

# COVaxON 7.0 Functionality Changes

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Latest Release (June 23rd, 2021)

## **Document Purpose:**

The functionality changes for this release are summarized below. Please refer to the latest versions of the job aids, which incorporate the latest functionalities and step-by-step instructions in greater detail.

### High Level Summary of Changes:

- Minor enhancements have been made to the Clinical Flow Process
- The second phase of inventory redesign is included in this release. This includes updates to the Shipment and Inventory set-up and documentation process.
- Starting on June 24<sup>th</sup>, 7 new reports are will be available, and enhancements will be made to 7 existing reports

Please refer to the sections applicable to your role:

#	Section	Changes
1	<b>Clinical Flow</b>  <i>USERS IMPACTED: Vaccinators, Site Staff, Site Super Users, PCP Vaccinators, Clinic Coordinators</i>	<ol style="list-style-type: none"><li>1. AstraZeneca/COVISHEILD pre-screening assessment updates</li><li>2. Duplicate client record logic updated</li><li>3. New "Status" object added to client sociodemographic data</li></ol>
2	<b>Inventory</b>  <i>USERS IMPACTED: Site Super Users, Inventory Managers, PCP Vaccinators, Clinic Coordinators</i>	<ol style="list-style-type: none"><li>1. Inventory Redesign Phase 2: Updates to Shipment and Inventory Creation Process<ol style="list-style-type: none"><li>A. Create Shipment Record</li><li>B. Create Shipment Line Item (SLI) Records</li><li>C. Log any Shipment Line Item Damages</li><li>D. Process Inventory</li></ol></li><li>2. Inventory Lot records are read-only to prevent mismatch</li></ol>
3	<b>Reporting</b>  <i>USERS IMPACTED: Site Super Users, Inventory Managers, Site Staff, Vaccinators</i>	<ol style="list-style-type: none"><li>1. Enhancements to Existing Reports</li><li>2. New Reports</li></ol>

### Important Note for all COVaxON Users:

Users should **NOT** be creating test/dummy data in the COVaxON Production environment. Alternatively, there is a COVaxON training environment that can be leveraged by users to practice using test/dummy data. Details for accessing this environment are located on the MOH SharePoint site that Site Leads have access to.

## Section 1: Clinical Flow

### 1. AstraZeneca/COVISHIELD pre-screening assessment updates

USERS IMPACTED: Vaccinators, Site Super Users, PCP Vaccinators, Clinic Coordinators

#### The AstraZeneca/COVISHIELD pre-screening assessment has been updated:

- **A mandatory checkbox added:** “The COVID-19 Vaccine Information sheet for individuals who received a first dose of Astra Zeneca COVID-19 Vaccine/COVID-19 COVISHIELD has been reviewed with the client as a part of the pre assessment”.
- **A pre-screening question removed:** “Are you or could you be pregnant or breastfeeding?”
- **A pre-screening question updated:** “Do you have a bleeding disorder or are you taking blood thinning medications?”

Administer Dose

ASTRAZENECA COVID-19 AZC Pre-Screening Assessment

Has the client experienced major venous and/or arterial thrombosis with thrombocytopenia following vaccination with any vaccine?  
Has the client experienced a previous cerebral venous sinus thrombosis (CVST) with thrombocytopenia or a heparin-induced thrombocytopenia (HIT)?

Warnings:  
AstraZeneca COVID-19 vaccine/COVISHIELD COVID-19 & JANSSEN COVID-19 Vaccine are contraindicated in individuals who have experienced major venous and/or arterial thrombosis with thrombocytopenia following vaccination with any vaccine.

The AstraZeneca COVID-19 vaccine/COVISHIELD COVID-19 & JANSSEN COVID-19 Vaccine are contraindicated in individuals who have experienced a previous cerebral venous sinus thrombosis (CVST) with thrombocytopenia, or who have experienced heparin-induced thrombocytopenia (HIT). Individuals who think they have experienced heparin-induced thrombocytopenia (HIT) should not receive the vaccine. As recommended by the province's Vaccine Clinical Advisory Group (VCAG).

Create a client warning

☐ The COVID-19 Vaccine Information sheet for individuals who received a first dose of Astra Zeneca COVID-19 Vaccine/COVID-19 COVISHIELD has been reviewed with the client as a part of the pre assessment

If the individual answers yes to any of the pre-screening questions, document details in the comments box below.

☐ Have you been sick in the past few days? Do you have symptoms of COVID-19 or have a fever today?

☐ Have you had a serious allergic reaction or a reaction within 4 hours to the COVID-19 vaccine before?

☐ Do you have allergies to polyethylene glycol, tromethamine (Moderna only) or polysorbate?

☐ Have you had a serious allergic reaction to a vaccine or medication given by injection (e.g., IV, IM), needing medical care?

☐ Have you received a vaccine in the past 14 days?

☐ Do you have a weakened immune system or are you taking any medications that can weaken your immune system (e.g., high dose steroids, chemotherapy)?  

☐ If yes, are you receiving stem cell therapy, CAR-T therapy, chemotherapy, immune checkpoint inhibitors, monoclonal antibodies or other targeted agents?  
☐ If on one of the therapies listed: Have you spoken with your treating health care provider about getting the vaccine?

☐ Do you have a bleeding disorder or are you taking blood thinning medications?

☐ Have you ever felt faint or fainted after receiving a vaccine or medical procedure?

Comments

☐ Pre-screening Assessment Completed

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### 2. Duplicate client record logic updated

USERS IMPACTED: Site Staff, Vaccinators, Site Super Users, PCP Vaccinators, Clinic Coordinators

#### There have been updates to the logic and permissions for duplicate clients:

##### 1. Manual client record creation (through “New Client” button) and Client record creation using data from the Provincial Registry

- Previously, if duplicate demographic information was detected, Site Super Users would receive an error message in the system (blocking them from continuing), and all other users would receive a warning message (that could be bypassed).
- For this release, all user profiles will receive a warning message that can be bypassed.

##### 2. Enriching existing client record information from the Provincial Registry Database:

- Previously, client data could not be copied from the Provincial Registry if any duplicate demographic information was detected.
- For this release, client records with duplicate demographic data can be copied and saved from the Provincial Registry and will be flagged as a duplicate on the client's record.

##### 3. Mass uploading client record data

- There is no change to the duplicate logic for mass uploading client record data. As stated in previous releases, if duplicate demographic information is detected, Site Super Users will receive an error message (blocking them from continuing)

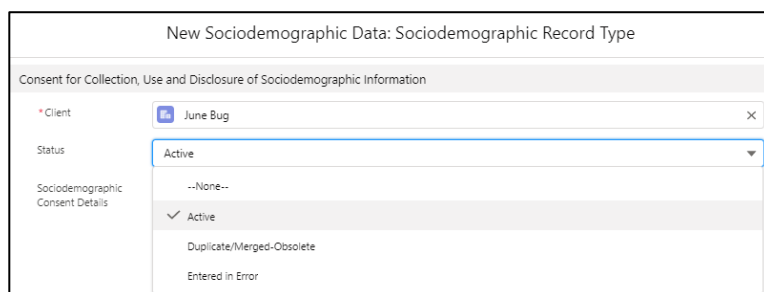
Please note, client records with duplicate Health Card Numbers can never be saved in COVaxON. *It is encouraged to continue to use a client's Health Card Number wherever possible, as it is the best defence against creating duplicate clients.*

### 3. New “Status” object added to client sociodemographic data

USERS IMPACTED: Site Staff, Vaccinators, Site Super Users, PCP Vaccinators, Clinic Coordinators

**A new “Status” field has been added to the client sociodemographic record.** From the dropdown field, select:

- “Active” – (defaulted option) select this status when creating a new sociodemographic data record
- “Duplicate/Merged-Obsolete” – a user cannot merge two duplicate client records if each client has an “Active” sociodemographic record. Therefore, one of the duplicate client’s sociodemographic record’s status must be changed to “Duplicate/Merged-Obsolete” to successfully complete the client record merge. Refer to the “Edit Dose Admin Records & Merge Duplicate Clients” job aid for more details.



- “Entered in Error” - if a Sociodemographic record was mistakenly entered, change the status to “Entered in Error”. Proceed to create a new sociodemographic data record.

Clients are *only able to have one active sociodemographic record saved on their client record*, and any additional records must be tagged as “Duplicate/Merged-Obsolete” or “Entered in Error”. Once a record is tagged to one of those 2 options, the records will be locked and no longer editable by users.

**Additional Notes:**

- Data remediation will occur so all historical sociodemographic records will be set to the “Active” status. If there is more than one historical sociodemographic record on the client’s record, set the most recent "Last Modified" record as "Active" and the other record(s) to "Duplicate/Merged-Obsolete".
- A field “Active SES” has been added to the client record, which indicates if the client has an active sociodemographic record tied to their client record.
- The new status field will be available in operational reports

Active SES	1
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## Section 2: Inventory

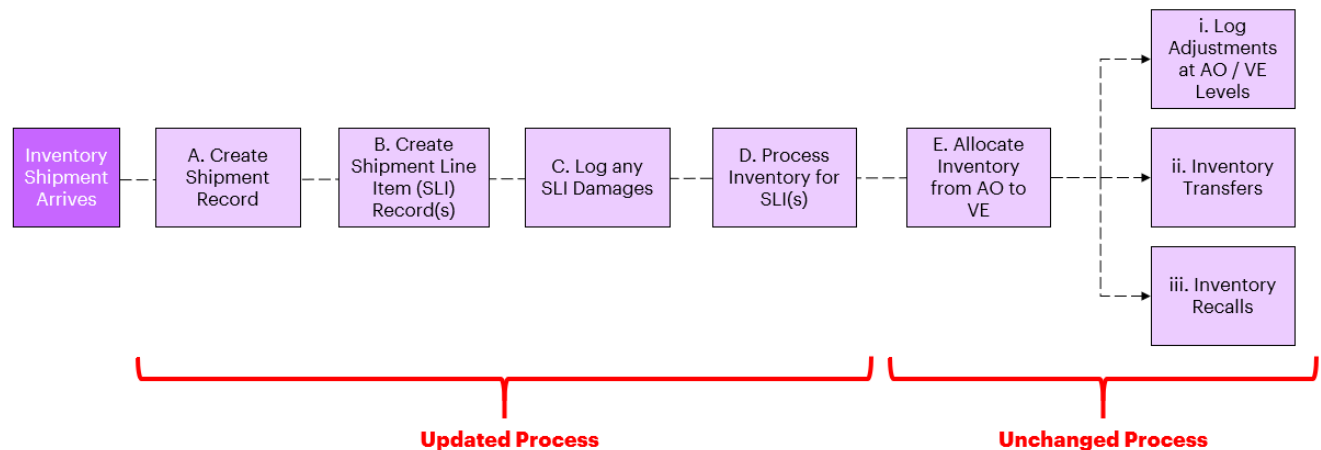
### 1. Inventory Redesign Phase 2: Updates to Shipment and Inventory Creation Process

To streamline the Inventory Management process, COVaxON is undergoing an “Inventory Redesign” that will span over the coming releases. Within each release there are updates to the way that inventory is managed in COVaxON. In release 6.0 (went live May 9<sup>th</sup>), the first phase of inventory redesign was implemented, which included updates to the inventory reconciliation process. For this release, the second phase of the inventory redesign includes updates to the Shipment and Inventory creation process. All functionalities are explained below. **For additional instructions, refer to the updated Inventory Management job aid.**

USERS IMPACTED: Site Super Users, Inventory Managers, PCP Vaccinators, Clinic Coordinators

#### Revised Inventory Management Process:

In this release, the concept of “Shipment Line Items” is introduced which changes the process of creating shipments and inventory. The revised inventory management process and definitions of shipments, shipment line items and inventory records are explained below.



- **Shipment Record** - Authorized Organizations (PHU, Hospitals, Pharmacies, etc.) receive vaccine and diluent inventory from distributors (i.e. the Federal government) and create a shipment record to represent the full shipment received. Shipments can include multiple lots of the same product or different vaccine products.
- **Shipment Line Item (SLI) Record** - After creating a shipment, one or multiple shipment line item records must be created. An SLI can only contain a single lot of Inventory. Therefore, if a shipment includes multiple lots of inventory, multiple shipment line items must be created within the Shipment. For example, if a shipment arrives and it includes Pfizer and Moderna products, 2 different SLI records must be created for each distinct product/lot record.
- **Inventory Record** - After creating a shipment record and associated SLI(s), inventory records are created/updated automatically through “Processing Inventory”, which is explained in more detail below. If an inventory record for the lot received already exists in COVaxON, the quantity of doses received in the SLI will be added to the existing inventory record. If there is no inventory record existing in COVaxON for the lot received, a new inventory record is created automatically upon processing the inventory.

## A. Create Shipment Record

With the introduction of “Shipment Line Items”, the creation of a Shipment Record is now much simpler, with only a few fields to populate. To create a shipment:

1. Go to the “Shipment” tab and select “New”
2. Populate the following information:
  - Requisition ID: enter the alpha numeric ID on the shipping paperwork
  - Receiving AO: Use the search bar to select your AO
  - Status: “New” should be selected (defaulted option).
  - Shipped Date: Input date shipment was sent
  - Received Date: Input date shipment was received
  - Note: “Shipped Historical Override”
  - “Damaged Historical Override” and
  - “Received Historical Override” read-only checkboxes will not be populated by users.
3. Click “Save”

**2** New Shipment

**Information**

Shipment ID:

\* Status:

Requisition ID:

\* Receiving AO:

Cancellation Reason:

**Shipments Dates**

Shipped Date:

Received Date:

**Shipment Totals**

Shipped Historical Override: ☐

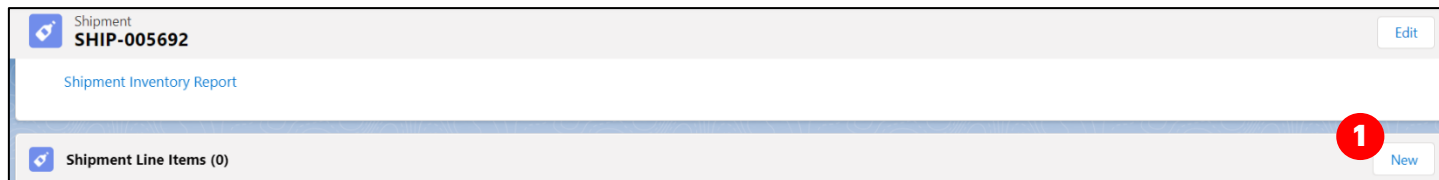
Damaged Historical Override: ☐

## B. Create Shipment Line Item (SLI) Record

Once a shipment record is created, the associated shipment line item record(s) must be created. Create one SLI for each lot of inventory received within the shipment.

### How to create an SLI record:

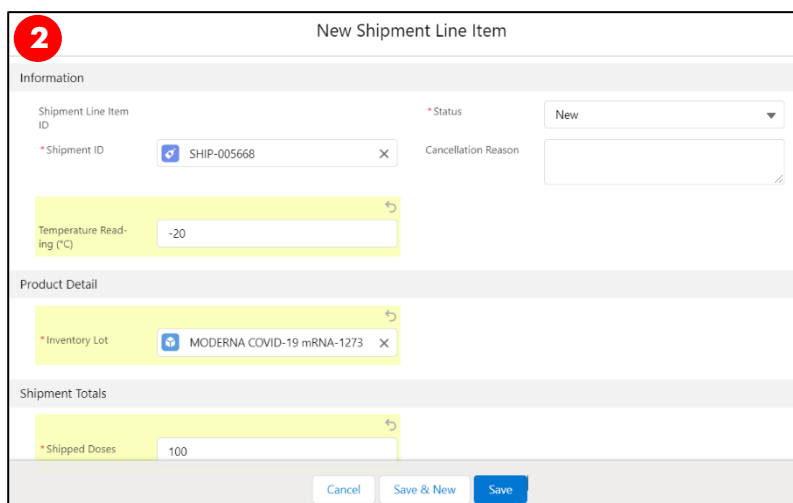
1. From the relevant Shipment record, select “New” from the “Shipment Line Items” box



The screenshot shows a 'Shipment' record for 'SHIP-005692'. Below the shipment details, there is a section titled 'Shipment Line Items (0)'. A red circle with the number '1' highlights the 'New' button located to the right of this section.

2. Populate the following information:

- Shipment Line Item ID: Auto populated based on order of creation
- Shipment ID: Linked Shipment record will be auto populated
- Temperature Reading: Input temperature of the doses received
- Status: Defaulted to “New”.
- Inventory Lot: Search and select the corresponding lot record
- Shipped Doses: Input the number of doses that have been received in the SLI



The screenshot shows the 'New Shipment Line Item' form. A red circle with the number '2' highlights the 'Information' section. This section includes fields for 'Shipment Line Item ID', 'Status' (set to 'New'), 'Shipment ID' (linked to SHIP-005668), 'Cancellation Reason', 'Temperature Reading (°C)' (set to -20), 'Product Detail' (Inventory Lot: MODERNA COVID-19 mRNA-1273), and 'Shipment Totals' (Shipped Doses: 100). At the bottom are 'Cancel', 'Save & New', and 'Save' buttons.

3. Click “Save”

4. It is important to ensure that all appropriate SLI records are completed before processing inventory in the upcoming steps. For example, if the Shipment record included 3 distinct lots, 3 distinct SLIs must be created before any inventory is processed. This is because once inventory is processed, the SLI record is ‘locked’ for editing.

5. From the newly created SLI record, the “Product” field that is associated to the Inventory lot will be available as a read-only field.

### Cancelling SLI Records:

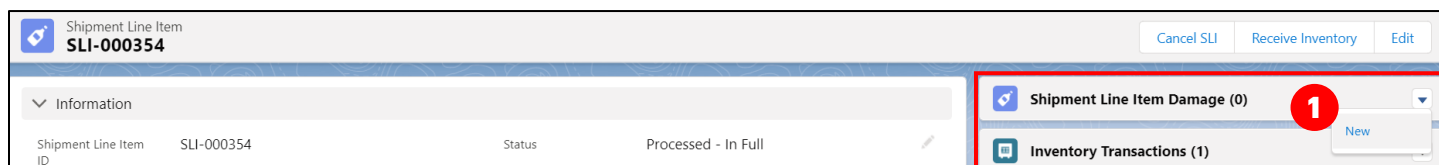
1. If you would like to cancel an SLI record, click the “Cancel SLI” button at the top corner and input a cancellation reason.
2. Once saved, the SLI’s status will automatically be updated to “Cancelled”. Once an SLI is cancelled, the associated SLI lot cannot be added again within the same shipment. Therefore, cancellations should be carefully reviewed as they are permanent and cannot be reversed.
3. Because cancelling an SLI is final, if any edits need to be made to an SLI record, you can select the “Edit” button. Please note, the SLI records are locked for editing once the Inventory is processed.



The screenshot shows the top right corner of the SLI record interface. It contains three buttons: 'Cancel SLI', 'Receive Inventory', and 'Edit'.

## C. Log Any Shipment Line Item Damages

Once an SLI record is created, any associated damages can be recorded using the “Shipment Line Item Damage” box from the SLI record. This will record the quantity of damaged doses and the reason for damage.



The screenshot shows a 'Shipment Line Item' record for 'SLI-000354'. The status is 'Processed - In Full'. A red box with the number '1' highlights the 'Shipment Line Item Damage (0)' box, which has a 'New' button next to it. Below this box is the 'Inventory Transactions (1)' box.

### How to record Shipment Line Item Damages:

1. Select the dropdown arrow next to "Shipment Line Item Damage" and click "New"
2. Populate the following information:
  - ID: Will be auto populated based on order of creation
  - Quantity: Input the number of damaged doses
  - Reason: Select the reason for damage from the dropdown
  - Shipment Line Item: Associated SLI is linked automatically
3. Select "Save"

New Shipment LI Damage

Information

ID

\* Quantity 50

\* Reason SV - Suspected Vaccine Contamination

\* Shipment Line Item SLI-000337

Cancel Save & New Save

### Additional Notes:

- On the SLI Record, the following fields will be updated:
  - Received Doses = Sum of the Shipped Doses minus all Damaged Doses
  - Damaged Doses = Sum of all damaged doses within linked SLI Damages records
- Before moving to the next step to process the inventory, ensure all damages are captured as once the inventory is processed, the SLI record will be locked and no further edits can be made. If any damages need to be recorded after the SLI has been locked, this must be logged as an "Adjustment" Inventory Transaction at the AO level. The reason for the adjustment will be "QH – Quantity Adjustment" and the notes should state, "The Shipment Damages were entered in error. The Inventory Record is being adjusted by XX number of doses"
- Only one reason can be selected for each SLI Damages record. If there are multiple reasons for damage, then multiple SLI Damage records must be created.
- Data remediation has been completed so all previous Shipment records have linked SLI records. The SLI records have been linked to the relevant inventory records.

## D. Process Inventory

Once the Shipment and **all SLI, and SLI Damage record(s) within that shipment** have been created, the SLI(s) must be "processed" to automatically create the relevant inventory record(s) or update existing inventory records. **Do not process inventory until all SLI(s) and SLI Damage record(s) for that shipment have been created**, as processing the inventory will lock the SLI record(s) and shipment record.

If an inventory record for the lot received already exists in COVaxON, the quantity received for the SLI will be added to the existing inventory record. If there is no inventory record existing in COVaxON for the lot received, a new inventory record is created automatically upon processing. For example:

- If lot ABC at the Toronto Public Health AO **has an existing inventory record** (see step 3a below) with 1000 doses, and an SLI record is created for an additional 200 doses, once the inventory is processed, the doses will be added to the existing inventory record, bringing the total number of available doses to 1200.
- If lot XYZ at the Toronto Public Health AO **does not have an existing inventory record** (see step 3b below), once the inventory is processed, the details from the lot and SLI record will be used to create a new inventory record. If the SLI record is created with 200 doses, then the inventory record will have 200 available doses. If additional SLI records are created for this inventory, they will continue to be added to the record.

Note: The "New Inventory" button has been removed from the Shipment record page. Inventory records should only be created using the following process:

### How to process inventory:

1. From the SLI record, click the "Receive Inventory" button

Receive Inventory

Check that the Damage doses have been entered with reasons if applicable

Next



2. A warning message will appear, ensuring that any SLI damages have been entered prior to processing the inventory. Once processed, the SLI record will be locked for editing. If the relevant damage has been entered, click "Next".

3. a) If the inventory record for that lot exists in COVaxON, the details will appear. Ensure that the information is correct and that the new SLI doses should be added to the inventory. Select the inventory item and click "Next". (Note: if the inventory record was

#### If inventory record for that lot exists

Receive Inventory

Please select existing Inventory to receive SLI.

3a

Inventory ...	Inventory ...	Status	Doses Avail...	Storage Lo...	Created D...	Last Modif...
<input checked="" type="radio"/>	PFIZER-BIONTECH COVID-19 mRNA 0.5 ml - 12345, 2022-06-01	PFIZER-BIONTE...	Available	70	2021-06-14, 08:...	2021-06-14, 02:...

[Clear Selection](#)

[Previous](#) [Next](#)

formerly in the "Complete" status, but additional doses are added from the SLI record, the status will be updated to "Available")

3. b) If the inventory record for that lot does not exist in COVaxON, users will be prompted to create a new inventory record using the selected lot record's details.

#### If inventory record for that lot does not exist

Receive Inventory

3b

New Inventory will be created with following details.

Authorized Organization : 5700 yonge street - MOH  
Inventory Lot : Pfizer-BIONTECH COVID-19 mRNA - EH-0005 - 2021-10-31  
Shipment Received Doses : 500  
Status : Available

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4. Once the inventory has been processed, click the inventory hyperlink and the record will open in a new tab.  
5. Return to the original tab and exit or click "Finish" on the Receive Inventory window.

From the updated/new inventory record that was opened in the separate tab, inventory activities such as allocating to VEs, inventory reconciliations, transfers and recalls can be performed using the existing processes.

6. The SLI record will be updated as follows:

- An Inventory Transaction record will be automatically created, showing that the shipment has been received and added to the AO inventory record (Note: Users will not be able to create Inventory Transactions from this spot. All inventory transactions will continue to be recorded using the existing process. See the Inventory job aid for more details).
- The status of the SLI record will be automatically updated to "Processed – In Full" if no damages were recorded, and "Processed – With Discrepancy" if damages were recorded.

7. Once all associated SLIs are processed, the shipment record will update as follows:

- The status will be automatically updated, and the record will be locked, and the user will no longer be able to edit the record. If all linked SLIs are "Processed – In Full" and/or "Cancelled", the Shipment status will be set to "Received – In Full"
- If any linked SLIs are "Processed – With Discrepancy", the Shipment status will be set to "Received – With Discrepancy"

Receive Inventory

4

Your Inventory has been successfully received. [PFIZER-BIONTECH COVID-19 mRNA PB 0.3 ml - 345345, 2021-07-09](#)

[Finish](#)

Inventory Transactions (1)

IT-0372

Inventory (From): [MODERNA COVID-19 mRNA-1273 null ml - EH...](#)

Quantity: 80

[View All](#)

As a result of this new process, **changes were made to the Shipment and Inventory Records:**

#### Updates to Shipment Record Layout & Formulas:

- "Total Shipped Quantity" has changed to "Total Shipped Doses". This reflects the sum of all SLI doses.
- "Damaged Quantity" has changed to "Total Damaged Doses". This reflects the sum of all SLI Damage record doses.

Shipment Totals			
Total Shipped Doses	70	Shipped Historical Override	<input type="checkbox"/>
Total Damaged Doses	0	Damaged Historical Override	<input type="checkbox"/>
Total Received Doses	70	Received Historical Override	<input type="checkbox"/>



- “Quantity Received” has changed to “Total Received Doses”. This reflects the Total Shipped Quantity minus the Total Damaged Doses.
- New “Shipment Inventory Report” is embedded on the Shipment record. This report shows all associated inventory records with the Shipment.

### Updates to Inventory Record Layout & Formulas:

**The Inventory record page layout has been updated to have 4 tabs along the top for easier navigation:**

1. Details Tab
  - o Inventory record fields and formulas (see below for formula updates)
2. Related Events Tab
  - a. Related Event Inventories
  - b. Related Shipments
  - c. Shipment Doses Received & Reconciliations
3. Inventory History Tab
4. Other Tab
  - a. Any uploaded Files

Inventory field and formula changes:

- The “Total Doses” field formula has been updated. This reflects the total number of doses managed by the AO – this includes what was received in the initial Shipment, plus any received transferred doses, plus any extra doses extracted from vials, minus any sent transferred doses. (Note: The “Previous Doses” amount has been removed from this formula as the doses are now captured by the new “Receive Inventory” transaction. The tool tip under the “Total Doses” field has been updated and can be referred to).
- New “Total Received Doses” field. This reflects what was received in the initial Shipment, plus any “Relocated Received Doses”
- New “Shipment Received Doses” field. This reflects all Received Doses amounts rolled up from the linked inventory transaction records.
- “Received Doses” field has been updated to “Relocated Received Doses”

### Other Inventory Management Processes

The existing inventory management processes remain unchanged. The desired inventory records continue to be accessible from the “Inventory” tab in COVaxON. From the inventory record, the following functions can continue to be performed:

- Inventory allocations from an AO to a VE
- Reconciliations at the AO and VE levels
- Inventory transfers between AOs
- Inventory recalls

Please see the Inventory job aid for further details.

## 2. Inventory Lot records are read-only to prevent mismatch

USERS IMPACTED: Site Super Users, Inventory Managers

With the introduction of Shipment Line Item (SLI) records, the inventory lot record is selected when creating a SLI record. Therefore, each SLI is associated with one inventory lot. The SLI records are then associated to an inventory record after processing the inventory. **From the Inventory record, the associated lot record will be locked as read-only for users.** This is to prevent any mismatch between the SLI's inventory lot and the inventory record's associated lot. Users must contact ITS if they require:

- An update to the linked inventory lot (i.e. if the lot selected on the SLI record was incorrect)
- An update to the information within the inventory lot record (i.e. the expiration date is incorrect)

**The following reporting functionality changes will be live in the COVax<sub>ON</sub> production environment on Thursday, June 24, 2021.**

## Section 3: Reporting

### 1. Enhancements to Existing Reports

#### a. Detailed and Summary Client Dose Admin Reports (1 of 2) and (2 of 2)

Impacted Users: Site Staff, Site Super User, Inventory Managers  
Fields added to Grand Totals Bar:

- "Total Unique Count": The total number of unique client IDs in the report. Indicating if a client has multiple Dose Administration records, then the "Total Unique Count" field will only count them once.

Report: Summary Client with Dose Admin Detail Client with Dose Admin (1 of 2)					
⚠ This report has more results than we can show (up to 2,000 rows). Summary information is calculated from full report results.					
Total Records	Total Consent for Data Collection	Total Follow-up Communication b...	Total Follow-up Communication b...	Total Allergic to polyethylene glycol	Total Unique Count
47,465	47,459	46,000	41,284	117	47,459

#### Fields Added to the Report Body:

- "Unique Count": Counts the client IDs in the report

#### Filter Added:

- "Vaccination Event: Vaccination Event Name": Allow searching by Vaccination Event name instead of Vaccination Event number

#### Existing Filter Modified:

- "My Location": Filter is now unlocked, so it can be modified or removed

Vaccination Event: Vaccination Even...	Unique Count
VE-001335	1
VE-001331	1

7	Vaccination Event: Vaccination Event Name	not equal to ""
---	---	-----------------

2	My Location	equals True
---	-------------	-------------

#### b. Detailed and Summary Client Dose Admin Reports (1 of 2)

Impacted Users: Site Staff, Site Super User, Inventory Managers

**Modified Existed Report Field Names:** Initially, the Detail & Summary client reports (1 of 2) appeared to have duplicate fields for AO and VE, they are slightly different. The VE and AO columns before the PEG allergy checkbox column are pulled from the Client Record, whereas those after the PEG allergy column are pulled from the DA record. The fields have been modified to reflect where the fields are being pulled from.

Where is the field being pulled from?	Initial Field Name	New Field Name
Dose Admin record	"Vaccination Event: Authorized Organization: Authorized Organization Name"	No Name Change – Field is pulled from Dose Admin Record
Dose Admin record	"Vaccination Event: Vaccination Event Name"	★ "Dose Administration: Vaccination Event: Vaccination Event Name"
Dose Admin record	"Vaccination Event: Vaccination Event #"	★ "Dose Administration: Vaccination Event: Vaccination Event #"

## Fields Added to the Report Body:

- **"Vaccine Administered by (Other)":** Displays full name of vaccinators categorized as "Other"

Vaccine Administered By: Name	Vaccine Administered By (Other)
-	Nicole James
Other Clinician, Other Designation, xxx	James Camio
Will Chan, Medical Doctor, Dr. Will Chan	-

## c. Detailed Client Dose Admin Reports (1 of 2) and (2 of 2)

## Field Added to the Report Body:

- **"Age":** Displays Client's age: Years, Month(s)

## Filter Added:

- **"Age":** Allow users to filter for specific age groups

Alternative ID #	Age	Patient Birthdate
-	31 Years 6 Month(s)	1941-01-20
-	51 Years 5 Month(s)	1937-06-01
-	34 Years 4 Month(s)	1997-07-24

Filter by Age

Operator: contains

Values:

Cancel Apply

Age contains ""

## d. Vaccine Inventory Report

Impacted Users: Site Staff, Site Super User, Inventory Mangers

## Modify Existing Filters:

- Changed to filter on **"Type"** instead of **"Product Type"** so that no diluent appears in the reports via the blanks  
(Note: Filter also modified in the **"VE and AO Inventory Report"** and **"Vaccine Inventory w/o Inventory Report"**)

Filter by Product: Type

Operator: equals

Values:

Show selected (2)

Q:

All

✓ Vaccine

✓ Diluent

✓ "" (No Selection)

Cancel Apply

Filters

Show file

All inventory

Created Date

All Time

Product: Type equals Vaccine, ""

My Organization equals True

## e. VE and AO Inventory Report

Impacted Users: Site Staff, Site Super User

## Fields added to Grand Totals Bar:

**"Total Doses Wasted-VE":** Grand total of "Wastage" Inventory Reconciliations across all linked VEs

Report: Inventory with Vaccine Event Inventory and Vaccination Event						
VE and AO Inventory Report						
This report has more results than we can show (up to 2,000 rows). Summary information is calculated from full report results.						
Total Records	Total Allocated Doses	Total Doses Administered (Known ...)	Total Doses Administered (No Con...	Total Doses Wasted-VE	Total Available Doses	Total Total Doses
2,227	1,091,340	659,235	1,134	268	196,691	1,289,731
						1,295,932

## Fields Added to the Report Body:

- **"Doses Wasted-VE":** Sum of "Wastage" Inventory Reconciliations across all linked VEs

No Consent)	Doses Wasted-VE	Available Doses
0	0	
0	0	

## f. Scheduling Report

Impacted Users: Site Staff, Site Super User

## Filter Added:

- **"Dose Number":** Filter by dose number (i.e. 1 or 2)

Filter by Dose Number

Operator: equals

Values:

Show selected (4)

Q:

✓ All

✓ 1

✓ 2

✓ 3

✓ "" (No Selection)

Cancel Apply

equals: none, Dose 1 scheduled, Dose 1 checked in, Dose 1 administered, Dose 1 checked out, Dose 2 scheduled, Dose 2 checked in, Dose 2 administered, Dose 2 checked out, ""

Location: Vaccination Event: Vaccination Event Name not equal to ""

Dose Number equals 1, 2, 3, ""

## g. Showing Clients for VE Report

Impacted Users: Site Staff, Site Super User, Vaccinators

## Fields Added to the Report Body:

- **"Vaccine administered by: Name":** Displays the full name of the vaccinator

Dose Administration	Time Given	Vaccine Administered By: Name
DA-1136728	2021-03-13, 11:09 a.m.	Other Clinician, Other Designation, xxx
DA-10267958	2021-06-07, 3:10 p.m.	QIAN YING ZHOU, Registered Practical Nurse, AH098407
DA-2504870	2021-04-03, 6:42 p.m.	Lauren Welsh, Medical Doctor, 109139

## 2. New Reports

### a. Shipment Inventory Report

Profiles with Access: Site Staff, Site Super User, Inventory Managers

**Description:** Contains details of all inventory within an associated shipment.

Report: Shipment Line Item - CUSTOM Shipment Inventory Report										
Report showing all shipment line items with their inventories										
Total Records	Total Received Doses	Total Inventory: Total Doses	Total Inventory: Doses Available	Total Inventory: Doses Relocated	Total Inventory: Doses Recalled					
24	18,050	19,770	19,568	50	0					
	Inventory: Inven...	Inventory: Authorized Orga...	Inventory: Transferring To O...	Inventory: Storage Lo...	Received Doses	Inventory: Total Doses	Inventory: Doses Available	Inventory: Doses Relocated	Inventory: Doses Recalled	
1	COVIDSHIELD VACCINE INV 0.5 ml - Lot-1711, 2021-06-25	Toronto Hospital	-	-	1,200	2,700	2,700	-	-	0
2	PFIZER-BIONTECH INV 0.3 ml - Lot-1919, 2021-06-30	Toronto Hospital	-	-	900	900	900	-	-	0
3	COVIDSHIELD VACCINE INV 0.5 ml - Lot-1711, 2021-06-25	Toronto Hospital	-	-	1,500	2,700	2,700	-	-	0

### b. Inventory Transaction Report

Profiles with Access: Site Staff, Site Super User, Inventory Managers

**Description:** Contains a list of all inventory transactions within a user's AO.

Report: Inventory with Inventory Transactions Inventory Transaction Report							
Report showing all inventory transactions at an AO							
Total Records	Total Quantity						
1,400	186,542						
Inventory Name	Total Do...	Doses...	Inventory Product	Inventory Transaction...	Inventory Transac...	Reason	Quantity
ASTRAZENECA COVID-19 VACCINE 0.5 ml - C	102 (4)	17 (4)	ASTRAZENECA COVID-19 VACCINE	IT-30796	Adjustment	QH - Quantity Adjustm...	3
			ASTRAZENECA COVID-19 VACCINE	IT-36414	Adjustment	QH - Quantity Adjustm...	2
			ASTRAZENECA COVID-19 VACCINE	IT-33693	Adjustment	QH - Quantity Adjustm...	1

### c. Inventory Wastage Report

Profiles with Access: Site Staff, Site Super User, Inventory Managers

**Description:** Contains details of all wastage records (including shipment damages, wastage/excursions at the AO level, wastage at the VE level) within a user's AO.

Report: Shipment Line Item - CUSTOM Inventory Wastage Report						
Total Records	Total Damaged Doses	Total Inventory: Doses Wasted-Inv...	Total Inventory: Doses Wasted-Wa...	Total Inventory: Doses Wasted-VE	Total Inventory: Excursion Wastage...	
22	850	200	0	0	0	
Total Inventory: Total Doses Wasted						
200						
Inventory: Authoriz...	Shipment ID: Shipmen...	Inventory: Inventory Name	Shipment Line Item ID	Damag...	Inventory: Doses Waste...	Inventory: Doses W...
Toronto Hospital (7)	SHIP-014928 (3)	PFIZER-BIONTECH INV 0.3 ml - Lot-1919, 2021-06-30	SLI-120221	0	0	
		COVIDSHIELD VACCINE INV 0.5 ml - Lot-1711, 2021-06-25	SLI-120222	200	0	

### d. AZ Clients Scheduled for Pfizer or Moderna for Dose 2 Report

Profiles with Access: Site Staff, Site Super User

**Description:** Contains a list of clients who received AstraZenca for Dose 1 and are scheduled to receive either Pfizer or Moderna for Dose 2

Report: Accounts with Jobs AZ Clients Scheduled for mRNA									
Clients scheduled who received AZ for Dose 1 and scheduled for Pfizer or Moderna for Dose 2.									
⚠ This report has more results than we can show (up to 2,000 rows). Summary information is calculated from full report results.									
Total Records									
6,495									
Start	Client Name	Job Name	Vaccination Event: Vaccination Eve...	Location: Location Name	Age	Health card number	Person	Person Acco...	Person Accou...
2021-06-21 (186)	VINTOSTU GRGBQYP	JOB-7829746	Toronto Public Health - Mitchell Field Community Centre	TPHU - Mitchell Field Arena (west side of building) (June 21-27)	15 Years 4 Month(s)	6457663211	📞 -	vintostu@grgbqyp...	2006-02-01 M2R 3N3
	CEAWOID FKOPGEC	JOB-7863016	Toronto Public Health - North Toronto Memorial Community Centre	TPHU - North Toronto Memorial Community Centre (June 21-27)	103 Years 4 Month(s)	0931347997	📞 -	ceawoid@fkoppec...	1918-02-05 MSM 1J1
	SHQRHEC ZLRJGR	JOB-8036650	Toronto Public Health - Toronto Congress Centre	TPHU - Toronto Congress Centre (June 21-27)	81 Years 8 Month(s)	9039553762	📞 -	shqrhec@zlrjgr.com	1939-09-29 M4J 4H4
	WOICGZK NVJSREP	JOB-7846393	Toronto Public Health - The Hangar Sports and Events Centre	TPHU - The Hangar Sports and Event Centre (June 21-27)	12 Years 7 Month(s)	3546041939	📞 -	woicgzk@nvjsrep...	2008-10-31 M2N 7H6

### e. Clients Scheduled Requiring Pfizer Report

Profiles with Access: Site Staff, Site Super User

**Description:** Contains a list of clients who received Pfizer for Dose 1 and are scheduled to receive Pfizer for Dose 2

Report: Accounts with Jobs Clients Scheduled Requiring Pfizer Clients scheduled who require Pfizer for Dose 2							
⚠ This report has more results than we can show (up to 2,000 rows). Summary information is calculated from full report results.							
Total Records 599,252							
Start	Client Name	Job Name	Vaccination Event: Vaccination Event Name	Location: Location Name	Age	Health card number	Person Account
2021-06-21 (3524)	OYIVLHN GINQHW	JOB-7563909	Toronto Public Health - Cloverdale	TPHU - Cloverdale Mall (old target store) (June 14 - 20)	50 Years 11 Month(s)	4095846163	-
	BZORGPE DQGOXJT	JOB-7492778	Toronto Public Health - Scarborough Town Centre	TPHU - Scarborough Town Centre (old Sears next to Cineplex) (June 14 - 20)	3 Years 2 Month(s)	9259486684	-
	TPAIZOQ CTBENHB	JOB-7540525	Toronto Public Health - Toronto Congress Centre	TPHU - Toronto Congress Centre (June 14-20)	92 Years 3 Month(s)	9722124672	-
	FGFAOOZ NPOAHAR	JOB-7520044	Toronto Public Health - Toronto Congress Centre	TPHU - Toronto Congress Centre (June 14-20)	78 Years 0 Month(s)	7777427440	-
	AUOSHNI VRJLIQ	JOB-7492777	Toronto Public Health - Scarborough Town Centre	TPHU - Scarborough Town Centre (old Sears next to Cineplex) (June 14 - 20)	104 Years 7 Month(s)	7644452353	-

### f. Clients Scheduled Requiring Moderna Report

Profiles with Access: Site Staff, Site Super User

**Description:** Contains a list of clients who received Moderna for Dose 1 and are scheduled to receive Moderna for Dose 2

Report: Accounts with Jobs Clients Scheduled Requiring Moderna Clients scheduled who require Moderna for Dose 2							
⚠ This report has more results than we can show (up to 2,000 rows). Summary information is calculated from full report results.							
Total Records 15,022							
Start	Client Name	Job Name	Vaccination Event: Vaccin...	Location: Location Na...	Age	Health card number	Person Acc...
2021-06-21 (2)	QPYSJX EELDARX	JOB-7658949	Toronto Public Health - Cloverdale	TPHU - Cloverdale Mall (old target store) (June 21-27)	2 Years 4 Month(s)	6419770295	-
	QTRAHKN ZWGLBUM	JOB-8367610	Toronto Public Health - The Hangar Sports and Events Centre	TPHU - The Hangar Sports and Event Centre (June 21-27)	70 Years 11 Month(s)	6155449882	-

### g. User Account by Authorized Organization

Profile with Access: Site Super Users

**Description:** Contains a list of COVaxON users, so Site Super Users can manage accounts within their AO.

Report: Users User Account by Authorized Organization							
⚠ This report has more results than we can show (up to 2,000 rows). Summary information is calculated from full report results.							
Total Records 95,252							
	First Name	Last Name	Email	Profile	Authorized Organization	Active	Last Login
1	Skedulo	Vax User	janani.a.janarthan@accenture.com	COVax Skedulo User	Ministry of Health	<input checked="" type="checkbox"/>	2021-06-21, 5:01 p.m.
2	Mule	Integration	sally.zhang@ontario.ca	COVax Mulesoft Integration	-	<input checked="" type="checkbox"/>	2021-06-21, 5:00 p.m.
3	Data	Management	green.roy@accenture.com	System Administrator	-	<input checked="" type="checkbox"/>	2021-06-21, 4:58 p.m.
4	Amir	Bakhshaie	amir.bakhshaie@ontario.ca	COVax Site Super User	-	<input checked="" type="checkbox"/>	2021-06-21, 4:50 p.m.