

# Immunization Import (Minnesota)

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The Immunization Import tool allows districts to import student immunization information from an external file into Campus. Immunization records for the state of Minnesota use Minnesota Immunization Information Connection (MIIC) identification numbers to match health records to students.

# **MIIC IDs**

Classic Path: Census > People > Demographics > Person Identifiers

#### Search Terms: Demographics

The MIIC ID is located on the Demographics tool.

Person Identifiers	
Local Student Number	810947
Student State ID	74180
MIIC ID	12345678901234567890123
Local Staff Number	
Staff State ID	
fzdfvzxdfv	
Person GUID	8FD18B4F-5CE0-4382-BAFB-EFF0178BA18C
Portal Username	Calvin_Aalgaard22
	Image 1: Student MIIC ID Field

# **Students without MICC IDs**

**Classic Path:** Ad hoc Reporting > Filter Designer > Query Wizard/Student > Student Information > Health > MIIC ID Upload Record

### Search Terms: Filter Designer

If students do not already have MIIC ID's, the first step in the immunization import process is to create an Ad hoc filter to compile a file of students to send to the state. The **MIIC ID Upload** 



Record 2021 area is the most up-to-date ad hoc fields used to create the report.

· · · · · · · · · · · · · · · · · · ·	
*Query Name: MIIC ID Upload File	
Short Description: Used to request MIIC Immunization records	
Long Description:	•
Select categories & fields	
Filter By Search Clear	
All Fields	Selected Fields
Image: Set Health Image: Set Mail   Image: Set Minipage: Set Min	<pre>emicleUpload2021.MIIC_CLIENT_ID</pre>
Image 2: MIIC ID Ag	hoc Ouerv

Once the file is created, the file is sent to the state. The state then returns a file called "Full Vaccinations." This file is then run twice using the Immunization Import tool to map the MIIC IDs to the students and then map the immunization data.

# **MIIC ID Import Process**

Classic Path: Health > Immunization Import

Search Terms: Immunization Import

	13
*Mapping Name:	
Hanna Example	
*What is the file ty	/pe?
MIIC ID Import (2	2021 Update) 🗸 🗸
What codes are yo	ou mapping the file to?
MIIC ID	~
*What identifier(s) match to students	) in the import file will be used to ? Name, Birth Date V
Last Name, First	
Last Name, First	ile include a header row?
Last Name, First Does the source fi Source File Includ	file include a header row? les Header:
Last Name, First Does the source fi Source File Includ	ile include a header row? les Header:
Last Name, First Does the source fi Source File Includ	ile include a header row? les Header:

- 1. Enter the **Name** of the import mapping. A unique name must be given to each mapping.
- 2. Select the MIIC ID Import (2021 Update) type for the What is the file type?
- 3. Select the *MIIC ID* option from the **What Vaccine codes are you mapping the file to?**
- 4. The only options available for the Which identifier(s) in the import file will be used to match students? field are the *State ID* or *Last Name/First Name/Birth Date*. The example below matches the identifier with Last Name/First Name/Birth Date (see Image 4).
- 5. If the import file contains a header, mark the Source File Includes Header
- 6. Click the new mapping displays in the **Saved Import Mappings** window and is highlighted.
- Click Choose File and select the appropriate file which contains the records for the import. This should be the Full Vaccination file provided by the state.
- 8. Click **Next** to proceed to mapping student identifiers and Campus fields.

# **Map MIIC Identifiers**

The Map Import Data when the Last Name/First Name/Birth Date option is selected is read-only. The file the state returns will automatically sequence the import file correctly.

Field Name	Sequence in Import File	1 2 3 4 5 6
		54231DSAF SUNDAY GINGERSNAP 2000-01-01 13842823
*First Name	3	54231DSAF MOUSE MICKEY 1970-07-11 125292/2 54231DSAF MOUSE MINNIE 1970-02-06 9016188
*Last Name	2	
*Birth Date	5	
"Birth Date Format	YY-MM-DD or YYYY-MM-DD 🗸	
import data, enter the Sequence	in the Import File box with the column number from the	ne Import File
ave the sequence field blank.	ield. To batch update a field with the same value for a	a records,
Field Name	Sequence in Import File Action	Mapped Fields:
MICID		3 2 5 6
MICTO	6	GINGERSNAP SUNDAY 01/01/2000 13842823
un Test or Run Tool		MICKEY MOUSE 07/11/1970 12529272
		MINNIE MOUSE 02/06/1970 9016188
Test or Batch	h Queue - Test	
Add/Edit Records or Batch	h Queue - Add/Edit Records	
Баск		
efresh Show top 50 🗸 tasks	submitted between 09/24/2021 and 10/01/20	21
tch Queue List	ort Title	Developed
eueu nine Kep	Join The Johans	Downoad

Follow the Run Test or Run Tool process detailed in this article above to batch update the student records.

Once the MIIC ID Import has been run, the MIIC Immunization Record Import can be run.

# MIIC Immunization Record Import Process

Classic Path: Health > Immunization Import

### Search Terms: Immunization Import

Infinite (

Run the same file a second time to import the immunization data.



Infinite Campus

- 1. Enter the **Name** of the import mapping. A unique name must be given to each mapping.
- Select the *MIIC Immunization Record Import (2021 Update)* type for the What is the file type?
- 3. Select the *CDC codes (CPT or CVX)* option from the **What Vaccine codes are you mapping the file to?**
- 4. The only option available for the **Which identifier(s) in the import file will be used to match students?** field is the *MIIC ID* (see Image 5).
- 5. If the import file contains a header, mark the **Source File Includes Header**
- 6. Click the new mapping displays in the **Saved Import Mappings** window and is highlighted.
- 7. Click **Choose File** and select the appropriate file which contains the records for the import.
- 8. Click **Next** to proceed to mapping student identifiers and Campus fields.



#### Immunization Import Tool

Enter the column number(s) from the imp	ort file that contain the student identifier(s):	Import Data File Sample:	
Field Name	Sequence in Import File		
***		13842823 90698 2019-06-14	
MIIC ID	1.	12529272 90700 2017-03-29	
		13842823 90748 2020-03-12	
To import data, enter the Sequence in the	Import File box with the column number from the Import File	12529272 90700 2017-03-10	
that corresponds with the Campus field. 1	To batch update a field with the same value for all records,	13842823 90744 2020-01-30	
leave the sequence field blank.		12529272 90715 2017-03-10	
Field Name	Sequence in Import File Action	12529272 90670 2017-03-10	
*Dela		9016188 90632 2012-10-06	<b>*</b> #
"Date	3 Map Field Import		
*CPT or CVX Vaccine Code	2	Mapped Fields:	
Select the Map Field button to select the	action you want for each field.		
Callon Carls Manaine Lint		date code MIIC ID	
CptCvx Code Mapping List		06/14/2019 90698 13842823	
01(DTP) - DTaP-DTP	~	08/28/2020 90694 13842823	
		03/29/2017 90700 12529272	
Run Test or Run Tool		03/12/2020 90748 13842823	
	Tet	03/10/2017 90700 12529272	
lest or Batch Que	ue - lest	01/30/2020 90744 13842823	
		03/10/2017 90715 12529272	
Add/Edit Records or Batch Que	ue - Add/Edit Records	03/10/2017 90670 12529272	<b>*</b> #
		-	
Back			
Refresh Show top 50 🗸 tasks subr	nitted between 09/24/2021 and 10/01/2021 a		
Batch Queue List			
Queued Time Report Ti	tle Status Download		

Image 6: Immunization Import

Follow the Run Test or Run Tool process detailed in this article above to batch update the student records.

### **Run Test or Run Tool**

When the data has been mapped to the selected data fields, the information is ready to be imported.

- It is recommended to perform a **Test** on the import prior to the actual importing of data. No data is written to the database when a test is performed. When testing, a report displays listing the records being imported and any potential issues. See Report Results below for more details. If a large amount of data is being imported, it is recommended to perform a **Batch Queue Test**. When the process is complete, a message appears in the user's Process Alerts.
- To perform the import, click Add/Edit Records or Batch Queue Add/Edit Records. The Batch Queue - Add/Edit Records option is recommended when importing a large amount of data. When the process is complete, a message appears in the user's Process Alerts.
- 3. A results report generates displaying all records that failed and all records that imported. See Report Results below for more details.



# **Report Results**

After running the Immunization Import tool, a report generates in csv. format and lists any records created, edited, or deleted along with any errors that occurred. Details of the student identifiers are also listed. The report indicates if it was generated on a Test or Run of the tool. If an error occurred, the line number and reason is indicated under the Error/Warning section.