

# Vaccine Usage

## MIIC USER GUIDANCE AND TRAINING RESOURCE

This guide describes how to use the Minnesota Immunization Information Connection (MIIC) to generate a vaccine usage report. This report is for users that manage vaccine inventory and add immunizations using the inventory functionality in MIIC.

**Note:** This report only includes doses entered into MIIC using inventory. If your organization submits data manually not using inventory or through electronic data exchange, that data will not be included in this report.

### Contents

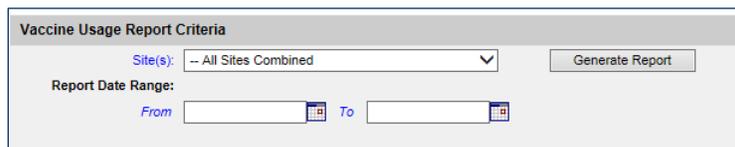
Vaccine Usage .....	1
Getting started .....	1
Creating a vaccine usage report .....	1
Processing and viewing the report .....	1
Interpreting and using the report .....	2

### Getting started

1. Log in to MIIC using your organization code, username, and password.
2. Visit [MIIC 101 MIIC User Guidance and Training Resources \(www.health.state.mn.us/people/immunize/miic/train/intro.html\)](http://www.health.state.mn.us/people/immunize/miic/train/intro.html) to learn more about logging in.

### Creating a vaccine usage report

3. Select **request vaccine usage** under **Vaccine Usage** in the left-side navigation bar.
4. Select your Vaccine Usage Report Criteria:
  - **Site(s):** This is a required field. This option will select all immunizations for selected site(s) that were given within the report date range. Default option is **All Sites Combined**.



- **Report Date Range:** This is a required field. This option will select all immunizations that were entered into MIIC using inventory within the date range.

**Note:** If **Report Date Range** is left blank, report will generate with no vaccines. **Report Date Range** must be entered to generate report.

5. Once you are done reviewing and selecting details about your report, select the **Generate Report** button.

### Processing and viewing the report

6. Once you have selected the **Generate Report** button to create the report, the generated report will appear under the **Vaccine Usage Report Status** section of the page.

## VACCINE USAGE

Vaccine Usage Request Status				
Report Name	Status	Target From	Target To	Refresh
<a href="#">ORG: MIIC_sites_broken_out</a>	100 %	01/01/2015	04/01/2019	Cancel

- Select the **Refresh** button until the Status column says **100%**. This may take a few minutes.
- Select the **Report Name** to view the report.

## Interpreting and using the report

The vaccine usage report shows all vaccine doses associated with the selected site(s) during the selected time frame. Doses are sorted by vaccine type and trade name.

Group Name	Trade Name	Funding	<1	1	2	3-5	6	7-10	11-12	13-18	19-24	25-44	45-64	65+	Totals	Wasted	Expired	Error
HeqB - HeqB	Trivax	PUBLIC				1									1	0		
HeqB	Recombinax-Peds	PUBLIC								1					1	0		
<b>Totals:</b>			1			1				1					4	0	0	0
<b>Client Totals:</b>			1			1				1					4	0	0	0

**Note:** If **All Sites Combined** is selected, doses will be combined for all sites. If **All Sites Listed Separately** is selected, doses will be separated by site.

The vaccine usage report displays the following:

- A report header reflecting general information about your report and the sites it assesses.
- A table with:
  - The number of doses administered by age range during the vaccination period (aka report date range).
  - The total number of doses:
    - Total:** Doses that were administered.
    - Wasted:** Doses that were wasted.
    - Expired:** Doses that expired.
    - Error:** Doses administered in error.

**Note:** Total wasted, expired, and error columns may not add up correctly to match inventory use. For help with getting this information, contact the MIIC Help Desk.

- Totals:** The total number of doses administered by age group.
- Client totals:** The total number of clients that received vaccinations during the vaccination period (aka report date range).

For assistance with running the vaccine usage report or questions, contact the MIIC Help Desk at [health.miichelp@state.mn.us](mailto:health.miichelp@state.mn.us).



Minnesota Department of Health  
 Minnesota Immunization Information Connection (MIIC)  
 PO Box 64975, St. Paul, MN 55164  
 651-201-5207 | [health.miichelp@state.mn.us](mailto:health.miichelp@state.mn.us) | [www.health.state.mn.us/people/immunize/miic](http://www.health.state.mn.us/people/immunize/miic)  
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To obtain this information in a different format, email: [health.miichelp@state.mn.us](mailto:health.miichelp@state.mn.us).