

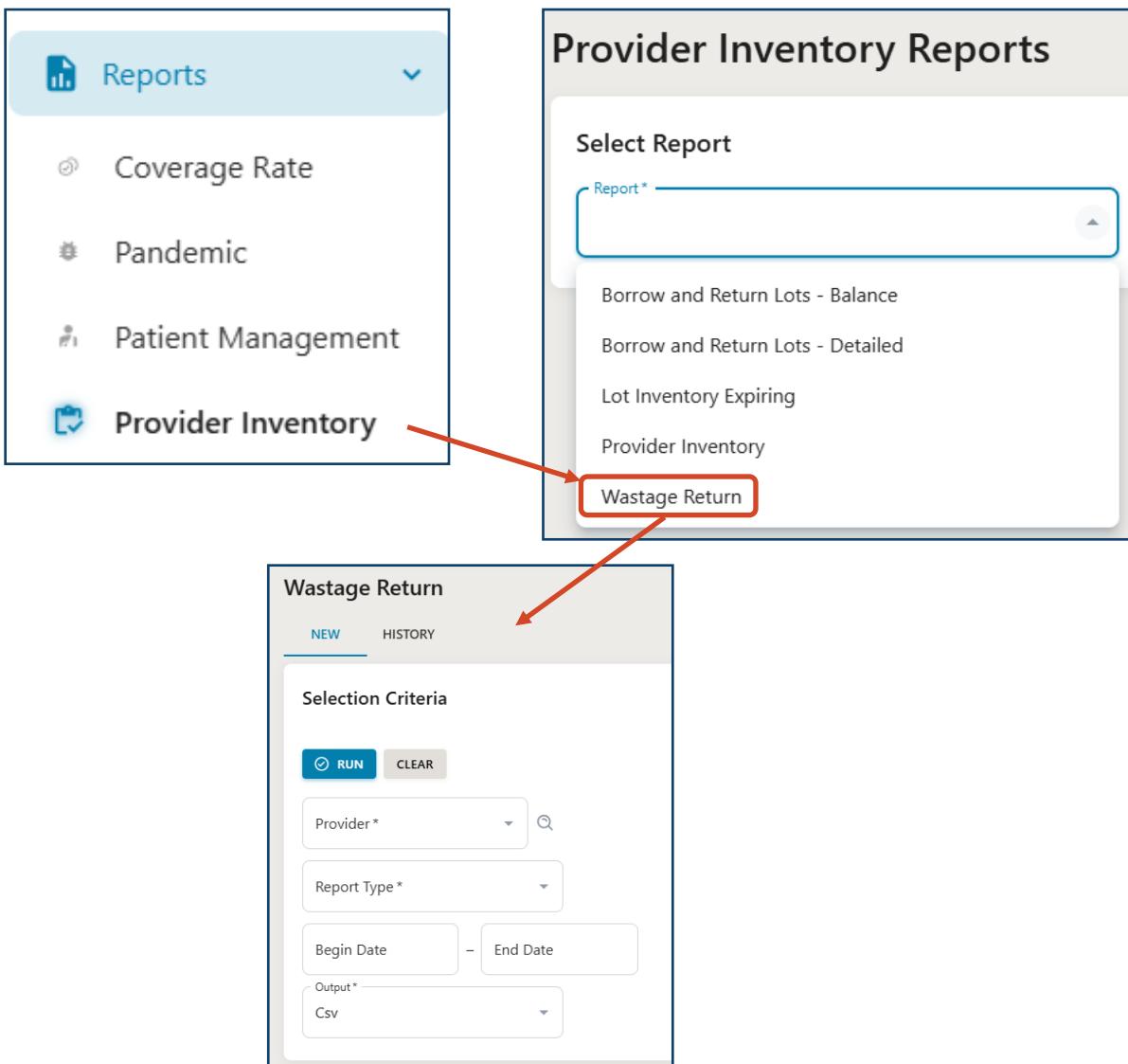
Wastage Return Report

Getting Started

The Wastage Return Report allows providers to pull a list of all public immunization lots that have been wasted or returned.

How to Run a Wastage Return Report:

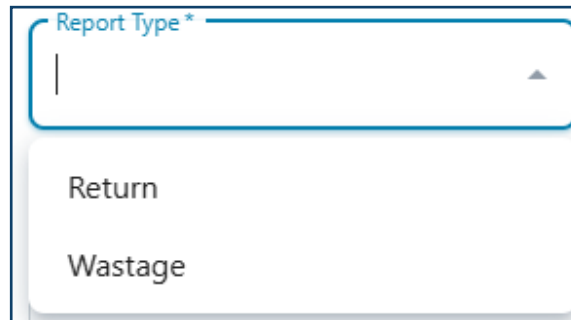
1.) To access this report, select the 'Provider Inventory' category in the **Reports** drop-down, then select 'Wastage Return' in the 'Select Report' drop-down. The report will open to the **Selection Criteria**.



The image shows a three-step navigation process in the NDIIS system:

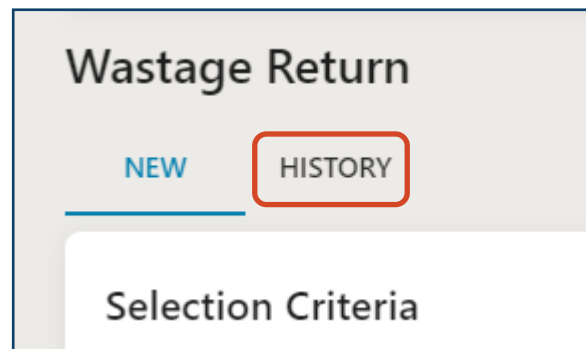
- Reports Menu:** A dropdown menu with 'Reports' selected. The 'Provider Inventory' option is highlighted with a red box and an arrow pointing to the next screen.
- Provider Inventory Reports:** A 'Select Report' dropdown menu with 'Wastage Return' selected and highlighted with a red box and an arrow pointing to the final screen.
- Wastage Return Selection Criteria:** A form with tabs for 'NEW' and 'HISTORY'. The 'NEW' tab is active. The form includes:
 - 'RUN' and 'CLEAR' buttons.
 - 'Provider *' dropdown with a search icon.
 - 'Report Type *' dropdown.
 - 'Begin Date' and 'End Date' input fields.
 - 'Output *' dropdown with 'Csv' selected.

- 2.) Select your provider from the **Provider** drop-down.
- 3.) Select whether you want to run the report for Returns or Wastages from the **Report Type** drop-down.



A screenshot of a web form's dropdown menu. The dropdown is titled "Report Type *" in blue text. The menu is open, showing two options: "Return" and "Wastage". The "Return" option is currently selected, indicated by a vertical line to its left.

- 4.) You can refine the list of returns or wastages by entering dates in the **Begin Date** and **End Date**.
- 5.) Click **Run** to run the report.
- 6.) The completed report and all other reports of this type can be viewed in the **History** tab.



A screenshot of a web interface for a "Wastage Return" report. The title "Wastage Return" is at the top. Below it are two tabs: "NEW" and "HISTORY". The "HISTORY" tab is highlighted with a red border. Below the tabs is a section titled "Selection Criteria".

The completed Wastage Return report will list all public immunization lots that were submitted as a return or wastage in the NDIIS. The report information includes the immunization name, NDC, lot number, expiration date, quantity returned/wasted, the submitted reason, and cost of the returned/wasted doses.