

The WA IIS **Inventory Transaction Report** can be a helpful tool for your clinic. This report shows details of actions taken that affected vaccines in your clinic's WAIS inventory.

Click **Report Module** from the **Reports** menu tab on the left of the screen. Click **Inventory Transaction Report** from the Vaccine Management section of the Report Module.



Inventory Transaction Report Menu

Limit Report By

Facility

Facility Group

Do Not Limit

Transaction Type

Transaction Date Range

Funding Type

Vaccines

Lot Number

District/Region

Separate Reports by Calendar Month

Correction to wasted doses (returned)

 Change in vaccine code

 Received by system transfer from another provider

 Received from CDC, not VFC supplied

 Vaccine Damaged in Transit

 Received from VFC program

 Broken/Dropped/Spilled

 System transfer to another provider

 Received from another provider

Unselected

 Adenovirus types 4 and 7

 adenovirus, type 4

 adenovirus, type 7

 adenovirus, unspecified formulation

 anthrax immune globulin

Selected

Depending on your IIS user account type, you may need to choose your **Facility** by using this drop-down list

Set these report limits for **Transaction Type**. If no **Transaction Type** is selected, all types will show on the report

Enter a range for **Transaction Dates**

Select the vaccine **Funding Type** from this drop-down list

Choose the **Vaccines** you would like included in the report and click **Add**. If no selection is made, all **Vaccines** will be included

To limit the report to a specific **Lot Number**, enter the number here

Use this drop-down list to choose how you would like your report to be sorted

Create Report populates an online report

Export Report creates a CSV spreadsheet version of the report that can be saved for further sorting and analysis

For questions, contact WAISHelpDesk@doh.wa.gov