

# Immunization Audit

## F8-7-7

The purpose of this program is to evaluate each student's immunization records to determine if state requirements have been met, as shown on the attached sheet. This can be run at the school or district level.

### First Screen

R22 Immunization Audit Listing Screen 1 of 3

Immunization codes: A=DPT, B=DT, C=Tet, D=OPV/IPV, E=Measles, F=Mumps,  
 G=Rubella, H=Hepatitis, I=Chicken Pox, J=HIB, K=MCV4,  
 L=MPSV4, M=Td, N=Tdap, P=Prevnar, Q=HPV, R=DTaP

Group codes: \* = A/B/C/M/N/R \$ = A/B/C/M/R # = OPV or IPV separately

Accept disease: Y=History of disease is acceptable, N=Not acceptable

Age codes: 1=B4 1st b.d., 2=on/after 1st, 4=on/after 4th, A=on/after 10

Age cutoff date: used to calculate age for '< Age' and '>= Age'.

Immunization Min# Accept Age < >/=

X	Codes	OR	Dose	Disease	Code	Age	Age	Grade levels to be audited			**=any	
X	01 \$	-	10	5	N	-	-	06	07	08	-	-
X	02 N	-	-	1	N	A	-	06	07	08	-	-
X	03 D	-	04	4	N	-	-	06	07	08	-	-
X	04 #	-	03	3	N	4	-	06	07	08	-	-
X	05 E	-	-	2	N	2	-	06	07	08	-	-
X	06 F	-	-	2	N	2	-	06	07	08	-	-
X	07 G	-	-	1	N	2	-	06	07	08	-	-
X	08 I	-	-	2	Y	2	-	06	07	08	-	-
X	09 K	-	-	1	N	-	-	06	07	08	-	-
X	10 \$	-	01	4	N	4	-	06	07	08	-	-
-	11	-	-	-	-	-	-	-	-	-	-	-
-	12	-	-	-	-	-	-	-	-	-	-	-

ENTER=Validate, F16=Exit

### Selecting Lines to Audit

An "X" in the first position of the line means that the audit process should include the line in its evaluation.

To NOT include a line, simply erase the "X." Leave all of the other entries on the lines so it can be used in future audits. The line will be ignored because the "X" is not there.

### Immunization Codes

Enter up to four codes to be tallied together. The total of the tally will be compared to the "Min # Doses" field.

Valid codes: A=DPT, B=DT, C=Tetanus, D=OPV/IPV, E=Measles, F=Mumps,  
 G=Rubella, H=Hepatitis, I=Chicken Pox, J=HIB, K=MCV4,  
 L=MPSV4, M=Td, N=Tdap, P=Prevnar, Q=HPV, R=DTaP

If more than 4 codes need to be tallied, use one of the following codes:

Valid codes: \*=A/B/C/M/N/R  
 \$=A/B/C/M/R

If OPV/IPV must be evaluated separately, use code #. If the minimum dose is 3, the student will need a minimum of 3 OPV or a minimum of 3 IPV. 2 doses of OPV and 1 dose of IPV will not meet this requirement.

**NOTE: An objection code of "R" (religious) or "M" (medical) on the student's Immunization Screen will cause the requirement to be considered as being met.**

### Linking One Requirement to Another

When a student can meet one requirement OR another, you must link them together using the OR column. If the student can meet requirement 01 or 02, you will enter it as follows:

In the OR column for the 1<sup>st</sup> requirement, enter 02.

In the OR column for the 2<sup>nd</sup> requirement, enter 01.

Enter all OR conditions on the first screen.

### Minimum Number of Doses

Enter the total number of doses the child is required to have taken. The software will count any date as one dose, and any entry of "NODATE" as one dose. If the state requires 5 doses, but allows 4 if the fourth dose is taken after a certain age, enter a 5 here and enter the appropriate age code of "4" or "A" in the "Age Code" column.

### Accept Disease

If a history of the disease is acceptable in the place of immunizations, enter a "Y" here. Otherwise, enter an "N". If the student has had the disease, the letter "D" would have been entered on the student's immunization screen in the "Cd" (Code) column.

### Age Code

If the state requires immunizations based on an age, enter a code as follows. Otherwise, leave this entry blank.

1 = All doses must have been received before the child's first birthday.

2 = All doses must have been received on or after the child's first birthday. None before the 1<sup>st</sup> birthday will count toward fulfilling the requirement.

4 = The last dose must have been received on or after the child's fourth birthday. If the student's immunization dates are all "NODATE" entries, this analysis cannot be done for the student. As long as one or more dates are entered, the most recent date will be compared to the child's fourth birthday date. If an immunization date is entered as 04-00-90 (i.e., the day of the month is not known), the software will consider the date to be 04-01-90.

A = The last dose must have been received on or after the child's tenth birthday.

NOTE: For age codes 2, 4, and A, a four-day grace period is allowed. This means that if the student receives the dose up to 4 days before the appropriate birthday, it will be recognized as if it was received on/after the birthday.

### < Age

If the student is less than the age entered here, as of the "Age cutoff" date entered on the screen, the student will be audited for the immunizations on this line, regardless of his/her grade level.

### >/= Age

If the student is the exact age or older than the age entered here, as of the "Age cutoff" date entered on the screen, the student will be audited for the immunizations on this line, regardless of his/her grade level.



If a cutoff date is entered, you will see the student's age on the report as of this date. If a cutoff date is not entered, you will see the student's age on the report as of today's date.

#### Include withdrawn (Include W/D)

If withdrawn students should also be audited, enter a "Y" here. Otherwise, enter an "N".

#### Totals

If you want a "Totals Page" to appear at the end of the report, enter a "Y" here. Otherwise, enter an "N".

On the "Totals Page", you will see the number of students by grade level and the percent who meet the requirements. Also you will see the number of students who do not meet specific requirements (Total Deficient). For example, if you have a student who meets all requirements except the first and third, the student is counted once as not meeting requirements, but is counted again in the #01 requirement column and again in the #03 requirement column. This means that the total of all the missed requirements will not add up to the number of deficient students. The "Total Deficient" column is a non-duplicated count, while the "Requirements Not Met" columns are duplicated counts.

#### Print Acom

If you want to generate an Acom form, enter a "Y" here. Otherwise, enter an "N". To utilize the Acom option, you must have obtained an Acom form definition from RDS. If you respond "Y" and do not have an Acom form definition, an error will occur during processing.

#### Exclusion date

This is the date that will appear on the Acom form as the date the student must meet minimum immunization standards or will not be able to return to school. This date cannot be left blank if the "Print Acom" response is a "Y".

#### Print Detail/Summary/Both

D=Detail – show every student's full immunization report.

S=Summary – show one line per student. This is a short list that will show the student's immunization status.

B=Both – Print both the detail and the summary report.

The summary report will include a counter, student by student, by grade level so you can compare it to your enrollment count in F9-1. If it doesn't agree, see if an Exclude report was produced when F9-1 was run. Any students excluded from F9-1 would still be included in this audit and would cause the counts to not match.

#### Include Pass/Fail/Both

P=Pass – List only those students who passed the immunization audit.

F=Fail – List only those students who failed the immunization audit.

B=Both – List all students