

2009 H1N1 Vaccine Reporting Instructions

(Doses Administered and Doses Wasted)

Per the 2009 Novel Influenza A H1N1 Monovalent Vaccine Provider Agreement, recipients of the H1N1 vaccine agreed to:

- Report the number of doses of 2009 Influenza A (H1N1) monovalent vaccine administered to individuals as requested by the state or local public health department.
- Report to the state health department the number of doses of vaccine that were not able to be used because the vaccine expiration date was exceeded or the vaccine was wasted for other reasons. These doses must be disposed of in accordance with state regulations for biological waste.

There are four options available for reporting to the New York State Department of Health (NYSDOH):

1) *New York State Immunization Information System (NYSIIS)*

http://www.health.state.ny.us/prevention/immunization/information_system/

Health care providers are required by Public Health Law 2168 to report all immunizations administered to persons less than 19 years of age to NYSIIS. NYSIIS can also be used for reporting doses administered to persons 19 years of age or older, with consent. Inventory, including doses wasted, can also be tracked using NYSIIS. An on-line tutorial for using the NYSIIS inventory module is available at:

<https://commerce.health.state.ny.us/hpn/bcdc/immunization/instantdemo/tutorials.html>

2) *Clinic Data Management System (CDMS)*

Only Local Health Departments have the ability to use CDMS to assist with managing the information related to the 2009 influenza vaccination campaign.

3) *Interactive Voice Response (IVR) System (Telephone Reporting)*

1-888-H1N1-VAC (1-888-416-1822)

Doses administered and vaccine inventory reporting for providers serving adults can be completed through the IVR system using a touch tone telephone. Doses administered data are aggregated and categorized by age groups and will be reported once per week.

4) *H1N1 Influenza Vaccine Online Reporting System (Web-based Reporting)*

<https://apps.nyhealth.gov/doh2/applinks/h1n1resp/dosrep/>

As an alternative to the IVR, providers can report doses administered and vaccine inventory reporting for their adult patients through the H1N1 Influenza Vaccine Online Reporting System. As with the IVR, doses administered data are aggregated and categorized by age groups and will be reported once per week.

Note: In order to prevent duplication, it is important that the same doses administered totals are NOT reported to multiple systems (i.e., do not report to the IVR and the online reporting system during the same week.)



The New York State Immunization Information System (NYSIIS)

and H1N1 Vaccine

What is NYSIIS?

The New York State Immunization Information System (NYSIIS) is a confidential, secure, web-based system that maintains one consolidated immunization record for persons of all ages in New York State (outside of New York City). Public Health Law 2168 mandates health care providers report information on vaccinations administered to all persons less than 19 years of age. New York State Department of Health is working to eliminate the requirement for separate written consent for individuals 19 years of age and older.

As of September 2009, NYSIIS contains more than 2.4 million patient records and nearly 28 million immunizations. There are more than 6,800 individual users from 2,200 different health care provider organizations and 1,012 schools across the state.

New York State is not alone in this endeavor. As a nation, we are targeting the Healthy People 2010 goal of having 95% of children less than six years of age with two or more immunizations in an immunization information system. NYS is making great strides toward this goal. We are at 65.7% as of September 2009 – nearly double were we were one year ago.

Why Do We Need NYSIIS?

For the H1N1 campaign, NYSIIS will be essential for information tracking. The system will allow users to track vaccine inventory and usage on a daily and weekly basis, as required by the Federal government; will provide a key source of information on possible adverse events; will facilitate the generation of reminders for the likely second H1N1 dose by medical practices; will allow review of practice coverage rates, and will serve as a record of the immunization. In addition, by consolidating vaccinations from multiple visits and possible multiple providers into one reliable record, time and paperwork are reduced and accurate immunization histories for providers, patients, schools, camps, day-care centers and colleges will be available.

Will I need to participate in NYSIIS to receive H1N1 vaccine?

Providers who administer any immunization to persons less than 19 years of age are required by state law to report to NYSIIS. This includes the 2009 influenza A (H1N1) monovalent vaccine. Providers are also strongly encouraged to use NYSIIS to track immunization information for persons 19 years of age and older.

While many providers that immunize children already participate in NYSIIS, most providers that care for adult patients are not yet participating. NYSDOH will provide training, education and technological support to assist new providers.

continued

How Do I Get Access to NYSIIS?

NYSIIS is accessed via the Health Commerce System (HCS), designed for the electronic exchange of health related data and information between health care providers and NYSDOH. Licensed health care professionals can apply for an HCS account at:

<https://hcsteamwork1.health.state.ny.us/pub/top.html>

Once an HCS account has been established, providers must complete NYSIIS training, which authorizes access to NYSIIS. These training opportunities can be found at:

https://commerce.health.state.ny.us/hpn/bcdc/immunization/training_info.html.

How Do I Report Immunizations?

H1N1 immunizations can be reported using direct on-line data entry or by batch file transfer from an electronic health record or billing system. The following 47 systems are already approved to submit data to NYSIIS:

ACME	Medical Communication Systems
ADS (Medex Premiere) (NEIC)	Medical Manager
Allscripts - MYSIS	Medisoft/Medinotes
CDS (Contemporary Data Services)	Meditech
Cerner System	MicroMD
CMI Medical Systems	Mitchell McCormick
EasyBilling	NextGen
Ecast	Office Practicum
Eclinical Works	PerfectCare
Eclipsys	Physician's Computer Company
EncounterPro	Physicians Solution
EPIC	PMP
EZImmune	PractiCare
GE Healthcare -Centricity	Practice Made Perfect
Hypocrates	Practice Partner
Iatric	Priority Management Group
McKesson	Pyramid Partner
MD Everywhere	Quicksilver Computers
MDOffice	Sage (Medical Manager)
Medallies (working with NextGen)	SoapWare
Medcomp	Synamed
MedData	Virtual Officeware
Medent (Community Computer/Health Sys Tech)	Welligent
Medfx	

Where Can I Get More Information?

Contact NYSIIS Program staff at (518) 473-2839 or nysiis@health.state.ny.us for additional information.

H1N1 Influenza Vaccine

Interactive Voice Response System (IVR) – Quick Guide

PURPOSE

As a condition of H1N1 influenza vaccine receipt, doses administered to patients must be reported to the New York State Department of Health (NYSDOH). The Interactive Voice Response (IVR) system is the NYSDOH's telephone reporting system. Doses administered by age group and vaccine inventory reporting for providers serving adults can be completed through the IVR system using a touch tone telephone.

IMPORTANT INFORMATION

- Each H1N1 PIN will report totals by age groups. In addition, the total number of pregnant women vaccinated will be reported to the system as a separate category.
- Reporting must be completed by 11:59 p.m. each Monday for the 7 day reporting period ending the previous Saturday. Reports can be submitted for previous reporting periods during the same telephone session.
- Only ONE report per H1N1 PIN will be saved per weekly reporting period. Attempts to report for the same 7 day reporting period will OVERWRITE the previous report for the same period. The overwrite functionality can be used to fully replace a report previously submitted in error.

HOW TO USE THE IVR

Providers must use a phone line to report their aggregate totals to the IVR. This reporting telephone number is:

1-888-H1N1-VAC

You will be asked to choose to hear complete instructions or abbreviated instructions. It is recommended that you listen to the complete instructions at least your first time reporting. Once you are familiar with the system, abbreviated instructions will be sufficient. **Important: You must wait for the recorded voice to finish speaking before entering your information.**

If you are calling for the current reporting week, you will be prompted to enter your H1N1 PIN and pre-registration application number.

If you are calling for a previous reporting week, you will be prompted to indicate the 7 day reporting period you would like to submit data for and then you will enter your H1N1 PIN and pre-registration application number.

12/11/09

Enter the total number of vaccine doses administered to each age group as prompted by the recording for the appropriate reporting period.

After entering your age group data, you will be prompted to enter the number of pregnant women that you administered H1N1 vaccine to for the reporting period. **Note: pregnant women will be counted both in their age group category AND in the pregnant women category.**

Enter the total number of vaccine doses wasted during the reporting period due to shipping issues, storage issues, expiration, or any other reason.

If all of your information was entered correctly, you have successfully completed your reporting requirement for the week.

If you need to reenter your information, you will be given the opportunity to do so. You will also be given the option to report information for other reporting weeks if necessary. If you are finished, you may hang up.



H1N1 Influenza Vaccine Online Reporting System: Reporting Doses Administered and Wasted

Description: Providers are **REQUIRED** to report H1N1 influenza vaccine doses administered to one of the New York State Department of Health (NYSDOH) reporting systems. Reporting is **REQUIRED** to maintain your status and ability to order more vaccine. For questions and technical support contact **1-800-KID-SHOT (1-800-543-7468)**, **Monday—Friday, 8:30 a.m.—4:45 p.m.**

1. Log on to the H1N1 Vaccine Online Reporting System:
<https://apps.nyhealth.gov/doh2/applinks/h1n1resp/dosrep/>
 - a. Enter your H1N1 PIN & vaccine registration application number.
2. Click **Add Report** to enter a new report. The first time you access the tool, no reports will be visible because you have not yet made any. As you enter reports into the system they will be visible on this page. Click **Modify** next to a report to update an existing report.
3. Complete the fields reporting the number of doses administered to each age group.
 - a. Select the reporting period.
 - b. Enter the number of dose administered to each age group.
 - c. Enter the number of doses administered to pregnant women.
 - d. If asked, enter the number of first and second doses administered.
 - e. Enter the number of doses wasted for any reason.

H1N1 Vaccine Accountability Reporting System
Step 1 - System Login

This system is used for facilities and providers to report the number of people administered H1N1 vaccine doses by age group, the dose number, and vaccine doses expired or wasted. This survey must be completed for each weekly reporting period (Sunday through Saturday) and submitted to the New York State Department of Health by 11:59PM on the Monday following the reporting period.

1. Enter H1N1 pin number : (Required) [Help](#)

2. Enter H1N1 vaccine registration application number : (Required) [Help](#)

H1N1 Vaccine Accountability Reporting System
Step 2 - View report data

Facility Name:

You have no data submitted to the reporting system. Click "Add Report" button to enter your data.

H1N1 Vaccine Accountability Reporting System
Step 3 - Enter report data

Facility Name:

1. Select reporting period : (Required)

2. Enter total number of H1N1 vaccine doses administered by age group: (Required)

Young adults 19 through 24 years of age :

Adults 25 through 49 years of age :

Adults 50 through 64 years of age :

Older adults 65 years of age or older :

3. Enter total number of H1N1 vaccine doses administered by CDC priority group:

Pregnant women:

4. Enter total number of vaccine doses wasted during this reporting period due to shipping issues, storage issues, expiration, or any other reason this week: [Help](#)

Note: Pregnant women should be counted in *both* their relevant age group *and* in the pregnant women group. Likewise, first and second doses (if asked) should be counted in the relevant age group *and* the first and second doses groups.

4. Review your entries and click **Submit Data**. Click **Go Back** to adjust any values before submitting.

4. Enter total number of vaccine doses wasted during this reporting period due to shipping issues, storage issues, expiration, or any other reason this week:

5. When you see the “**Your data has been submitted to the H1N1 Vaccine Accountability Reporting System successfully.**” message, you may log off the system. To review this or previous reports, follow the link back to Step 2 –View Report Data.

H1N1 Vaccine Accountability Reporting System

You data has been submitted to the H1N1 Vaccine Accountability reporting system successfully.

If you need to enter data for other reporting weeks or view data you entered, please [click here](#) to go to the view report data page. If you need additional assistance, please contact the NYSDOH Vaccine Call Center at 1-800-KID-SHOT, that's 1-800-543-7468. Thank you for completing the H1N1 vaccine accountability survey.

Name of Facility/Provider:	
*Facility/Provider H1N1 PIN Number:	
**H1N1 Registration Application Number:	
County the Facility/Provider is Located in:	

Age Groups	Number of Doses Administered (///)	TOTAL
19-24yrs		
25-49yrs		
50-64yrs		
≥65yrs		
TOTAL		
***Pregnant Women		

****Total # of Doses Wasted:	
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* A facility/provider H1N1 PIN# is the identifier given to those who have signed a provider agreement to receive 2009 H1N1 influenza vaccine.

**A H1N1 registration application number is assigned to those who have completed the registration process (can be found on the registration confirmation page).

***Pregnant women should be counted both in their age group category AND in the pregnant women category.

****Total # of doses wasted is the number of doses that are not usable (e.g., temperature irregularities, broken syringe, expired, etc.).

To report 2009 H1N1 influenza vaccine doses administered call **1-888-H1N1 VAC (1-888-416-1822)** by **MONDAY** at 11:59 p.m. weekly.

Name of Facility/Provider:							
*Facility/Provider H1N1 PIN Number:							
**H1N1 Registration Application Number:							
County the Facility/Provider is Located in:							
Reporting Period Start Date (Sunday): MM/DD/YYYY							
Reporting Period End Date (Saturday): MM/DD/YYYY							
Day	Date MM/DD/YYYY	Age Groups				TOTAL	***Pregnant Women
		19-24yrs	25-49yrs	50-64yrs	≥65yrs		
Sunday							
Monday							
Tuesday							
Wednesday							
Thursday							
Friday							
Saturday							
TOTAL							
****Total # of Doses Wasted:							

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