Local Health Department (Wisconsin) [.2215 - .2235]

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The Local Health Department Report contains two parts (pages 1 and 2, respectively) and is due forty days after the start of the school year. It reports students' immunization compliancy.

Local Health Department Report

Report Logic

Vaccine Exemptions

Exemptions are pulled from the Vaccine Exemption Code. Only these Exemption Codes are recognized.

- M: Medical
- R: Religious
- C: Per Conv
- H: Hx/Dis for Varicella Only

State Exclude

The following State Exclude logic pertains to the Local Health Department Report:

- A student enrolled in a grade level marked as state exclude is not be included on the report.
- A student enrolled in a calendar marked as state exclude is not be included on the report.

Student Population

Students are counted in one of three columns: Kindergarten, All Students, and Grade 6 and Above.

A count is tallied in each of the following areas:

Compliance Status	Description
Meets all minimum requirements	Reports a total of all students in the grade grouping being reported who have a compliance of *Compliant, No Requirement, Exempt - Hx/DIS, Lab Conf* or do not have applicable rules for all vaccines and have a dose of any vaccine.
In process	Reports a total of all students in the grade grouping being reported who have a compliance status of *In Process* for any vaccine and no vaccines with a compliance state of *Non-Compliant* and have a dose of any vaccine.
Behind Schedule	Reports a total of all students in the grade grouping being reported who have a compliance status of *Non-Compliant* for any vaccine or have a waiver for any vaccine with a name other than *Hx/Dis, Religious, Health, Lab Conf or Per Conv* and have a dose of any vaccine. Students who have no doses of any vaccine but do have an immunization record also report as *Behind Schedule.*
Health waiver	Reports a total of all students in the grade grouping being reported who have a status of *Exempt - Health* for any vaccine and do not have a status of *Non-Compliant* or *In-Process* for any vaccine.
Religious waiver	Reports a total of all students in the grade grouping being reported who have a status of *Exempt - Religious* for any vaccine and do not have a status of *Non-Compliant, Exempt - Health* or *In-Process* for any vaccine.

Compliance Status	Description
Personal conviction waiver	Reports a total of all students in the grade grouping being reported who have a status of *Exempt - Per Conv* for any vaccine and do not have a status of *Non-Compliant, Exempt - Health, Exempt - Religious* or *In Process* for any vaccine.
No Record	Reports a total of all student in the grade grouping being reported who have not received a dose of the selected vaccine and does NOT have a waiver.

Report Editor

The following fields are available for entry on the Local Health Department Report.

Field	Description
Effective Date	Entered date returns only those students actively enrolled on that date. Dates are entered in *mmddyy* format or can be chosen by clicking the calendar icon.
Format	The Local Health Department Report can be generated in either HTML or CSV. Data returned on the HTML or Comma Dellimited output is then entered into a F-04002 form (available from DPI) for each school.
Ad hoc Filter	Selecting an Ad hoc Filter returns only those students who are included in that filter and meet the reporting requirements of the report itself.
Calendar Selection	Indicates from which calendar of enrollment information is reported. The calendar chosen in the Campus toolbar is automatically selected. The report can be generated for one school at a time, or a set of schools at a time (all elementary schools, for example). At least one calendar needs to be selected. Note that when more than one calendar is selected, the report must be submitted to the batch for generation. It is recommended that users do not select all schools in the district at one time. Calendars can be listed by the Active Year, by School name or by Year.
Report Generation	The report can be generated immediately using the **Generate Extract** button. When there is a larger amount of data chosen (several calendars, large date range, etc.), use the **Submit to Batch** button, which allows the user to choose when the report is generated. See the Batch Queue article for more information.

Generate the Report

1. Enter the **Effective Date**.
2. Select the desired **Format** of the report.
3. If desired, select an **Ad hoc Filter**.
4. Select the **Calendars** to include in the report.
5. Select the **Generate Extract** button or use the **Submit to Batch** option. The report will appear in a separate window in the designated format.

Report Layout

Column	Description	Location
Header		
Report_Effective_Date	The effective date of the report selected in the report editor. *Alphanumeric, 10 (MM/DD/YYY)*	Report editor
School_Year	The school year selected in the report editor. *Alphanumeric, 9 (YYYY-YYYY)*	Report editor School.endYear
School_Name	The name of the school(s) selected in the report editor. *Alphanumeric*	Report editor School.name
DPI_School_Code	The code associated with the school. *Numeric, 4 (XXXX)*	System Administration > Resources > School > State School Number School.number
DPI_LEA_District_Code	The district code. *Numeric, 4 (XXXX)*	System Administration > Resources > District Information > District Detail > State District Number District.number

Column	Description	Location
Lowest_State_Grade	The lowest grade associated with the school. *Alphanumeric, 2 (XX)*	System Administration > Calendar > Calendar > Grade Levels GradeLevel.stateGrade
Highest_State_Grade	The highest grade associated with the school. *Alphanumeric, 2 (XX)*	System Administration > Calendar > Calendar > Grade Levels GradeLevel.stateGrade
School_Address	The address of the school. *Alphanumeric*	System Administration > Resources > School > Address School.address
School_City	The school's city. *Alphanumeric*	System Administration > Resources > School > City School.city
School_State	The school's state. *Alphanumeric, 2 (WI)*	System Administration > Resources > School > State School.state
School_Zip	The school's zip. *Numeric, 10 (XXXXX-XXXX)*	System Administration > Resources > School > Zip School.zip
School_Phone	The school's phone number. *Alphanumeric, Ex. (555)555-5555*	System Administration > Resources > School > Phone School.phone
School_County	The county of the school. *Alphanumeric*	System Administration > Resources > District Information > County District.county
Report		

Column	Description	Location
Row_Num	The row number. *Alphanumeric*	Not dynamically stored
Section	The immunization name. *Alphanumeric*	Not dynamically stored
SubSection	The break down of the each vaccine, by: • Meets all minimum requirements • In process • Behind schedule • Health waiver • Religious waiver • Personal conviction waiver *Alphanumeric*	Not dynamically stored
Kindergarten Students	The total count of kindergarten students who meet the requirements for the row. *Numeric*	Calculated Student Information > General > Enrollments > Grade Enrollment.grade System Administration > Calendar > Calendar > Grade Levels > State Grade Level Code GradeLevel.stateGrade

Column	Description	Location
All Students	The total count of all students who meet the requirements for the row. *Numeric*	Calculated Student Information > General > Enrollments > Grade Enrollment.grade System Administration > Calendar > Calendar > Grade Levels > State Grade Level Code GradeLevel.stateCode
Grade 6 and Above	The total count of all students who meet the requirements for the row in State Grade 06 - 12. *Numeric*	Calculated Student Information > General > Enrollments > Grade Enrollment.grade System Administration > Calendar > Calendar > Grade Levels > State Grade Level Code GradeLevel.stateCode

Previous Versions

Local Health Department (Wisconsin) [.2211 and previous]