Manitoba Public Health Information Management System

Report User Guide

MB5121

Vaccine Special Considerations

Modified: 2022-06-21

Document Version:	0.02
Document Status:	**FINAL**
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Document Version Control

Document Creation Date: 2021-12-16			
Date	Author	Version	Change Description
2021-12-16	Melody Hawryluk	0.01	Document Created
2022-06-21	Robert Desrosiers	0.02	Updated MB Health logo, Updated to 4.4.5 version

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 SDL's other than their default public health office, either within or outside their home health region.
- 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. The report includes data at the client level and includes the following personal health information:

- Client Name (first, last)
- Date of Birth
- Personal Health Identification Number (Health Card Number)
- Special consideration type and reason

1.3. Permitted Disclosures

- No disclosure is 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 First Nation Authorized User.

1.4. Data Stewardship

Users who have access to this report require background in report generation 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 practitioners for immunization record remediation.
- Users ensure that all data are managed securely and appropriately according to organizational guidelines especially when the report(s) identifies small populations or schools.

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 **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.

The **Vaccine Special Considerations Report** provides information at the Line Level (i.e., client-specific level), and includes:

- Client ID (PHIMS Subject ID)
- Health Card Number
- Birth Date
- Last Name
- First Name
- Antigen
- Agent
- Special Consideration Type
- Special Consideration Reason
- Effective from
- Effective to
- SDL
- Date Entered On
- Entered By
- Reason (Comments field) – includes first 100 characters of latest comment

2.1. Population Included in the Report

The populations included in this report are:

- All clients who have a PHIMS Record who have a special consideration recorded against their record.

2.2. Recommended uses for this report

The **Vaccine Special Considerations Report** may be produced:

- On ad hoc request from stakeholders as part of ongoing Data Quality Assurance processes.

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 Generate the Required Output

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

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

- Click on **Reporting & Analysis > Reporting** (LHN) or the **Reporting** tile on the dashboard.
- Open the **Immunization Report Folder** by expanding the collapsible panel.
- Scroll to **Surveillance Reports** and select **MB5121-Vaccine Special Considerations Report** *hyperlink*
- Enter the **Date Entered From/To** (Required).
- Select the **Antigen Available** (Required).
- Select the **Special Consideration Type Available** (Optional). Selecting here will display the specific type(s) of special consideration the user is interested in.
- Display **Client Identifiable Data** – defaults to no. Select yes to display client identifiable data.
- Click **Generate Report Now**.

Parameter Definitions

Parameter Name	Data Type	Required	Description
Date Entered From	Calendar or Numeric	Mandatory	Earliest date of special consideration entry
Date Entered To	Calendar or Numeric	Mandatory	Latest date of special consideration entry
Antigen	Drop list	Mandatory	The name of the antigen the clients were immunized for.
Special Considerations Type	Multi-select	Optional	The types of special considerations recorded.

4. Report Output

Field Name	Description
Client ID	Unique client identifier
Health Card Number	Personal Health Identification Number. Only displays if Display Client Identifiable Data=yes.
Date of Birth	Client's birthdate. Only displays if Display Client Identifiable Data=yes.
Last Name	Client's last name. Only displays if Display Client Identifiable Data=yes.
First Name	Client's first name. Only displays if Display Client Identifiable Data=yes.
Antigen	Antigen identified in the special considerations and selected in the report parameters.
Agent	Agent identified in the special considerations, if the antigen was not selected. Only agents associated with the antigen will display. If not entered, the field will be blank.
Special Consideration Type	Special Considerations is a term used to encompass Contraindications, Exemptions, and Precautions associated with immunization. The type selected will display.
Special Consideration Reason	The reason for the special consideration (which is filtered by the type of special consideration) will display.
Effective From	The date the special consideration was effective from.
Effective To	The date the special consideration is effective to (which is the expiry date of the special consideration). This is for temporary special considerations. If not entered, this date will be blank.
Service Delivery Location	SDL is the provider who granted the special consideration for the client.
Entered On	The date the special consideration was documented
Entered By	The PHIMS user who entered the special consideration
Reason	The first 100 characters will display for information entered into the comments field of the special consideration

5. Report is Assigned to the following User Roles:

- MB CDI MEDICAL OFFICER
- MB CDI EPI ANALYST

6. Report Description

Report Output: The report will be generated in Microsoft Excel

Data Source: Operational data from the PHIMS Database

7. Sample Report

MB5121-Vaccine Special Considerations

This report displays the number and type of vaccine special considerations.

Confidentiality Notice: *This report may contain* **confidential** *personal health information and is intended to be used for internal Public Health program use only. Disclosure of any information in any report may only occur where the disclosure is authorized in the PHIMS Report User Guides. Any unauthorized use, disclosure, retention, storage, destruction or distribution is* **strictly prohibited***.*

Date Generated: 2022-Jun-01 11:07

Report Parameters

Date Entered From:	2022-Jan-01
Date Entered To:	2022-Jun-01
Antigen:	Hepatitis B antigen
Special Consideration Type:	Contraindication, Exemption, Precaution
Display Client Identifiable Data:	No

Client ID	Health Card Number	Birth Date	Last Name	First Name	Antigen