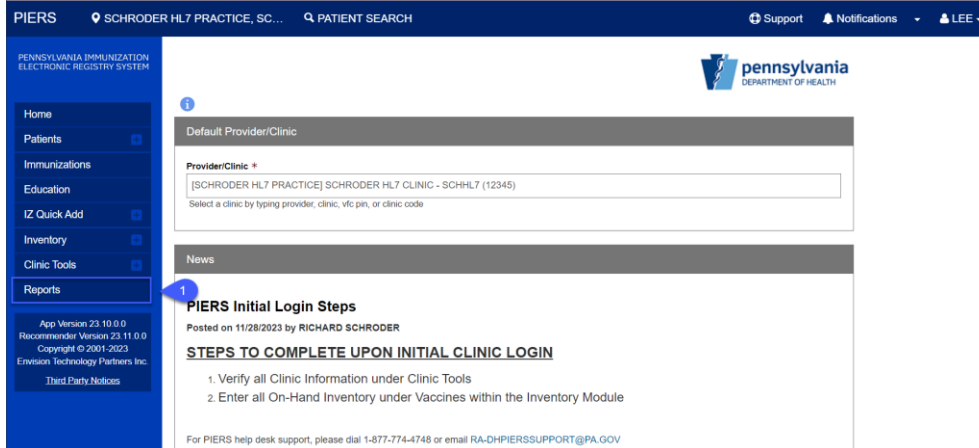


Perform a Vaccine Inventory Reconciliation (HL7 clinic)

Run the Aggregate Administered Doses Report



PIERS SCHRODER HL7 PRACTICE, SC... PATIENT SEARCH Support Notifications LEE -

PENNSYLVANIA IMMUNIZATION ELECTRONIC REGISTRY SYSTEM

Home Patients Immunizations Education IZ Quick Add Inventory Clinic Tools Reports

App Version 23.10.0.0
Recommender Version 23.11.0.0
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Third Party Notices

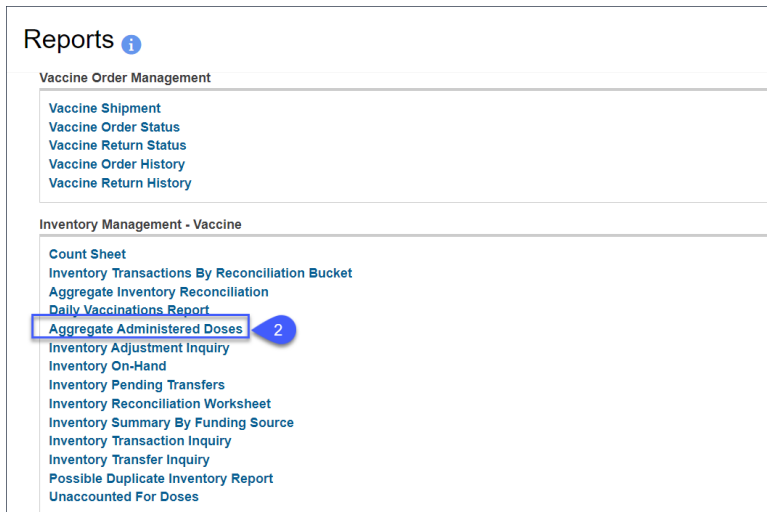
Default Provider/Clinic

Provider/Clinic *
[SCHRODER HL7 PRACTICE] SCHRODER HL7 CLINIC - SCHHL7 (12345)
Select a clinic by typing provider, clinic, vfc pin, or clinic code

News

1 **PIERS Initial Login Steps**
Posted on 11/28/2023 by RICHARD SCHRODER
STEPS TO COMPLETE UPON INITIAL CLINIC LOGIN
1. Verify all Clinic Information under Clinic Tools
2. Enter all On-Hand Inventory under Vaccines within the Inventory Module
For PIERS help desk support, please dial 1-877-774-4748 or email RA-DHPIERSUPPORT@PA.GOV

1. Click **Reports**.



Reports

Vaccine Order Management

- Vaccine Shipment
- Vaccine Order Status
- Vaccine Return Status
- Vaccine Order History
- Vaccine Return History

Inventory Management - Vaccine

- Count Sheet
- Inventory Transactions By Reconciliation Bucket
- Aggregate Inventory Reconciliation
- Daily Vaccinations Report
- Aggregate Administered Doses**
- Inventory Adjustment Inquiry
- Inventory On-Hand
- Inventory Pending Transfers
- Inventory Reconciliation Worksheet
- Inventory Summary By Funding Source
- Inventory Transaction Inquiry
- Inventory Transfer Inquiry
- Possible Duplicate Inventory Report
- Unaccounted For Doses

2. Under the Inventory Management – Vaccine section, click **Aggregate Administered Doses**.

Aggregate Administered Doses

Enter the selection criteria and click "Run Report" or click "Cancel" to return to the previous page. i

Report Selection Criteria

Provider *
SCHRODER HL7 PRACTICE

Clinic *
12345 : SCHRODER HL7 CLINIC

Vaccination Date Range *
From: 08/01/2023 Through: 12/07/2023 3

Funding Source
(ALL)

Vaccine
(ALL)

Output Type PDF EXTRACT - Delimiter: | 4

Run Report Cancel

The **Report Selection Criteria** screen displays.

Adjust/select any prefilled required criteria, if needed.

3. Enter a **Vaccination Date Range**.
4. Click **Run Report**.

View.aspx | 1 / 1 | 67% | [Icons]

PIERS
Aggregate Administered Doses

December 07, 2023

Provider = SCHRODER HL7 PRACTICE, Clinic = 12345 : SCHRODER HL7 CLINIC, Dose Administered From Date = 08/01/2023, Dose Administered Through Date = 12/07/2023, Funding Source = (ALL), Vaccine = (ALL)

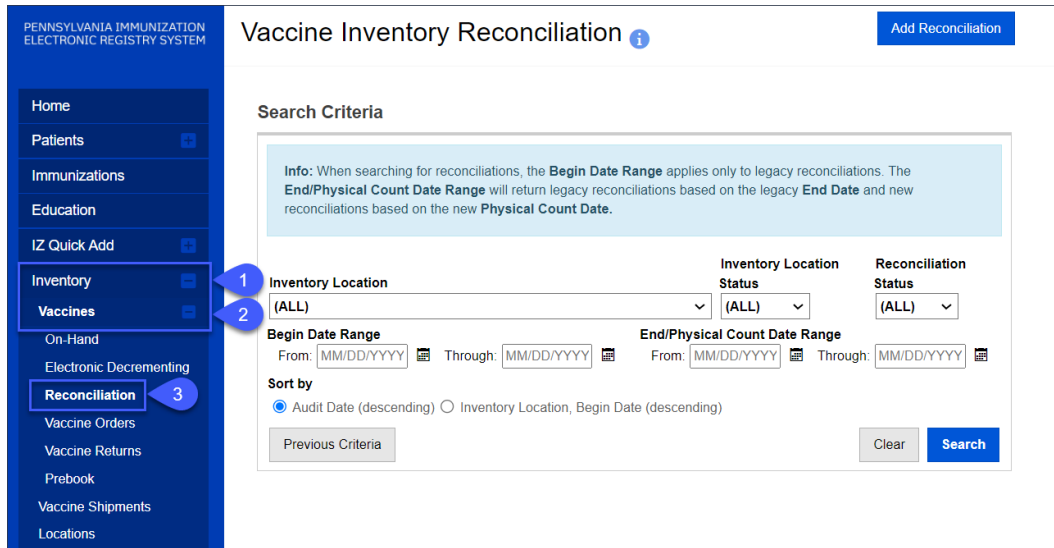
SCHHL7 - SCHRODER HL7 CLINIC - 12345

Vaccination	Manufacturer	NDC Number	Lot Number	Expiration Date	Funding Source	Doses
DtaP-HepB-IPV (Pediarix)	SKB		PED12312	06/11/2024	VFC	1
Hep B, ped/adol	SKB	58160-0820-11	HEPB12312	06/11/2024	VFC	1

The report displays.

Take note of the vaccine name and number of doses indicated on the report. You will use these numbers during the reconciliation process.

Perform the Reconciliation



Vaccine Inventory Reconciliation Add Reconciliation

Search Criteria

Info: When searching for reconciliations, the **Begin Date Range** applies only to legacy reconciliations. The **End/Physical Count Date Range** will return legacy reconciliations based on the legacy **End Date** and new reconciliations based on the new **Physical Count Date**.

Inventory Location (ALL) **Inventory Location Status** (ALL) **Reconciliation Status** (ALL)

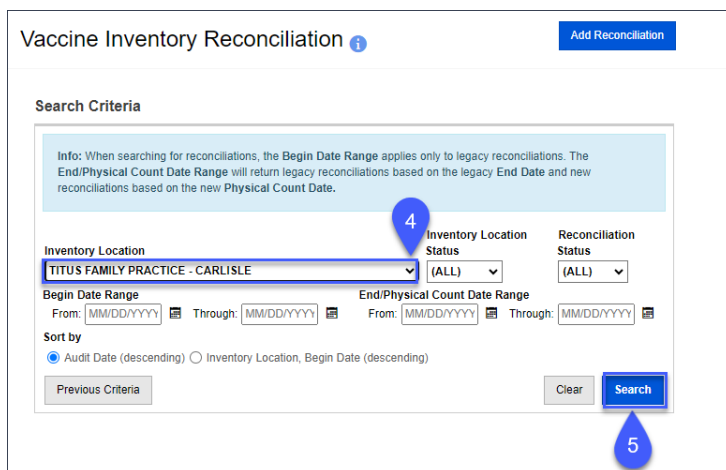
Begin Date Range From: MM/DD/YYYY Through: MM/DD/YYYY **End/Physical Count Date Range** From: MM/DD/YYYY Through: MM/DD/YYYY

Sort by
 Audit Date (descending) Inventory Location, Begin Date (descending)

Previous Criteria Clear Search

1. Click **Inventory**.
 2. Click **Vaccines**.
 3. Click **Reconciliation**.

1. Click **Inventory**.
2. Click **Vaccines**.
3. Click **Reconciliation**.



Vaccine Inventory Reconciliation Add Reconciliation

Search Criteria

Info: When searching for reconciliations, the **Begin Date Range** applies only to legacy reconciliations. The **End/Physical Count Date Range** will return legacy reconciliations based on the legacy **End Date** and new reconciliations based on the new **Physical Count Date**.

Inventory Location TITUS FAMILY PRACTICE - CARLISLE **Inventory Location Status** (ALL) **Reconciliation Status** (ALL)

Begin Date Range From: MM/DD/YYYY Through: MM/DD/YYYY **End/Physical Count Date Range** From: MM/DD/YYYY Through: MM/DD/YYYY

Sort by
 Audit Date (descending) Inventory Location, Begin Date (descending)

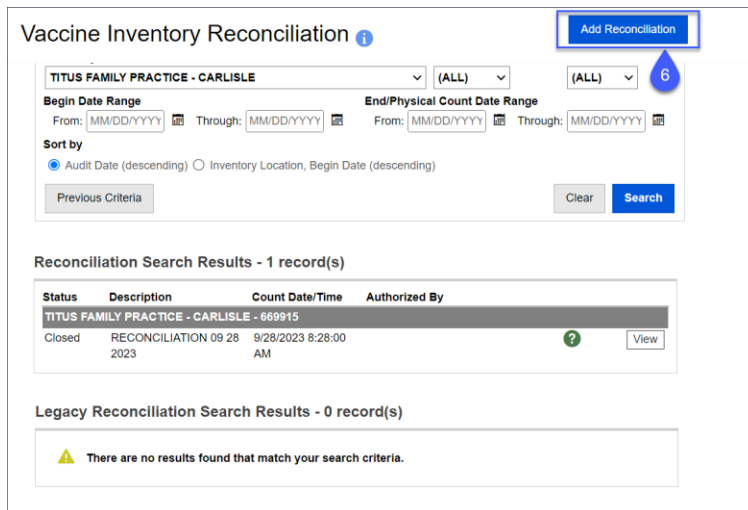
Previous Criteria Clear Search

4. Select the appropriate **Inventory Location**.
 5. Click **Search**.

The **Search Criteria** screen displays.

NOTE: Always perform a search prior to adding a reconciliation. You can not add a reconciliation if there is an open reconciliation.

4. Select the appropriate **Inventory Location**.
Inventory Location Status, Reconciliation Status, Begin Date Range, and End/Physical Count Date Range can be used to narrow search results, if needed.
5. Click **Search**.



Vaccine Inventory Reconciliation Add Reconciliation

TITUS FAMILY PRACTICE - CARLISLE (ALL) (ALL) 6

Begin Date Range: From: MM/DD/YYYY Through: MM/DD/YYYY End/Physical Count Date Range: From: MM/DD/YYYY Through: MM/DD/YYYY

Sort by: Audit Date (descending) Inventory Location, Begin Date (descending)

Previous Criteria Clear Search

Reconciliation Search Results - 1 record(s)

Status	Description	Count Date/Time	Authorized By
Closed	RECONCILIATION 09 28 2023	9/28/2023 8:28:00 AM	

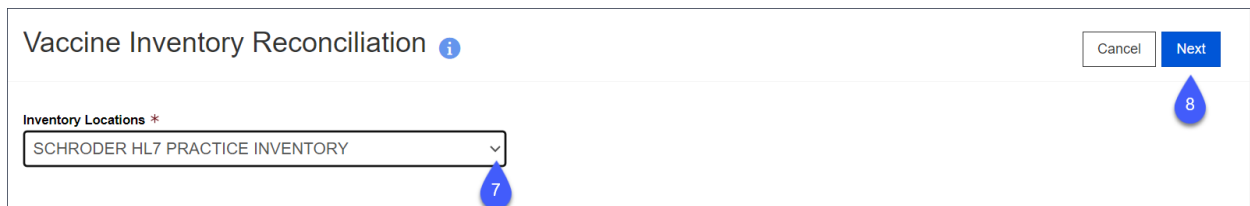
Legacy Reconciliation Search Results - 0 record(s)

⚠ There are no results found that match your search criteria.

The Search results display.

Ensure there aren't any open reconciliations. If there are open reconciliations, click **View** to continue using the reconciliation that was already started.

6. Click **Add Reconciliation**.



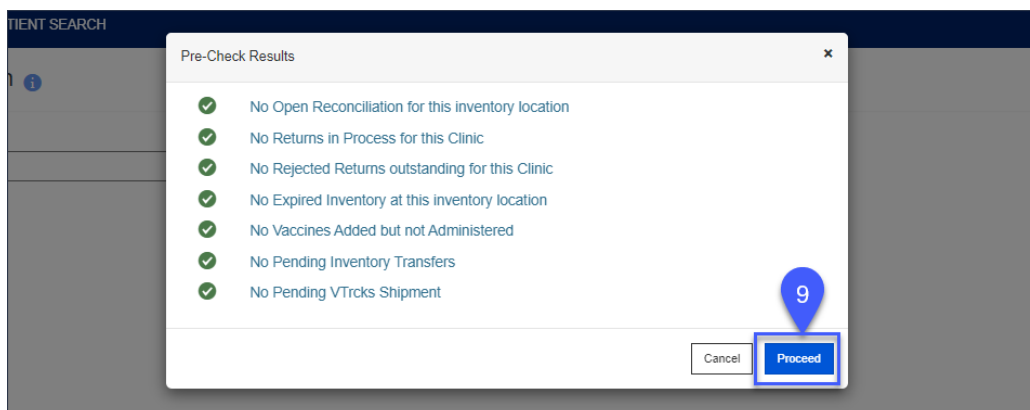
Vaccine Inventory Reconciliation Cancel Next

Inventory Locations * 8

SCHRODER HL7 PRACTICE INVENTORY 7

7. Select the **Inventory Location**.

8. Click **Next**.



Pre-Check Results

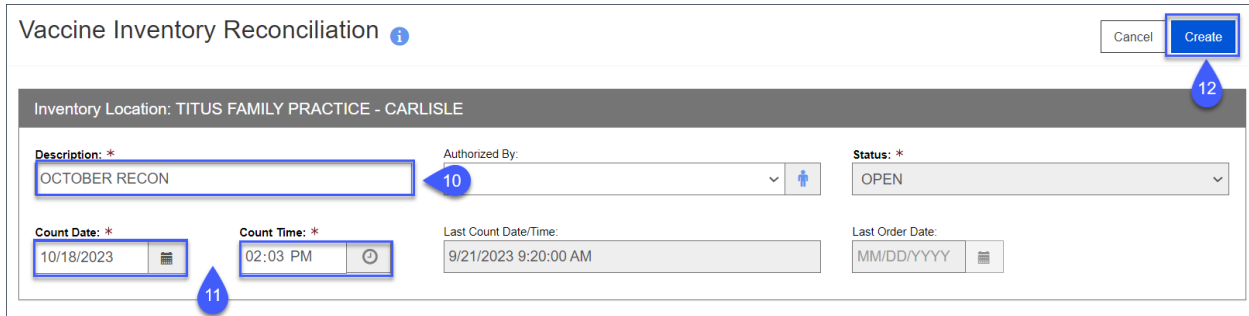
- ✓ No Open Reconciliation for this inventory location
- ✓ No Returns in Process for this Clinic
- ✓ No Rejected Returns outstanding for this Clinic
- ✓ No Expired Inventory at this inventory location
- ✓ No Vaccines Added but not Administered
- ✓ No Pending Inventory Transfers
- ✓ No Pending VTrcks Shipment

Cancel Proceed 9

The **Pre-Check Results** pop-up displays.

The reconciliation precheck will occur before you can proceed with the reconciliation. Any unmet requirements will be marked with a red stop icon (⊘) and a View or Resolve button. If all precheck requirements have been met, the Proceed button will be available.

9. Click **Procced**.



Vaccine Inventory Reconciliation Cancel **Create**

Inventory Location: TITUS FAMILY PRACTICE - CARLISLE

Description: * Authorized By: Status: *

Count Date: * Count Time: * Last Count Date/Time: Last Order Date:

The **Inventory Reconciliation Create** screen displays.

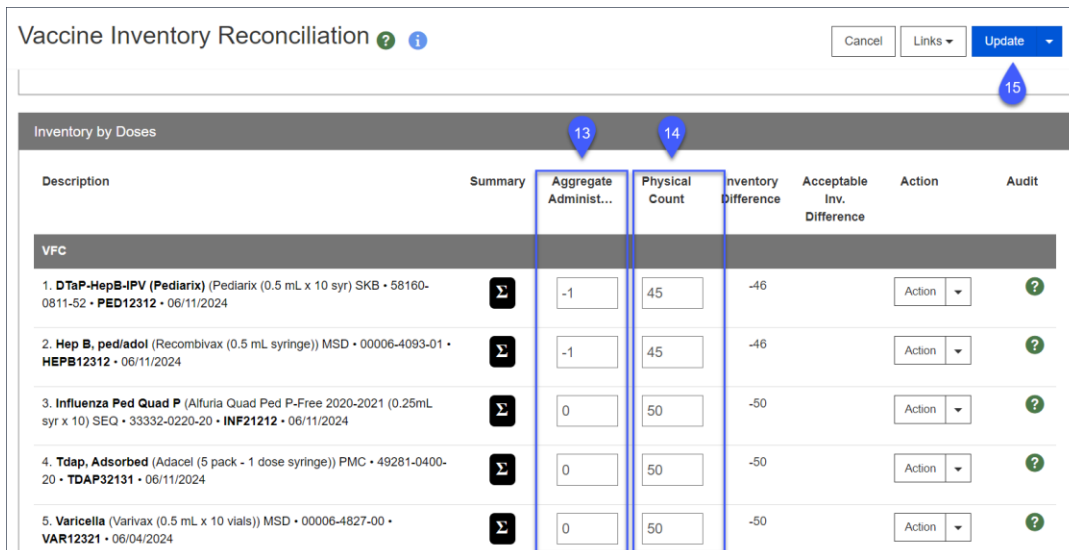
10. Enter a reconciliation **Description** (e.g., timeframe for the reconciliation).

Approved By can be entered, if needed.

11. Enter the **Date/Time**.

NOTE: It is best practice to count the physical vaccine inventory on a date and time when vaccinations are not being given in the clinic, such as the end of the clinic day. The date must be after the previous reconciliation count date and may not be a future date. When a reconciliation is opened for an inventory location and the count date is entered, any vaccinations that have an administration time or a transaction time after the count date and time will not be reflected in that reconciliation.

12. Click **Create**.



Vaccine Inventory Reconciliation Cancel Links **Update**

Inventory by Doses

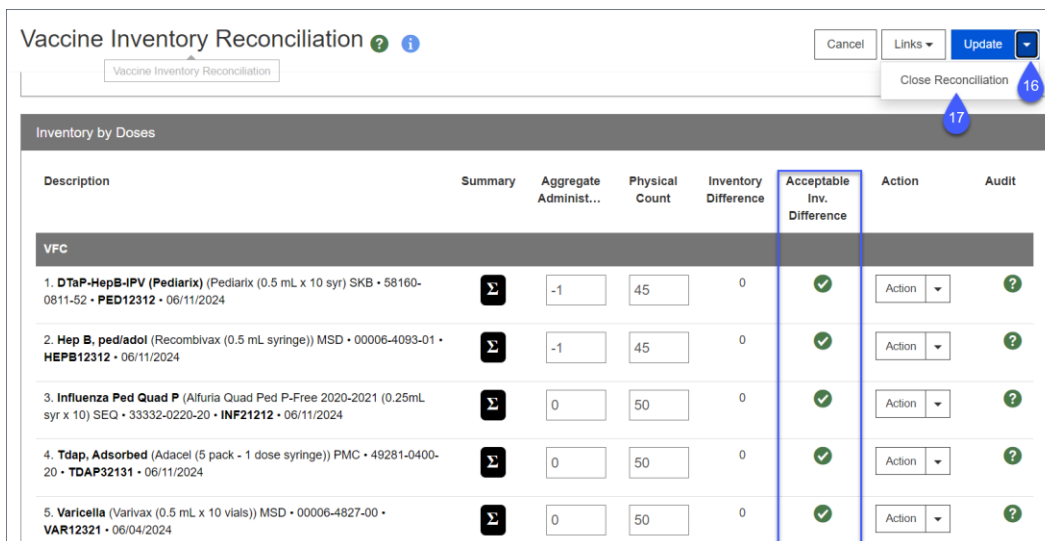
Description	Summary	Aggregate Administ...	Physical Count	Inventory Difference	Acceptable Inv. Difference	Action	Audit
VFC							
1. DTaP-HepB-IPV (Pediarix) (Pediarix (0.5 mL x 10 syr) SKB • 58160-0811-52 • PED12312 • 06/11/2024	Σ	-1	45	-46		Action	?
2. Hep B, ped/adol (Recombivax (0.5 mL syringe)) MSD • 00006-4093-01 • HEPB12312 • 06/11/2024	Σ	-1	45	-46		Action	?
3. Influenza Ped Quad P (Alfurix Quad Ped P-Free 2020-2021 (0.25mL syr x 10) SEQ • 33332-0220-20 • INF21212 • 06/11/2024	Σ	0	50	-50		Action	?
4. Tdap, Adсорbed (Adacel (5 pack - 1 dose syringe)) PMC • 49281-0400-20 • TDAP32131 • 06/11/2024	Σ	0	50	-50		Action	?
5. Varicella (Varivax (0.5 mL x 10 vials)) MSD • 00006-4827-00 • VAR12321 • 06/04/2024	Σ	0	50	-50		Action	?

The **Vaccine Inventory Reconciliation Edit** screen displays.

13. Enter the **Aggregate Administered** dose number(s) from the Aggregate Administered Doses report
14. Enter the **Physical Count** for each line item.
15. Click **Update**.

✓ **Success** The Record Has Been Saved ✕

The Success message displays.



Vaccine Inventory Reconciliation

Cancel Links Update

Close Reconciliation 16

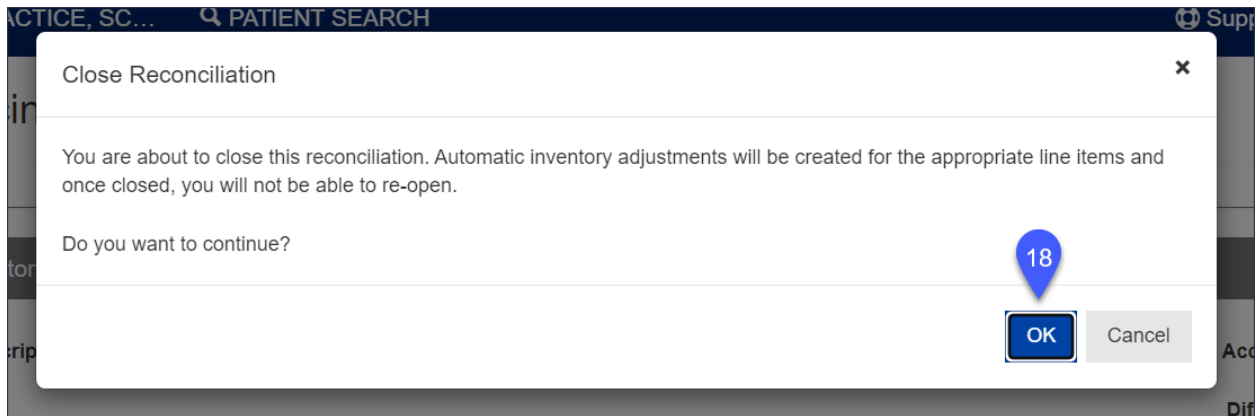
Inventory by Doses

Description	Summary	Aggregate Administ...	Physical Count	Inventory Difference	Acceptable Inv. Difference	Action	Audit
VFC							
1. DTap-HepB-IPV (Pediarix) (Pediarix (0.5 mL x 10 syr) SKB • 58160-0811-52 • PED12312 • 06/11/2024	Σ	-1	45	0	✓	Action	?
2. Hep B, ped/adol (Recombivax (0.5 mL syringe)) MSD • 00006-4093-01 • HEPB12312 • 06/11/2024	Σ	-1	45	0	✓	Action	?
3. Influenza Ped Quad P (Aifuria Quad Ped P-Free 2020-2021 (0.25mL syr x 10) SEQ • 33332-0220-20 • INF21212 • 06/11/2024	Σ	0	50	0	✓	Action	?
4. Tdap, Adсорbed (Adacel (5 pack - 1 dose syringe)) PMC • 49281-0400-20 • TDAP32131 • 06/11/2024	Σ	0	50	0	✓	Action	?
5. Varicella (Varivax (0.5 mL x 10 vials)) MSD • 00006-4827-00 • VAR12321 • 06/04/2024	Σ	0	50	0	✓	Action	?

Verify all inventory items have green circle with a white check mark in the **Acceptable Inv. Difference** column. Being within the Acceptable Inv. Difference is required to close/complete the reconciliation.

NOTE: Line items with unacceptable inventory differences will have a red stop icon (⊘), which will stop the reconciliation from being closed/completed. To account for the doses causing the discrepancy, click the down arrow beside **Action** and click **Create Inventory Adjustment**.

16. When all line items are within the Acceptable Inv. Difference click the drop-down arrow beside **Update**.
17. Click **Close Reconciliation**.



A **Close Reconciliation** confirmation pop-up displays.

18. Click **Ok**.



The Success message displays.