

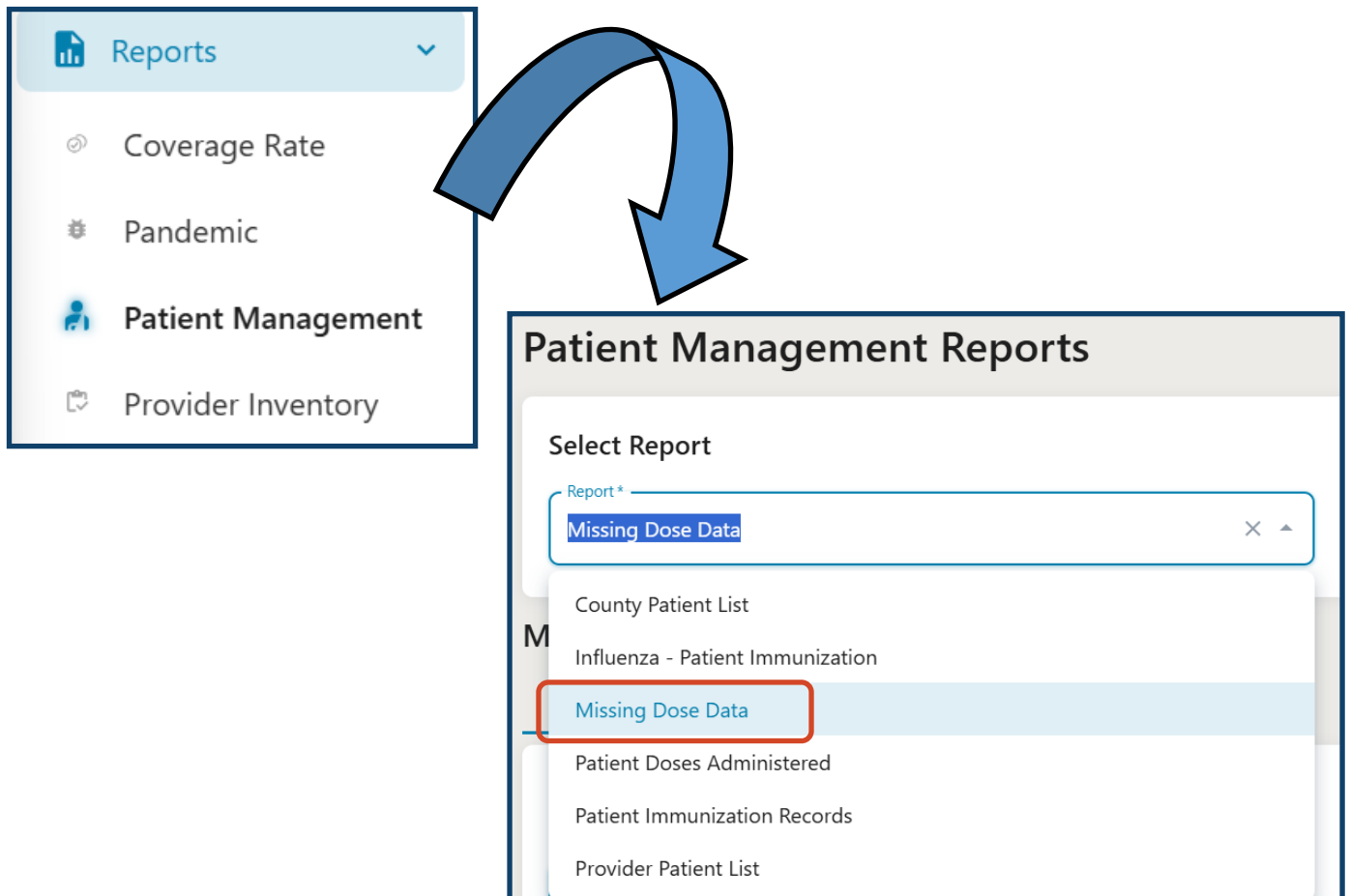
Missing Dose Data Report

Getting Started

The Missing Dose Data report provides a line list of patients missing required dose information for immunization doses that your provider site administered within the designated timeframe. This report can be run to make sure all administered doses are entered in the NDIIS with all required information.

How to Run a Missing Dose Data Report

1.) To access this report, select the **Patient Management** category from the **Reports** drop-down in the NDIIS **Main Menu**, then select **Missing Dose Data** from the **Select Report** drop-down. The report will open to the **Selection Criteria**.



The image shows a two-step navigation process. On the left, a 'Reports' dropdown menu is open, showing options: Coverage Rate, Pandemic, Patient Management (highlighted with a blue bar), and Provider Inventory. A large blue curved arrow points from the 'Patient Management' option to the right. On the right, the 'Patient Management Reports' screen is shown. It features a 'Select Report' section with a search box containing 'Missing Dose Data'. Below the search box, a list of reports is displayed: County Patient List, Influenza - Patient Immunization, Missing Dose Data (highlighted with a red box), Patient Doses Administered, Patient Immunization Records, and Provider Patient List.

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

⇒ The report can only be run for one provider site at a time.

3.) Enter the timeframe in the **Date from - to** fields.

⇒ The report will include doses with a dose administration date within this date range.

The screenshot shows the 'Missing Dose Data' interface in the 'NEW' tab. It features a 'Selection Criteria' section with a 'RUN' button (highlighted with a checkmark) and a 'CLEAR' button. Below these are input fields for 'Provider*' (with a search icon), 'Date From*', and 'Date To*'. An 'Output*' dropdown menu is set to 'Csv'.

4.) Click **Run** to run the report.

5.) The completed report can be viewed from the **History** tab. The report results can be viewed as a CSV file by clicking **View Report**.

The screenshot shows the 'Missing Dose Data' interface in the 'HISTORY' tab. It features a 'History' section with a 'VIEW REPORT' button (highlighted with a red box), a 'DELETE' button, and a 'REFRESH' button. Below these are a 'FILTERS' button and a search bar. A table displays the history of reports:

STATUS	FORMAT	CREATED DATE	CREATED BY
+ .. Finished	Csv	2/14/2025	

*The completed Missing Dose Data report lists all doses that have been indicated as **Administered** (i.e., historical dose toggle is off) that are missing required dose data elements. The report shows patient and dose information for the identified dose.*