



# North Dakota Immunization Information System: Provider Inventory Report

The Provider Inventory Report provides a printable PDF document of all doses on hand for your provider site. Report options include the ability to show doses of expired vaccine, as well as to list both publicly funded and privately purchased vaccine lots in a single inventory report.

## How To Run a Provider Inventory Report:

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

The screenshot shows the 'Reports' module interface. At the top left is an orange icon with a white arrow pointing up. Below it is a blue bar with the text 'Reports' and a 'Help' button. The main content area has two tabs: 'Saved Reports' and 'New Request'. Below the tabs is a message: 'Please select a report type to view the detailed report criteria selection menu.' A dropdown menu for 'Report Type' is open, showing options: '-- SELECT ONE --', 'Coverage Rate Reports', 'Pandemic Preparedness Reports', 'Patient Management Reports', 'Provider Inventory Reports' (highlighted with a red circle), and 'Smallpox Response Reports'. A red arrow points from this circle to a second dropdown menu. This second menu is also open, showing options: 'Borrow and Return Lots - Balance', 'Borrow and Return Lots - Balance', 'Borrow and Return Lots - Detailed', 'Doses Administered', '\* Provider' (with an asterisk), 'Lot Distribution by Lot', 'Lot Inventory Expiring', 'Provider Inventory' (highlighted with a red circle), 'Vaccine Shipped Report', and 'Wastage Return'. Below the second dropdown is a 'Run Now' button.

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

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

\* Provider    
 Include Expired Vaccines    
 Vaccine Type

3.) Select "Yes" or "No" from the **Include Expired Vaccines** drop-down


Include Expired Vaccines    
 Vaccine Type

4.) Select **Vaccine Type** from the drop-down

Vaccine Type

5.) After all fields have been selected, click **Run Now** or **Run Later** to run the report.

6.) Return to the Saved Reports tab to check the status of your report. You may need to hit the **Refresh** button to update the Reports listed. When the status column lists your report as Completed, click the **View** button to open your report PDF.

 **Reports**

Saved Reports

Report Name	Status	Request Date	Request By	Seq #
Provider Inventory Report	Completed	11/17/2020	M. Woinarowicz	10543

Selection Criteria	Value(s)
Provider	04933 - SANFORD CHILDREN'S FAR
Include Expired Vaccines	NO
Vaccine Type	ALL

# Sample Provider Inventory Report

The report output will be organized alphabetically by vaccine type and lot number.

## Provider Inventory Report

Printed on 11/17/2020 5:13:00 PM

Provider: 7007 - JIM TEST

Include Expired Vaccines: NO

Vaccine Type: ALL

### BOTULINUM ANTITOXIN

Lot Number	NDC Code	Expiration Date	Doses On Hand
scott test2	UNKNOWN	12/31/2021	40
scott test2 - Private	UNKNOWN	12/31/2021	0
scott test2 - Private	UNKNOWN	12/31/2021	-1
			Total 39

### DTAP

Lot Number	NDC Code	Expiration Date	Doses On Hand
10MWLOT99999 - Private	UNKNOWN	12/20/2020	20
			Total 20

### INFL (IIV3 W/P)

Lot Number	NDC Code	Expiration Date	Doses On Hand
987885	UNKNOWN	12/31/2020	-7
			Total -7

### MCV4 Menactra

Lot Number	NDC Code	Expiration Date	Doses On Hand
00001THTEST - Private	49281-0589-05	12/31/2099	-7
00001THTEST - STATE	UNKNOWN	12/31/2087	-9
6677BBTEST - Private	UNKNOWN	12/31/2025	20
			Total 4

Requested On 11/17/2020 By ndsdh-148

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