

Eligibility Category Patient Count Report and Your 2016 VFC Enrollment

Any provider that has used KSWebIZ for a minimum of 3 months in 2015 is allowed to use the *Eligibility Category Patient Count Report* to help you estimate your enrollment numbers for 2016.

Here is how to quickly run this report:

- Click on *Reports* in the Main Menu of KSWebIZ.
- Go down to *Coverage Statistics* section of reports and click on *Eligibility Category Patient Count Report*.
- If you have multiple clinics for your provider, make sure you select *ALL* in the *Clinic* box dropdown.
- In the *Vaccination Date Range* boxes, put **01/01/2015** in the *FROM* box and **12/31/2015** in the *THROUGH* box.
- Select *PDF* as the *Output Type*.
- Select the *Run Report* box.

For those who have used KSWEBIZ for the entire 2015 year, **TRANSFER** the numbers as shown on report. Those who have used KSWEBIZ for less than a year, please use the following chart to calculate your enrollment numbers:

Months Using Registry	Multiplier
0-3	Do not use this report
3	multiply numbers by 4
4	multiply numbers by 3
5	multiply numbers by 2.4
6	multiply numbers by 2
7	multiply numbers by 1.715

Months Using Registry	Multiplier
8	multiply numbers by 1.5
9	multiply numbers by 1.333
10	multiply numbers by 1.2
11	multiply numbers by 1.091
12+	use exact numbers from report



The KSWebIZ Program also offers a detailed view of the *Eligibility Category Patient Count Report*. This detailed view is an extract and lists the Patient ID and specified VFC Eligibility at the time of vaccination.

Here is how you can quickly run the detailed version of this report:

- Click on *Reports* in the Main Menu of KSWebIZ.
- Go down to *Coverage Statistics* section of reports and click on *Eligibility Category Patient Count Report*.
- If you have multiple clinics for your provider, make sure you select *ALL* in the *Clinic* box dropdown.
- In the Vaccine Date Range boxes, put **01/01/2015** in the *FROM* box and **12/31/2015** in the *THROUGH* box.
- Select *EXTRACT* as the *Output Type*.
- Remove the current text in the *Delimiter* text box and input a comma.
- Select the *Run Report* box.
- Your results will display in an Excel spreadsheet.

The screenshot shows a web form titled "Eligibility Category Patient Count Report". At the top, there is a text box with the instruction: "Enter the selection criteria and click 'Run Report' or click 'Cancel' to return to the previous page." Below this is a section titled "Report Selection Criteria". It contains several fields: "Provider" is a dropdown menu with "KDHE IMMUNIZATION PROGRAM" selected; "Clinic" is a dropdown menu with "(ALL CLINICS)" selected; "Vaccination Date Range" has "From:" and "Through:" fields, both with date pickers, showing "01/01/2015" and "12/31/2015" respectively; "Output Type" has radio buttons for "PDF" and "EXTRACT" (which is selected), followed by a "Delimiter:" text box containing a comma. At the bottom right of the form are two buttons: "Run Report" and "Cancel".

If you have any questions regarding this report, you may contact the Immunization Helpdesk for assistance.

Phone: 877-296-0464

Email: immregistry@kdheks.gov.

For all other questions regarding your 2016 VFC Enrollment you may contact your regional nurse. Immunization Program Regional Nurse Contact information can be located at: http://www.kdheks.gov/immunize/vfc_program.html

