

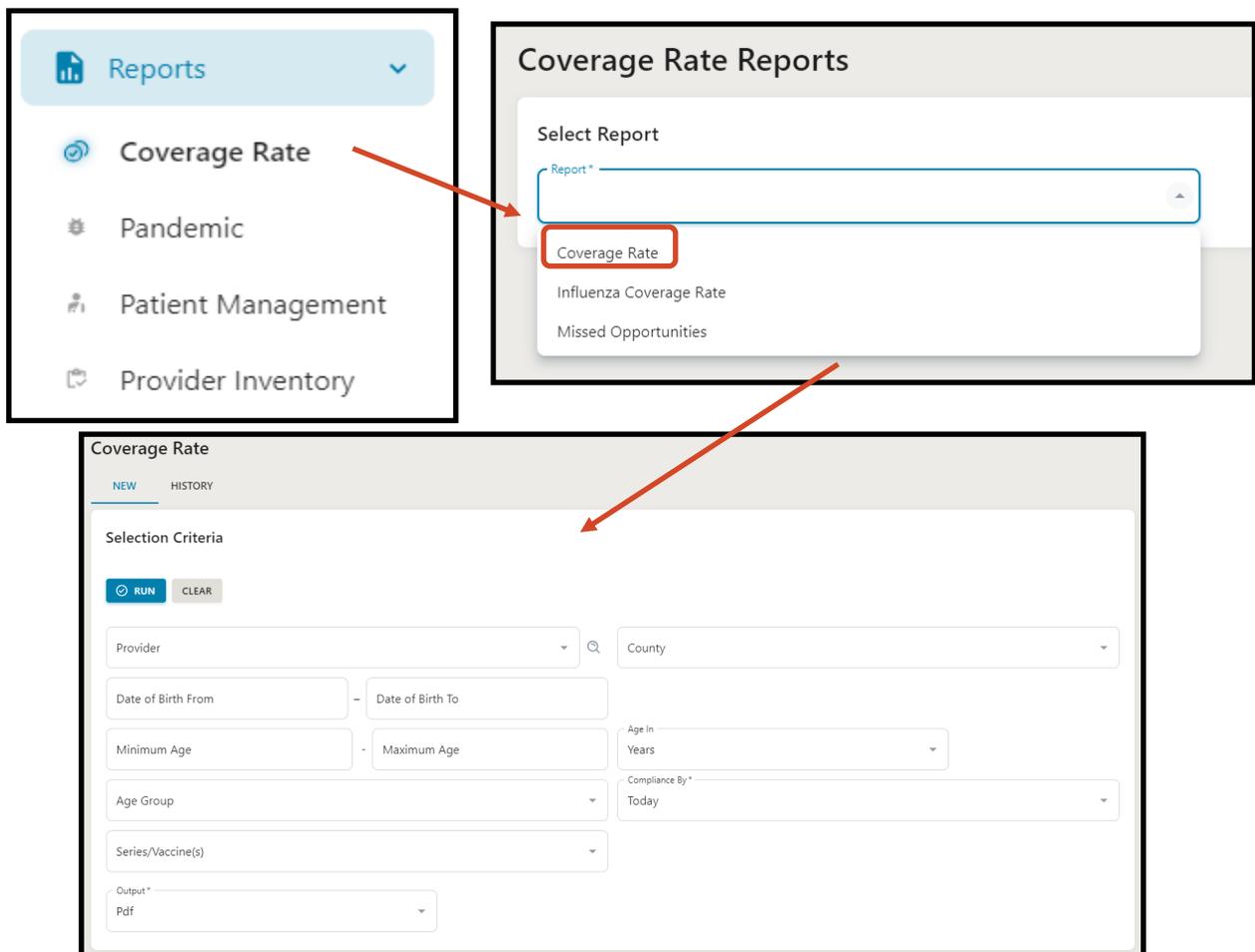
## Coverage Rate Report

### Getting Started

The Coverage Rate Report allows providers to run a report calculating the percent of their patient population up-to-date with the selected immunizations. A patient is considered to belong to a provider if their last immunization, excluding influenza and COVID-19, was received at that provider site.

### How to Run a Coverage Rate Report:

1.) To access this report, select the '**Coverage Rate**' category from the **Reports** drop-down, then select '**Coverage Rate**' in the '**Select Report**' drop-down. The report will open to the report Selection Criteria.



The image shows a three-step process for accessing the Coverage Rate Report:

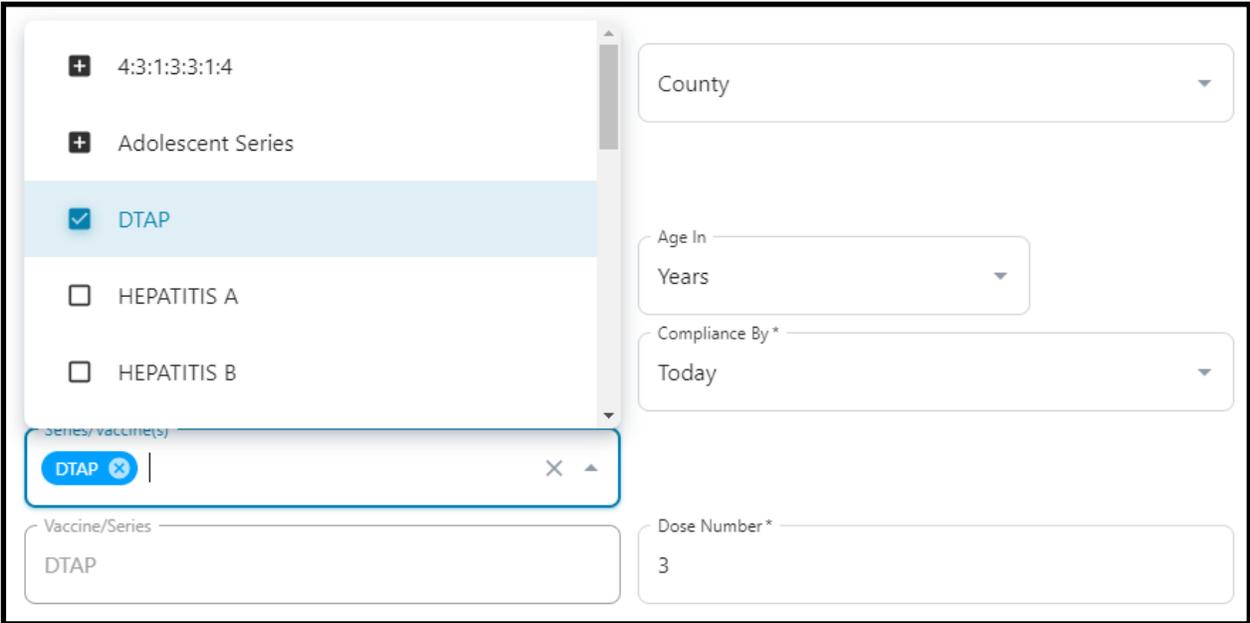
- Reports Menu:** A sidebar menu with a 'Reports' dropdown. The 'Coverage Rate' option is highlighted with a red box and an arrow pointing to the next step.
- Coverage Rate Reports Selection:** A 'Select Report' dropdown menu with 'Coverage Rate' selected and highlighted with a red box. Other options include 'Influenza Coverage Rate' and 'Missed Opportunities'.
- Selection Criteria Page:** The 'Coverage Rate' report page with 'NEW' and 'HISTORY' tabs. The 'Selection Criteria' section includes fields for 'Provider', 'County', 'Date of Birth From/To', 'Minimum/Maximum Age', 'Age Group', 'Series/Vaccine(s)', 'Compliance By' (set to 'Today'), and 'Output' (set to 'Pdf'). A red arrow points from the 'Coverage Rate' selection in the previous step to this page.

- 3.) Select the provider(s) or county/counties you want to assess by opening the dropdown in the field and clicking on the checkbox next to the desired provider or county. You may select more than one provider or county if you have access to more than one, but you cannot select both providers and counties.
- 4.) Enter either a birthdate range, a minimum and maximum age, or select an age group from the drop-down.
- 5.) Select the **Compliance By** option that you would like to run.



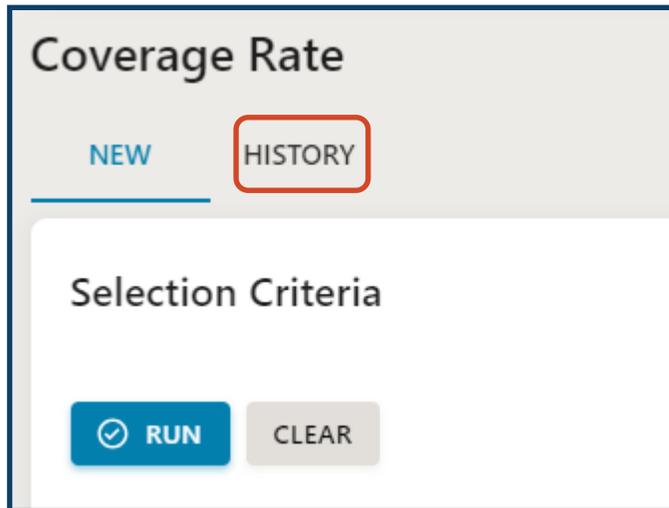
- 6.) Select the individual immunization(s) or series you want to assess in the **'Vaccine/Series'** drop-down.

To select an immunization, click on the checkbox next to the immunization or series name. When a series is selected, the **'Dose Number'** box will auto-populate with the correct number of doses needed to complete the series. When individual immunizations are selected, the **"Dose Number"** box will default to 1. This can be changed by deleting the 1 and entering the appropriate number in that box based on the coverage rates you are wanting to assess.



7.) Select '**Run**' to run the report.

8.) The completed report and all other reports of this type can be viewed in the **History** tab.



Coverage Rate

NEW HISTORY

Selection Criteria

RUN CLEAR

*The completed coverage rate report shows the total coverage rate for all immunizations or series selected by provider or county. The report also shows a breakdown of coverage by each immunization selected for each individual provider or county.*

*Patients with a history of disease exemption are considered up-to-date. Patients with a medical, religious or personal belief exemption are counted as not up-to-date.*