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dhs.wisconsin.gov**Provider Requirements for Reporting 2009 H1N1 Vaccine Doses Administered
September 2009****Background**

The federal government has made vaccine accountability a prime objective, and is requiring that states report limited aggregate data on the number of doses of 2009 H1N1 vaccine administered in the state on a weekly basis. The Wisconsin DPH has created several options for providers to report this information to the state so Wisconsin can track statewide uptake of the vaccine and meet federal requirements.

All providers administering vaccine must report doses administered. Each health care provider or entity is encouraged to examine the options below carefully before making a decision about how to report. Providers must only report in one way to avoid duplicate reports. Each entity will need to indicate on the registration form which method they will use to report. If an organization needs to change methods of reporting once the H1N1 campaign has begun, they will need to contact DPH to facilitate the change.

Use of the Wisconsin Immunization Registry (WIR)

The use of the WIR is strongly encouraged, as data entered into the WIR will take the place of submitting a weekly aggregate report. Reporting to the WIR may be done either through the entry of individual immunization data, or by submitting data through batch data loads. To facilitate the submission of individual data, a streamlined "mass vaccination data entry screen" will soon be available and will allow for rapid data entry. This option will be available to both those who already submit data to the WIR as well as those currently not using the WIR. Health care providers anticipating administering less than 50 doses of 2009 H1N1 vaccine per week are encouraged to enter immunizations directly into the registry. A separate sheet detailing the benefits of using the WIR is attached.

Local Health Departments and tribes, as a requirement of receipt of Public Health Emergency Response (PHER) funding, will need to ensure that the doses of H1N1 vaccine they (or their contractors) administer, are entered into the WIR or RECIN.

Mass Vaccination Data Entry Screen

As mentioned above, a streamlined data entry screen is being created to allow for quicker data entry of H1N1 vaccinations and is anticipated to be available the beginning of October. Training modules will also be included. For those currently using the WIR, the option will appear in the left hand side bar; please watch the announcements section in the WIR regarding this new feature. For those organizations currently not using the WIR but wish to use this feature, please contact the WIR Help Desk to get access.

Reporting Options

Option 1: Direct data entry into the WIR

Users will enter data into the WIR, either through the typical WIR user screens, or by using the mass vaccination data entry screen for WIR. Data should be entered within 7 days of administration.

Option 2: Submit data to WIR/RECIN electronically through bulk data loads

Providers will need to ensure that data loads containing 2009 H1N1 vaccine data are being sent to WIR, and are done on a regular basis. Relying on Health Maintenance Organizations (HMOs) to submit data is not acceptable, as all patients within a practice may not be reported, and in many instances, the data submission does not meet the time requirements needed for reporting. Providers who are unsure about whether data for all their patients are submitted to the WIR as outlined here should check with the practice or organization's Information Technology (IT) lead.

Ideally, entities are strongly encouraged to send weekly batch loads that contain most, if not all, H1N1 vaccinations administered for previous week. If this is not possible, please contact the WIR Help Desk as to work out an alternate schedule.

Option 3: Submit aggregate reports by select survey via the internet

Reporting must be done on a weekly basis. Information should be submitted by the end of the day on the following Monday before 11:59pm. For example, doses administered Sunday October 4th through Saturday October 10th should be reported to DPH by 11:59 pm on Monday October 12th.

The information that will need to be reported includes clinic name, contact information, the reporting week, and the number of doses administered by age groups (6-23 months, 24-59 months, 5-18 years, 19-24 years, 25-49 years, 50-64 years, and 65+ years), and the dose number (either first or second). The reporting time frame is from Sunday through Saturday. A worksheet is included here as one possible tool to help practices collect this data during the week. The link to the reporting survey will be accessible on <http://pandemic.wisconsin.gov/> once vaccine becomes available.

For those entities without access to the internet, please call DPH toll-free at (888) 209-4083 regarding reporting.

Contact information

For questions about the use of the WIR or submitting data, please contact the WIR Help Desk by email at dhswhelp@wisconsin.gov or by telephone at (608) 266-9691.

For questions about reporting, please contact DPH by email at DHS1N1vaccine@wisconsin.gov (please include "Reporting" in the subject line) or call toll-free (888) 209-4083.