

MnVFC Reports in MIIC

This guide is for clinics enrolled in the Minnesota Vaccines for Children (MnVFC) program that track immunizations with dose-level eligibility (DLE) in the Minnesota Immunization Information Connection (MIIC). You can use MIIC's "MnVFC Reports" function to produce part of your Minnesota Vaccines for Children (MnVFC) Program Annual Report of Immunized Pediatric Patients.

MIIC's MnVFC Reports function provides an unduplicated count of all patients ages 0 through 18 years who received an immunization between Oct. 1 and Sept. 30 of the reporting year. Patients are sorted by eligibility category and age group.

Patient Category (each patient is counted only once in the categories listed)	Younger than 1 year	1 through 6 years	7 through 18	Total
Enrolled in MN Health Care Program (MA, MnCare or a PMAP) - MnVFC eligible	0	170	4	174
Uninsured - MnVFC eligible	0	4	0	4
American Indian or Alaska Native - MnVFC eligible	79	0	0	79
Underinsured* - MnVFC eligible at LPH, FQHC, RHC, IHS, and tribal health clinics	0	0	0	0
Insured (private pay/health insurance covers vaccines) -- not MnVFC eligible	116	274	1	391
Patients that fall within a special category				
Unknown/Not determined **	9	1	42	52
Special Vaccine Projects (MDH approved)***	0	0	0	0

Eligibility category is determined by DLE information. If your organization has pediatric patients with unknown DLE information in MIIC, update their MIIC records to ensure they are counted in appropriate eligibility categories. You can use MIIC's Vaccines Given Report to identify pediatric vaccines with **Unknown/Not determined** eligibility.

This report does not include doses entered in MIIC as historical. If your organization manually enters administered doses into MIIC for individual patients, make sure those doses are marked as administered in MIIC so they will be included in this report. Find more information in [Manage Immunizations \(www.health.state.mn.us/people/immunize/miic/train/imms.html\)](http://www.health.state.mn.us/people/immunize/miic/train/imms.html).

Getting started

- Log into using your organization code, username, and password.
 - Visit [Login and Manage My Account \(www.health.state.mn.us/people/immunize/miic/train/intro.html\)](http://www.health.state.mn.us/people/immunize/miic/train/intro.html) to learn more about logging in.
- Go to the **Vaccine Usage** section of the left-hand side menu and select **request mnvfc reports**. This will take you to the **MnVFC Reports** page.

Creating reports

- These reports include patients who received at least one administered vaccination:
 - Within the selected date range.
 - Under the selected MnVFC PINs in MIIC.
 - This report does not include vaccinations entered as **historical**.

MNVFC REPORTS IN MIIC

- Patient category is based on the most recently assigned dose-level eligibility for the selected time frame.
- Select a time period for your report. The default is the current reporting period for the MnVFC Annual Report (e.g., 10/1/2024 – 09/30/2025).
- Select the MnVFC PIN(s) for which you would like to run the report:
 - In the **Available MnVFC PIN(s)** section, select the PIN you would like to include and click **Add >**. This will move the PIN over to the **Selected MnVFC PIN(s)** section. Do this for each PIN you would like to include in the report.
 - Or select **Add All** to select all the available PINs. In the example below, the report will be run for PINs 000000 and 999992.
 - Click the **Generate Report** button.

- Check the report's progress by clicking on the **Refresh** button. When the report is finished, 100% will appear in the **Status** column.

Report Status				
				Refresh
View	Delete	Report Type	Started	Status
		Annual Report - 000000, 999992	06/15 02:55:26 PM	100%

- Click on the PDF icon to the left of your report in the **View** column. This will open a PDF file of the report in your browser window.
- Save the report to your computer and/or print it out.

MnVFC help

For assistance with MnVFC reports, contact MnVFC program staff at health.mnvfc@state.mn.us or 651-201-5522 or 800-657-3970.

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To obtain this information in a different format, email health.miichelp@state.mn.us.