COVID-19 Vaccine Report



A Covid-19 Vaccine Report can be created in Florida SHOTS that provides an Excel file of all your patients who have received the Covid-19 vaccine within the specified time frame, and includes series status and if applicable next due date. This guide will give you the step-by-step instructions to create the report.

STEP 1

Log into Florida SHOTS.

STEP 2

Select "COVID-19 Reports" then "Vaccine Report" from the Florida SHOTS menu.

Task List
Patients
Reminder Recall
System Transactions
Vaccine Inventory
Assess Imm Levels
Reports
Administration
Customer Support
Meaningful Use
COVID-19
COVID-19 Reports
Vaccine Report
VFC Re-enroll
<u>Sign out</u>

STEP 3

Select from the search options "Date Vaccination Given" or "Date Vaccination Entered in FLSHOTS", then enter the date range range in the "From Date" and "To Date" fields. Next, select to search shots provided by "All Sites" or a specific "Service Site" within your org from the criteria fields. Click on "Generate COVID-19 Vaccination Report" button.

COVID-19 Vaccination Search Criteria														
Search by: O Date Vaccination Given														
	Date Vaccination Entered in FLSHOTS													
From Date:	*	To Date: *												
Search by shots provided by ALAC	Search by shots provided by ALACHUA CHD:													
	All Sites													
	SITE 1 ZCHD1 (VFC PIN: 700191) SITE2 ZCHD1 Unspecified													
Search by County of Residence:														
	O ALACHUA County													
	Generate COVID-19 Vaccination Report													

STEP 4

Click "OK" on the pop-up message advising you that it may take over five minutes to generate.



STEP 5

Click "**OK**" on the additional pop-up message advising you that the Excel file will open in a separate window. Proceed to click "**Open**" on the additional message to open the file.

Florida Shots		www.flshots.com says			
LINE ALLAND ANLES TALLAND ANLE	VID-19 Vaccination Report	Excel file has been sent to a separate window. Select an item from the menu at the left. Note: The newly opened window containing the report must be closed before this report can be successfully requested again.	cessfully requested again.	•	Training Environmen
En RptCOVID19VaccByCxis	Always open files of this type Show in folder Copy download link Report this file as unsafe Detec file Cancel				
Open file				_	5100

STEP 6

Once the file opens, the results are displayed on the "**COVID-19 Vacc By County Rpt**" tab and the "**Search Criteria**" recaps your selection that you entered for the report. The report heading format consists of:

IMM State ID, Patient Last Name, Patient First Name, Patient Middle Name, Date of Birth, Sex, Ethnicity, Race, Physical Address 1, Physical Address City, Physical Address State, Physical Address Zip, County of Residence, Phone Number, E-mail Address, CIP Organization, CIP EID, CIP Site Name, Vaccine Type, CVX Code, CPT Code, Date Given, MFG/Lot Number, Inventory Expiration Date, Age AT Vaccination, VFC Eligibility, Program Comp/ Funding Prog, Provider Organization Name, Provider Organization Type, Service Site Name, VFC PIN, Service Site Clinic, Service Site Clinic External ID, Service Site County, Provider Type, Risk Factor, Record Entered By, Date of Entry, Provider Person ID, Dose Number, Series Status and Next Recmd Due Date.

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1	State IMM	Patient Last Nat *	Patient Fi	Pat *	DOB	Sex -	Ethnici	Ra T	Physical Add	City - St	a Zip	* Coun	CIP Organization	CIP E	CIP Site Name *	Vaccine Type	· CVX ·	CPT Cc -	Date Give *	MFG/Lot Num	b	
2	8011770789	DUNLAVY	RICHARD		01/16/1955	5 FEMALE	NO - NO	T UNKN	1282 FIRST ST	TOWN FL	3333	B LEON	BEACH MED GROU	P 4953	BEACH GRP SW	COVID-19 MODERNA	207	91301	01/02/2021	MOD/011L20/	4	
3	8011770790	DUNNE	RICHARD		01/04/1955	FEMALE	NO - NO	UNKN	1283 FIRST ST	TOWNFL	3333	B LEON	BEACH MED GROU	P 4953	BEACH GRP SW	COVID-19 MODERNA	207	91301	01/02/2021	MOD/011L204	4	
4	8011770791	DUNNICK	RICHARD		12/27/1954	FEMALE	NO - NO	T UNKN	1284 FIRST ST	TOWNFL	3333	B LEON	BEACH MED GROU	P 4953	BEACH GRP SW	COVID-19 MODERNA	207	91301	01/02/2021	MOD/011L204	4	
5	8011770792	DUNNICK	RICHARD		12/24/1954	FEMALE	NO - NO	T UNKN	1285 FIRST ST	TOWNFL	3333	B LEON	BEACH MED GROU	P 4953	BEACH GRP SW	COVID-19 MODERNA	207	91301	01/02/2021	MOD/011L204	4	
6	8011770793	DOMBROWSKI	ROBERT		05/10/1955	5 FEMALE	NO - NO	T WHIT	1270 FIRST ST	TOWN FI	3333	B LEON	BEACH MED GROU	P 4953	BEACH GRP SW	COVID-19 MODERNA	207	91301	01/02/2021	MOD/011L204	4	
7	8011770794	DOXIE	RICHARD		02/05/1955	5 FEMALE	NO - NO	T UNKN	1281 FIRST ST	TOWNFL	3333	B LEON	BEACH MED GROU	P 4953	BEACH GRP SW	COVID-19 MODERNA	207	91301	01/02/2021	MOD/011L204	4	
8	8011770795	DUNNICK	RICHARD		12/10/1954	1 FEMALE	NO - NO	T UNKN	1286 FIRST ST	TOWN FL	3333	B LEON	BEACH MED GROU	P 4953	BEACH GRP SW	COVID-19 MODERNA	207	91301	01/02/2021	MOD/011L204	<u>4</u>	
9	8011770796	DWECK	RICHARD		12/03/1954	FEMALE	NO - NO	T UNKN	1287 FIRST ST	TOWN FL	3333	B LEON	BEACH MED GROU	P 4953	BEACH GRP SW	COVID-19 MODERNA	207	91301	01/02/2021	MOD/011L20/	4	
10	8011770797	DOWD	RICHARD		02/12/1955	5 FEMALE	NO - NO	UNKN	1280 FIRST ST	TOWNFL	3333	B LEON	BEACH MED GROU	P 4953	BEACH GRP SW	COVID-19 MODERNA	207	91301	01/02/2021	MOD/011L20/	4	
11	8011770798	DYE	RHONA		12/02/1954	4 FEMALE	NO - NO	UNKN	1288 FIRST ST	TOWNFL	3333	3 LEON	BEACH MED GROU	P 4953	BEACH GRP SW	COVID-19 MODERNA	207	91301	01/02/2021	MOD/011L204	4	
12	8011770799	DOOLEY	RITA		05/03/1955	5 FEMALE	NO - NO	T WHIT	1272 FIRST ST	TOWNFL	3333	3 LEON	BEACH MED GROU	P 4953	BEACH GRP SW	COVID-19 MODERNA	207	91301	01/02/2021	MOD/011L204	4	
13	8011770800	DOWD	RICHARD		02/18/1959	5 FEMALE	NO - NO	T UNKN	1279 FIRST ST	TOWNFL	3333	3 LEON	BEACH MED GROU	P 4953	BEACH GRP SW	COVID-19 MODERNA	207	91301	01/02/2021	MOD/011L204	4	
14	8011770801	DOUGLASS	RICHARD		03/03/1955	FEMALE	NO - NO	UNKN	1278 FIRST ST	TOWNFL	3333	B LEON	BEACH MED GROU	P 4953	BEACH GRP SW	COVID-19 MODERNA	207	91301	01/02/2021	MOD/011L204	4	
15	8011770802	DOUGLAS	RICHARD		03/04/1955	5 FEMALE	NO - NO	T UNKN	1277 FIRST ST	TOWNFL	3333	3 LEON	BEACH MED GROU	P 4953	BEACH GRP SW	COVID-19 MODERNA	207	91301	01/02/2021	MOD/011L204	4	
16	8011770803	DOUGLAS	RICHARD		04/25/1955	5 FEMALE	NO - NO	T UNKN	1276 FIRST ST	TOWNFL	3333	3 LEON	BEACH MED GROU	P 4953	BEACH GRP SW	COVID-19 MODERNA	207	91301	01/02/2021	MOD/011L20/	4	
17	8011770804	DOUGLAS	RICHARD		04/27/1955	FEMALE	NO - NO	T UNKN	1275 FIRST ST	TOWNFL	3333	3 LEON	BEACH MED GROU	P 4953	BEACH GRP SW	COVID-19 MODERNA	207	91301	01/02/2021	MOD/011L20/	<u>.</u>	
18	8011770805	DOMBROWSKI	ROBERT		05/17/1955	FEMALE	NO - NO	WHIT	1269 FIRST ST	TOWNER	3333	3 LEON	BEACH MED GROU	P 4953	BEACH GRP SW	COVID-19 MODERNA	207	91301	01/02/2021	MOD/011L20/	4	
19	8011770806	DOUGLAS	RICHARD		04/28/1955	FEMALE	NO - NO	UNK	1274 FIRST ST	TOWNEL	3333	3 LEON	BEACH MED GROU	P 4953	BEACH GRP SW	COVID-19 MODERNA	207	91301	01/02/2021	MOD/011L204	<u> </u>	
20	8011//080/	DORSCH	RICHARD		04/29/1955	FEMALE	NO - NO	WHIT	1273 FIRST ST	TOWNER	3333	3 LEON	BEACH MED GROU	P 4953	BEACH GRP SW	COVID-19 MODERNA	207	91301	01/02/2021	MOD/011L204	4	
21	8011770808	DOLAN	ROBERT		05/18/1953	FEMALE	NO - NO	T WHIT	1268 FIRST ST	TOWNER	3333	S LEON	BEACH MED GROU	P 4953	BEACH GRP SW	COVID-19 MODERNA	207	91301	01/02/2021	MOD/0111204	2	
22	8011770809	DUNUHU	RUBERT		05/04/1955	PENIALE	NO - NO		1271 FIRST ST	TOWNER			BEACH WED GROU	P 4953	BEACH GRP SW	COVID-19 MODERINA	207	91301	01/02/2021	MOD/011L20A	<u>.</u>	
23	8011770810	ALAI	WILLIAW		07/12/105/		TES - HIS	T LINKA	1221 FIRST ST	TOWNFL	3333		BEACH MED GROU	P 4953	BEACH GRP SW	COVID-19 MODERNA	207	91301	01/02/2021	MOD/0111204		
24	8011770811	FERNELL	PHILIP		07/13/1934		NO NO	T LINKA	1306 FIRST ST	TOWNFL			BEACH WED GROU	P 4955	BEACH GRP SW	COVID-19 WODERNA	207	91301	01/02/2021	MOD/011120/		
25	8011770812	FEINSTERIVIACHER	PHILLIP		07/17/1954	FEIVIALE	NO - NO	T LINK	1303 FIRST ST	TOWNFL			BEACH MED GROU	P 4953	BEACH GRP SW	COVID-19 MODERINA	207	91301	01/02/2021	MOD/011120/	<u>.</u>	
20	8011770813	FELDWIAN	DDISCULA		07/25/1954	FEMALE	NO NO		1202 FIRST ST	TOWNEL	3333		BEACH MED GROU	P 4953	DEACH GRP SW	COVID-19 MODERNA	207	01201	01/02/2021	MOD/0111204		
21	0011770015	EAZZINIA	PRIOCILLA		07/26/1054		NO - NO	TUNPA	1202 FIRST ST	TOWNEL	3333		BEACH MED GROU	P 4953	DEACH GRP SW	COVID-19 MODERNA	207	91301	01/02/2021	MOD/0111204		
20	2011770813	CADDELL	DAE		07/20/1934	EENAALE	NO - NO	TUNK	1202 FIRST ST	TOWNER	2222		REACH MED GROU	D 4052	DEACH GRP SW	COVID-19 MODERNA	207	01201	01/02/2021	MOD/011120/		
30	8011770817	FARR	RALDH		08/13/105/	FEMALE	NO - NO	TUNE	1301 FIRST ST	TOWNER	3333		BEACH MED GROU	P 4933	BEACH GRD SW	COVID-19 MODERNA	207	91301	01/02/2021	MOD/0111204	-	
30	CC	VID-19 Vacc By C	ounty Rpt	Sear	ch Criteria	+	10 - NC	- ONAP	1500 FINST 51	TOWNER		LEON	E ACH WED GROU	4933	DEACH ORP SW	COVID-15 WIODERINA	207	21301	01/02/2021	NOD/0111204	1	
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NOTE: Due to length of report, only part of report is captured on the screenshot.

HELP DESK

FREE TECHNICAL SUPPORT:

877-888-7468 (SHOT) MONDAY – FRIDAY, 8 A.M. TO 5 P.M. EASTERN

INCLUDING:

- Merging duplicate patient records
- Adding account administrators
- Unlocking Florida SHOTS accounts
- Questions about any Florida SHOTS features
- Requesting Florida SHOTS materials