



# North Dakota Immunization Information System: Provider Patient List Report

The Provider Patient List report generates a list of all clients in the NDIIS that belong to your NDIIS provider site. A client is considered to belong to your provider site if your facility is their last provider visited, excluding for influenza vaccine, meaning your facility was the last to enter a non-influenza vaccine in the client's record in the NDIIS.

## How To Run a Provider Patient List Report:

1.) The Provider Patient List Report is located under the Patient Management Reports report type in the NDIIS reports module

The screenshot shows the 'Reports' module interface. At the top, there is a 'Reports' header with a 'Help' button and a 'Prov:' label. Below the header, there are tabs for 'Saved Reports' and 'New Request'. A message states: 'Please select a report type to view the detailed report criteria selection menu.' The 'Report Type' dropdown menu is open, showing options: '-- SELECT ONE --', 'Coverage Rate Reports', 'Pandemic Preparedness Reports', 'Patient Management Reports' (circled in red), 'Provider Inventory Reports', and 'Smallpox Response Reports'. A red arrow points from the circled 'Patient Management Reports' to the 'Report' dropdown menu. The 'Report' dropdown menu is open, showing options: 'Client Immunization Records', 'Influenza - Client Immunization Records', and 'Provider Patient List' (circled in red). Below the dropdowns, there are input fields for 'Min Age', 'Max Age', 'Starting BirthDate', and 'Ending BirthDate', each with an asterisk indicating a required field.

2.) Enter either a minimum and maximum age (in years or months) or a birthdate range for the age group of clients you want the report to include

3.) Select the **Patient Status** group you want the report to include

- The report can be run to include only current clients (i.e., those clients that are still actively associated with your NDIIS provider ID) or all clients. If running the report for all patients, current clients as well as those who have their status set to MOGE or Lost to Follow-Up will be included in the list

Patient Status:

4.) Select your provider site from the **Provider** drop-down list

Report Type:

Report:

**Enter Selection Criteria & Values** | Fields Appearing with an Asterisk (\*) Are Required.

|   |  |
|---|--|
| Min Age: <input type="text"/>                             | Starting BirthDate: <input type="text" value="__/__/__"/>    |
| Max Age: <input type="text"/>                             | Ending BirthDate: <input type="text" value="__/__/__"/>      |
| Age In: <input type="text" value="Years"/>                | Patient Status: <input type="text" value="CURRENT PATIENT"/> |
| * Provider: <input type="text" value="-- SELECT ONE --"/> |  |

5.) Click **Run Now** or **Run Later** to run the report

*The completed patient list report shows the selected report criteria including: provider, age range and/or birthdate range and patient status. It then lists all clients that belong to the selected provider and are within the indicated age/birthdate range. The list of clients is organized in alphabetical order by last name, and then first name, and includes the client's name, birthdate, last vaccination date, and NDIIS record status.*

# Sample Provider Patient List Report

## Provider Patient List Report

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**Provider:** 7007 - MW TEST PROVIDER  
**AgeRange:** 13 - 15Y  
**Starting Birthdate:** 01/15/2003  
**Ending Birthdate:** 01/14/2006  
**PatStatus:** ALL PATIENTS

| LAST NAME | FIRST NAME | BIRTHDATE  | LAST VAC DATE | STATUS                  |
|-----------|------------|------------|---------------|-------------------------|
| CLIENT1   | TEST A     | 08/16/2005 | 07/18/2017    | MOVED OR GONE ELSEWHERE |
| CLIENT2   | TEST B     | 02/08/2005 | 07/26/2017    | MOVED OR GONE ELSEWHERE |
| CLIENT3   | TEST C     | 07/07/2005 | 03/07/2017    | CURRENT                 |
| CLIENT4   | TEST D     | 03/06/2005 | 02/20/2017    | MOVED OR GONE ELSEWHERE |
| CLIENT4   | TEST E     | 12/18/2003 | 11/05/2018    | CURRENT                 |
| CLIENT5   | TEST F     | 10/22/2003 | 07/19/2013    | LOST TO FOLLOW UP       |
| CLIENT6   | TEST G     | 05/31/2005 | 10/21/2018    | CURRENT                 |
| CLIENT7   | TEST H     | 06/05/2005 | 07/31/2017    | CURRENT                 |
| CLIENT8   | TEST I     | 09/03/2005 | 11/12/2018    | CURRENT                 |
| CLIENT9   | TEST J     | 06/22/2004 | 11/21/2018    | CURRENT                 |
| CLIENT10  | TEST K     | 12/08/2005 | 01/31/2018    | CURRENT                 |
| CLIENT11  | TEST L     | 07/02/2003 | 10/18/2018    | CURRENT                 |
| CLIENT12  | TEST M     | 04/15/2004 | 09/26/2018    | CURRENT                 |
| CLIENT13  | TEST N     | 04/11/2005 | 12/03/2018    | CURRENT                 |

**Report Patient Totals**

Total Patients: 671

Total Current: 570