

Immunization Import (Minnesota)

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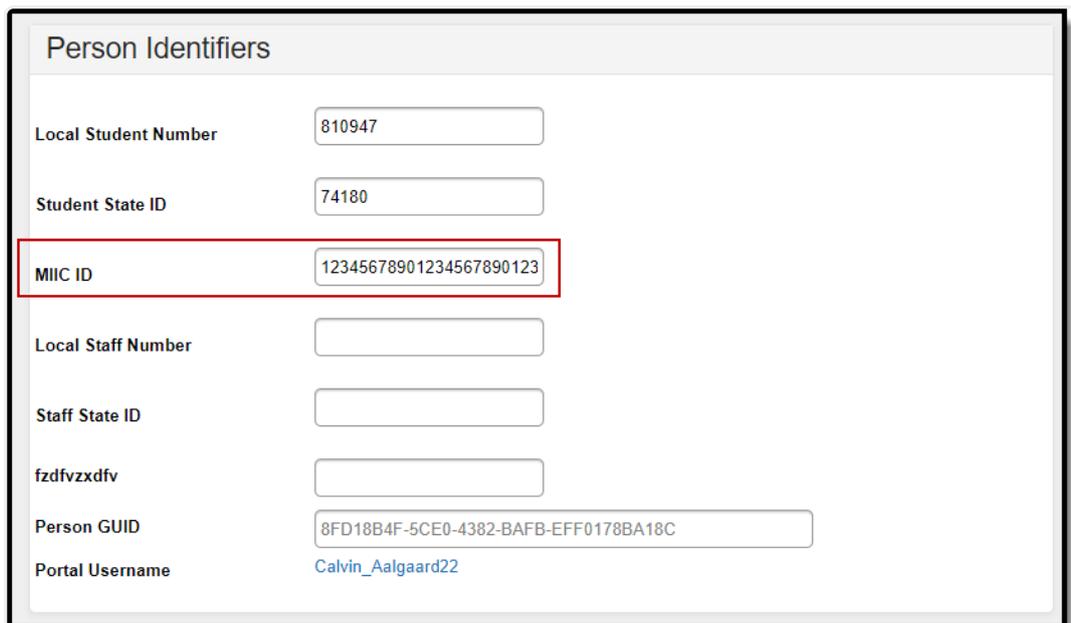
The Immunization Import tool allows districts to import student immunization information from an external file into Campus. Immunization records for the state of Minnesota use Minnesota Immunization Information Connection (MIIC) identification numbers to match health records to students.

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 | <input type="text" value="810947"/> |
| Student State ID | <input type="text" value="74180"/> |
| MIIC ID | <input type="text" value="12345678901234567890123"/> |
| Local Staff Number | <input type="text"/> |
| Staff State ID | <input type="text"/> |
| fzdfvzxdfv | <input type="text"/> |
| Person GUID | <input type="text" value="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.

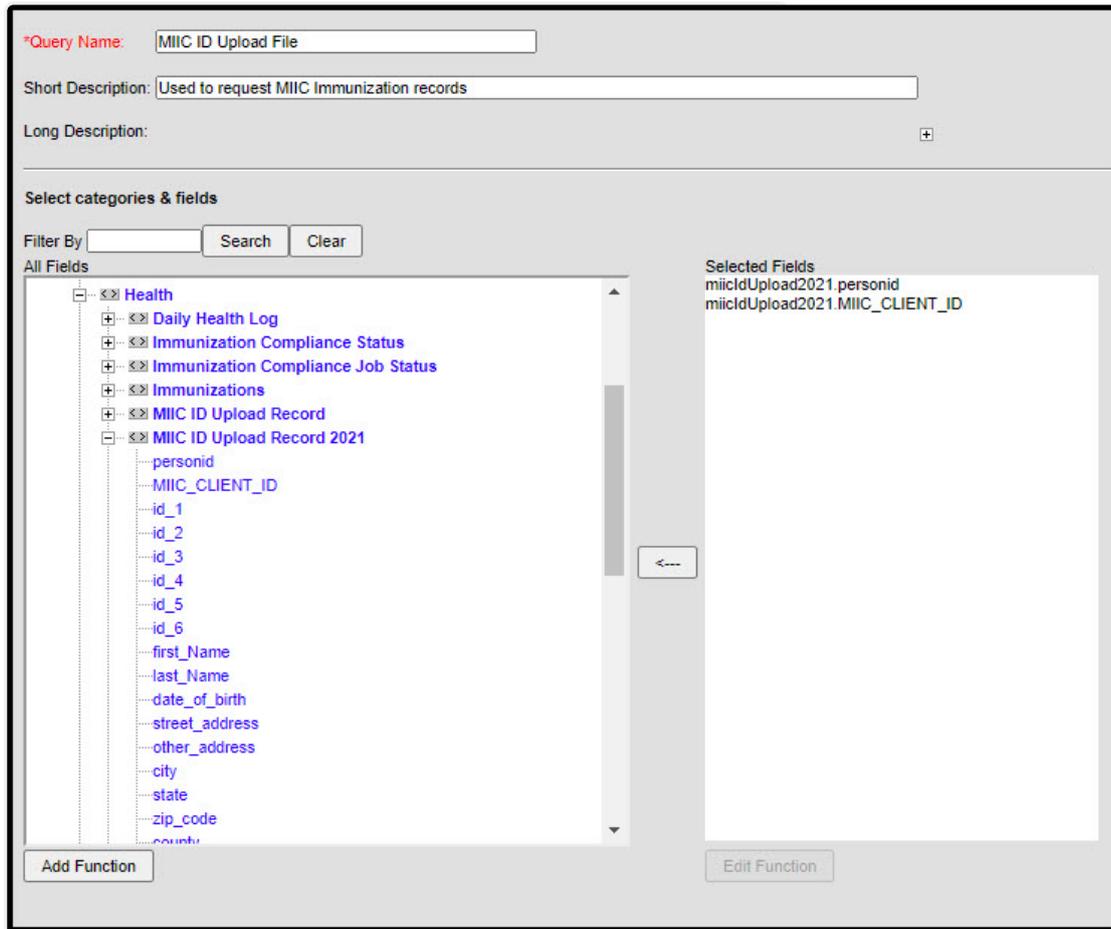


Image 2: MIIC ID Ad hoc Query

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

Image 3: MIIC Import Options

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.
7. 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.

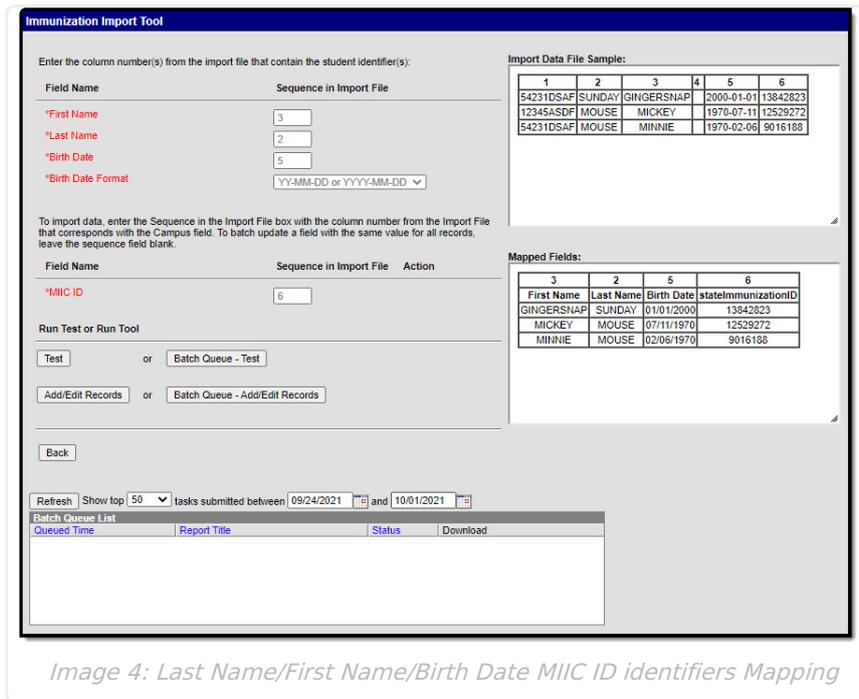


Image 4: Last Name/First Name/Birth Date MIIC ID identifiers Mapping

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

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

Image 5: MIIC Import Options

1. Enter the **Name** of the import mapping. A unique name must be given to each mapping.
2. 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 import file that contain the student identifier(s):

| Field Name | Sequence in Import File |
|------------|--------------------------------|
| *MIIC ID | <input type="text" value="1"/> |

To import data, enter the Sequence in the Import File box with the column number from the Import File that corresponds with the Campus field. To batch update a field with the same value for all records, leave the sequence field blank.

| Field Name | Sequence in Import File | Action |
|--------------------------|---|--------|
| *Date | <input type="text" value="3"/> <input type="button" value="Map Field"/> | Import |
| *CPT or CVX Vaccine Code | <input type="text" value="2"/> | |

Select the Map Field button to select the action you want for each field.

CptCvx Code Mapping List

Run Test or Run Tool

or

or

Refresh Show top 50 tasks submitted between 09/24/2021 and 10/01/2021

| Queued Time | Report Title | Status | Download |
|-------------|--------------|--------|----------|
| | | | |

Import Data File Sample:

| 1 | 2 | 3 |
|----------|-------|------------|
| 13842823 | 90698 | 2019-06-14 |
| 13842823 | 90694 | 2020-08-28 |
| 12529272 | 90700 | 2017-03-29 |
| 13842823 | 90748 | 2020-03-12 |
| 12529272 | 90700 | 2017-03-10 |
| 13842823 | 90744 | 2020-01-30 |
| 12529272 | 90715 | 2017-03-10 |
| 12529272 | 90670 | 2017-03-10 |
| 9016188 | 90632 | 2012-10-06 |

Mapped Fields:

| 3 | 2 | 1 |
|------------|-------|----------|
| date | code | MIIC_ID |
| 06/14/2019 | 90698 | 13842823 |
| 08/28/2020 | 90694 | 13842823 |
| 03/29/2017 | 90700 | 12529272 |
| 03/12/2020 | 90748 | 13842823 |
| 03/10/2017 | 90700 | 12529272 |
| 01/30/2020 | 90744 | 13842823 |
| 03/10/2017 | 90715 | 12529272 |
| 03/10/2017 | 90670 | 12529272 |

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.

1. 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](#).
2. 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.
