MIIS & VACCINE ACCOUNTABILITY

Resources to assist in proper accountability in the MIIS

In This Resource:

- What is vaccine accountability?
- Why is vaccine accountability important
- How to monitor vaccine accountability in the MIIS
- Available Resources

What is Vaccine Accountability?

Vaccine accountability is a term used to describe how you've used or managed vaccine provided by the state. More specifically, who you've administered the vaccine to, did you have lost or expired doses, or were vaccines transferred in or out of your facility.

RECONCILIATION

Why is Vaccine Accountability Important

Vaccine accountability is critical because it helps ensure accuracy and transparency into reporting of state supplied vaccines. Accountability checks that vaccines are administered to appropriate age groups and facilitates the organization receiving adequate doses of vaccine to immunize its patient population.

Without proper accountability it would be difficult to maintain proper vaccine levels and ultimately cost your organization and the state significant loss of revenue and vaccine.

How Vaccine Accountability is Determined
Use or Loss

$$\frac{\text{Doses Administered} + \text{Lost \& Expired doses} + \text{Transferred out doses}}{\text{Doses received} + \text{Transferred in doses}} = \text{Vaccine Accountability}$$

Total Inventory

For a quick snap shot,
See yourVaccine Accountability Report
IIS>Reports>Vaccines>Vaccine Accountability Report.

How to Monitor Vaccine Accountability in the MIIS

The MIIS has tools to monitor your inventory levels and accountability. There are two sides to the MIIS:

Immunization Registry

Vaccine Management

The Immunization Registry, where you submit your patient administration data and Vaccine Management, where your inventory management is tracked. Both sides offer tools and functions to track and monitor your vaccine accountability.

The next section provides strategies on how to monitor and, if necessary, troubleshoot vaccine accountability issues.

Immunize MA

Regular Monitoring of Vaccine Accountability

Each organization should check the MIIS regularly to ensure immunizations are received into the MIIS and vaccine doses are deducting from inventory. Follow the steps below to assist you with monitoring:

Patient/Immunization Monitoring

Step 1 is for sites who send electronic messages only

1. Sign up to receive the HL7 weekly Summary Email. This email will summarize the total number of messages received through electronic data transfer from your organization to the MIIS. This summary also includes any rejected messages. If messages were rejected, contact your EHR vendor for more information.

2. Run a Patient Vaccinated Report to view how many patients received a specific vaccine and lot#. This can be checked against your site's patient records/reports.

Additional mini guides and videos can be found on the MIIS Resource Center.

www.miisresourcecenter.com

Vaccine Inventory Monitoring

1. Check your inventory levels in the MIIS and compare this to a physical count of your stored vaccines.

2. If your organization has sent or received vaccine from other locations, ensure all transfers have been entered into the MIIS.

3. Run the Inventory Decrementing Tool. This will provide an interactive list of any patient immunizations that did not trigger a corresponding dose of vaccine to decrement from your inventory. The tool will allow you to fix any errors and make updates to both the patient's immunization record and your site's inventory.

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Troubleshooting Vaccine Accountability Gaps

Vaccine accountability may not always be 100% due to extenuating factors from a variety of sources such as technical connection issues, lack of reported data, data entry errors or vaccines not added to inventory through transfers from another provider. The following steps will assist with identifying where the issue(s) may be.

Patient/Immunization Troubleshooting

Step 1 is for sites who send electronic messages only

1. Go to the Admin Console in the MIIS to view the HL7 messages received from your organization **MIIS>My Site>Admin Console> HL7 Message Details.** Confirm that all messages were received successfully.

2. Run a Patient Vaccinated Report to view how many patients received a specific vaccine and lot#. This can be used checked against your site's patient records/reports. **MIIS>Reports>Patients>Patient Vaccinated Report.**

If, after performing these checks, you are still unable to find the variance, contact the MIIS Helpdesk miishelpdesk@mass.gov for further assistance.

Vaccine Inventory Troubleshooting

1. Run a Vaccine Accountability Report. **MIIS>Reports>Vaccines>Vaccine Accountability Report.** This will inform what the MIIS sees as your current accountability. This will report the numbers in the MIIS for inventory received and inventory used and what the MIIS calculates your accountability percentage to be using those numbers.

2. Review Inventory to see where there are discrepancies. **MIIS>Vaccines>Inventory**

3. If inventory is missing, review transfers. **MIIS>Vaccines>Transfers.** If vaccines were physically received through channels other than directly from McKesson or the manufacturer, they will need to be transferred through the MIIS and added to the inventory. Contact the sending site to request they submit a transfer to your organization through the MIIS.

4. Review the Inventory Decrementing Tool. **MIIS>Reports>Vaccines>Inventory Decrementing Tool.** The tool lists all patient immunizations reported to the MIIS that did not decrement from inventory. Here you may need to correct any data entry errors which prevented the vaccine from decrementing. See the Inventory Decrementing Tool Video for more information.