is to retrieve student immunization history and generate an immunization consent form that is customized for each recipient based on their history and next immunizations due. This will be generated only after a school mass immunization event is created and a student class list is attached.

### Forecast Status (School) MB6036A-UG

- The **Client Count by Forecast Status (School)** report contains information on the number and percentage by forecast status (Eligible, Due, Overdue, Up to Date, and Not Forecasted), grouped by the provider organization



and school in the **current** school year. It supports the assessment and monitoring of immunization “coverage” of school age children.

#### Forecast Status (Geography) MB6036B-UG

- The **Client Count by Forecast Status (Geography)** report contains information on the number and percentage by forecast status (Eligible, Due, Overdue, Up to Date, and Not Forecasted), grouped by the region and provider organization of the client’s service delivery location (based on client registry address).

#### Forecast Status (City-Postal-Code) MB6036C-UG

- The **Client Count by Forecast Status (City & Postal Code)** report contains information on the number and percentage by forecast status (Eligible, Due, Overdue, Up to Date, and Not Forecasted), grouped by the City or postal code of the client’s registry address.

#### Immunization Count Date and SDL MB6810D-UG

- The **Immunization Count by Date and SDL** report is to assist in monitoring immunizations administered at immunization sites designated for Pandemic immunizations. This will help in the reconciliation of doses administered with inventory counts

#### Immunization Count Provider Organization MB6810A-UG

- The **Immunization Count by Provider Organization** extract contains information on the number of immunizations administered by a specified provider type [organization].

#### Immunization Count Provider Type (Geography) MB6810C-UG

- 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).

#### Invalid Doses MB5101-UG

- The **Immunization–Invalid Doses** report will be used to identify immunization entries that have doses recorded that are invalid according to the relevant forecaster for that agent/antigen. It will be used to monitor the quality of immunization data to ensure that all immunizations entered into the system by Regions, that do not meet the forecaster requirements, are identified to support clinical decision making and potential support for users in relation to agent/antigen-specific immunization criteria.

#### Regional Per Dose Funding MB6810B-UG

- 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.

#### Reminder Recall List MB60000-UG

- The **Reminder Recall List** extract contains information on clients for given service delivery locations (analogous to public health office) based on their forecast status for the specified antigen(s). The client’s service delivery location is determined based on the client address from the Manitoba Health Registry, which maps to a “preferred” SDL (based on the postal code to SDL mapping).

### Special Considerations MB5121-UG

- The purpose of the **Vaccine Special Considerations** report is to allow users to view the number and type of vaccine special considerations selected. The report displays the vaccine special considerations that have been entered into PHIMS. The report will include the types of special considerations, the reason for special considerations, and the expiry dates of temporary special considerations. Users will be able to select a report parameter to display client identifiable data if required.

### Valid Doses (School) MB6042A-UG

- The **Client Count by Valid Doses (School)** report contains information on the number and percentage of valid doses and consent status for clients (students) assigned to a school in the **current** school year. It supports the assessment and monitoring of immunization “coverage” of school age children.

### Valid Doses (Geography) MB6042B-UG

- The **Client Count by Valid Doses (Geography)** report contains information on the number and percentage of valid doses for clients grouped by the region and provider organization of the client’s service delivery location (based on client registry address). It supports the assessment and monitoring of immunization “coverage”.

### Valid Doses (City-Postal-Code) MB6042C-UG

- The **Client Count by Valid Doses (City & Postal Code)** report contains information on the number and percentage of valid doses for clients grouped by the City or postal code of the client’s registry address. It supports the assessment and monitoring of immunization “coverage” in small geographic areas.

### Valid Doses (Seasonal) MB6042D-UG

- The **Client Count by Valid Doses (Seasonal)** report contains information on the number and percentage of valid doses for clients grouped by the region and provider organization of the client’s preferred service delivery location (based on client registry address unless manually changed) during a specified timeframe. It supports the assessment and monitoring of immunization “coverage” in the specified timeframe, but since it only includes doses during that timeframe, it does not represent immunization coverage since birth.

## Immunizations – QRC

[AEFI Detail MB6064A](#)

[AEFI Workload and Surveillance MB6064B](#)

[Archive Immunization Record MB6799](#)

[Immunization Record MB6800](#)

[Mass Immunization Event Worksheet MB6022](#)



## Investigations User Guides

### Assign New and/or Updated Lab Reports

### Clinical Operations Reports – Guide

#### Contact Tracing MB22000-UG

- The purpose of the **Contact Tracing** report is to describe all named contacts associated with a source's disease investigation (case) in order to assess exposures to and the risk of disease spread. It can also be used to assess the status of the contact investigation and identify any outstanding investigation interventions.

#### COVID-19 Intervention QA MB2704-UG

- The purpose of the **COVID-19 Intervention Quality Assurance** report is to search and produce a line list of COVID-19 Case and Contact investigations during a specified timeframe. All COVID-19 investigations should have an intervention type of 'Isolation'. This report will include specific data that will allow users to see at a glance if the isolation intervention is present or not for the investigation, if the Isolation period is defined correctly, and when the last follow-up was performed. This will allow users to identify investigations that require review.

#### Disease Count by Age and Gender MB2709D-UG

- The purpose of the **Disease Count by Age and Gender** report is to summarize the number of cases of a disease grouped by the client's age and gender, based on the primary investigator org assigned to the investigation at 30 days post-investigation creation date.

#### Disease Count by Classification Geography MB2709A-UG


- The purpose of the **Disease Count by Classification (Geography)** report is to summarize the number of cases of a disease grouped by the client's geographical region. The geographical region is determined using the client's address at time of case and the postal code lookup functionality is used to default the client's SDL. The report can be grouped by disease, stage or disease classification and can optionally include SDL information.

#### Disease Count by Investigator Organization MB2709B-UG

- The purpose of the **Disease Count by Investigator Organization** report is to summarize the number of cases of a disease grouped by the primary investigator organization. The report can be grouped by disease, stage or disease classification and can optionally include Workgroup information. This report is based on investigation assignment (by primary investigator only), not client address at time of case. For surveillance reports based on client address at time of case, use the Disease Count by Classification (Geography) report.

#### Disease Count Multi-Year MB2709C-UG

- The purpose of the **Disease Count Multi-Year** Report is to summarize the total number of cases of a disease for each Investigator provider organization and optionally grouped based on the primary investigator organization. Users can choose to report at the provider investigator organization level (region) or the community level (PHU). Counts are provided for disease and optionally classification or stage where configured. Case counts are tallied by calendar years. The date the report is run will correspond to the current year of counts



even if it is a partial year. This report is based on investigation assignment, not client address at time of case. Current YTD counts are also included on the report.

#### HIV Connection to Care Report MB4200 UG

- The purpose of the **HIV Connection to Care** report is to support monitoring of HIV care engagement.

#### Investigation Extract MB2102A-UG

- The purpose of the **Investigation Extract** report is to give epidemiologists the ability to extract denormalized investigation data out of PHIMS into Microsoft Excel. The intent is that users will extract different subject areas as appropriate and import them into their preferred analysis tool. Each subject area extract includes the subject and investigation IDs needed to link them together.

#### Investigation Interventions MB2405-UG

- The purpose of the **Investigation Intervention** report is to allow users to search and produce a line list of all investigation interventions during a specified timeframe. It will be used for case and contact management. It can be used to search for assigned investigation interventions. In PHIMS, it is not possible to search for future dated investigation interventions – only those that have a current or past date. This report is required to ensure that investigators have a way to diarize work and be able to plan their work schedule. This report will also allow investigators assign tasks to other team members without having to 'reassign' or add investigators to the investigation. This report is required to ensure that all intervention follow ups entered into the system can be found and planned for.

#### Investigation QA MB2102B-UG

- The purpose of the **Investigation QA** report is to identify missing core data or data errors in investigations to ensure the quality of surveillance data is as good as possible. The report would flag investigations with missing data elements, or would flag data entries that fail algorithms based on fields such as dates.

#### Investigation Redirect (Org Assignment Change) MB2701D-UG

- The purpose of the **Investigation Redirect (Org Assignment Change)** Report is to identify investigations with changes to the investigator organization assignments that are not easily identified on the intake reports (Investigation Search and Lab Reports). This report will make it easier to identify cases that have been assigned to another region or community.

#### Investigation Search MB2701C-UG

- The purpose of the **Investigation Search** report is to allow users to search and produce a line list of all investigations during a specified timeframe. It will be used for case and contact management and surveillance purposes. It can be used to search for unassigned and assigned investigations. In PHIMS, it is not possible to search for 'unassigned' investigations – only those that have been assigned. This report is required to ensure that all investigations entered into the system are assigned to a region and user for follow-up. In some instances, an investigation may have more than one Investigator Organization. This report also needs to identify investigations with multiple Investigator Organizations where any or all the Investigator Organizations do not have an identified investigator.

### Investigation Summary MB23400-UG

- The purpose of the **Investigation Summary** report is to consolidate investigation information from either a contact or case investigation into a pdf document that can be shared with health care providers that don't have access to PHIMS. The contact investigation summary includes contact and source case information and a summary of client investigation history. A key design feature is the report does not include source case information that directly identifies the source client to protect the source case client's privacy.

### Lab Results Report MB4120A-UG

- The purpose of the **Lab Results** report is to support the review of new lab results entered in PHIMS and prioritize the assignment of them to investigations (new or existing) and subsequently assignment to an investigator (Public Health practitioner).

### Lab Workload Report MB4120B-UG

- The purpose of the **Lab Workload** report is to support the review of new lab results entered in PHIMS and prioritize the assignment of them to investigations (new or existing) and subsequent assignment to an investigator (Public Health practitioner).

### Monthly Case Review MB2703-UG

- The purpose of the **Monthly Case Review by Investigator Organization** report is to summarize the total number of cases of a disease for the Province and/or grouped by the active primary investigator provider organization. Counts are provided for disease and optionally stage, where configured. Case counts are tallied by month based on the earliest classification date for the disease, with 13 months being displayed on the report. The date the report is run will correspond to the selected month on the report even if it is a partial month. This report is based on investigation assignment, not client address at time of case. Current YTD and previous YTD counts are also included on the report.

### Search Exposures MB22001-UG

- The purpose of the **Search Exposures** report is to allow users to search and produce a line list of cases or contacts and their exposures during a specified timeframe. It will be used to help public health identify possible related cases and contacts and identify cases and contacts that may be part of an ongoing outbreak. This report can also be used to provide a list of cases or contacts that have been associated to a specific outbreak in PHIMS.

### Search Outbreak MB3101A-UG

- The purpose of the **Search Outbreak** report is to allow users to search and produce a line list of all outbreaks in PHIMS during a specified timeframe. It will be used for outbreak management.

### Surveillance Management Report MB4120C-UG

- The purpose of the **Surveillance Management** report is to establish performance metrics for the Surveillance Unit to inform and support a) training; b) continuous quality improvement; c) workload management and d) establishment of service guidelines to inform public health responsiveness (at front end of surveillance cycle).



### Syphilis Serology Follow up Report MB2705-UG

- The purpose of the **Syphilis Serology Follow-Up** report is to summarize investigation, treatment and lab result information for syphilis investigations to help identify gaps in testing and support monitoring patient response to treatment.

### Unknown Contact Report MB23000-UG

- The purpose of the **Unknown Contacts** report is to support contact investigation. Unknown contacts are individuals identified in case investigations who can be described enough to be potentially located, but their actual identity is unknown. Unknown contacts do not have enough known information to find or create them as clients in PHIMS. Their description is contained within a transmission event in the case investigation. When an unknown client's identity is confirmed, they should be "converted to client" within PHIMS, which means that the transmission event is linked to a client in PHIMS and a contact investigation is automatically created.

### Unknown Contact Summary MB23400B-UG

- The purpose of the **Unknown Contact Summary** report is to give regional users the ability to print the details of an unidentified contact, in order to refer and send the details to another region or practitioner. The receiving region or practitioner would not have access to PHIMS. The Unknown Contact Summary Report would provide key details about the investigation to date without disclosing information regarding the source case.

### Weekly Case Review MB2702-UG

- The purpose of the **Weekly Case Review by Investigator Organization** report is to summarize the total number of cases of a disease for the Province and/or grouped by the active primary investigator provider organization. Counts are provided for disease and optionally stage where configured. Case counts are tallied by week based on the earliest classification date for the disease, with five weeks being displayed on the report. The date the report is run will correspond to the current week on the report even if it is a partial week. This report is based on investigation assignment, not client address at time of case. Current YTD and previous YTD counts are also included on the report.



## Investigations – QRC

- Investigation Search – Identify Unassigned MB2701C
- Investigation Search – Investigator Assigned MB2701C
- Lab Results MB4120A
- Lab Workload MB4120B
- Lab Results Quality Assurance MB4210
- Unknown Contact MB23000

## Inventory – User Guides

### Adverse Storage Conditions (ASC) Details Report MB91600B-UG

- The purpose of the **ASC Details report** contains the details of reported vaccines excursions outside of recommended temperature levels. It will provide documentation on incidents where vaccines have had an adverse storage condition (ASC).

## Medication – User Guides

### Medication Integration MB7930 – UG

- The purpose of this guide will be to identify which medications recorded against investigations were included, excluded, and updated in eChart.
- It will be used to monitor the interface to eChart, as well as troubleshooting integration issues. The report includes all medications entered into PHIMS (based on real-time data) as well as eChart integration details when applicable (Note: eChart messages sent at 0630 daily, so there may be gaps between medication entry and entries being sent to eChart for same day entries).