In this job aid, users will learn how to initiate community event data transfer after all clinic registrants have been vaccinated. This functionality is available to administrators, WebVISION district admins and WebVISION site admins.

VASE+ Clinic Data Transfer Report

The clinic data transfer report can be accessed by navigating to the "Transfer Data to WebVISION" tab (figure 1). This report will display all community event clinics that contain registrants with completed vaccinations. Users can filter results by searching for a community event or by using the status check box actions.

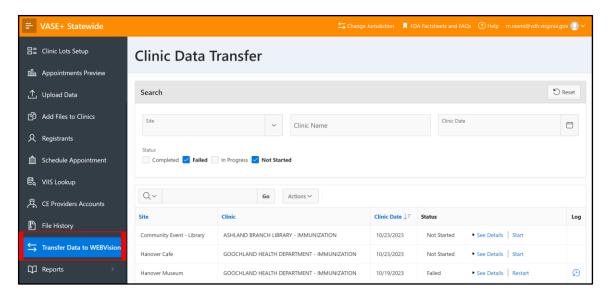


Figure 1 – Clinic Data Transfer Report

Clinics that have a "Not Started" or "Failed" status will have action buttons available. When "start" is clicked, a confirmation pop-up will appear (figure 2). This pop-up will display the clinic name, start date, number of clients vaccinated, number of each vaccine type administered, and the data exchange status". The data exchange is initiative when "submit" is clicked.



Figure 2 – Data exchange confirmation pop-up



VASE+ Job Aid - Community Event Data Transfer

If the data transfer has completed with no errors, the status will update to "complete". If the data transfer resulted in errors, the status will update to "failed" (figure 3). All errors on failed data transfers will need to be resolved before the transfer is re-initiated.



Figure 3 – Error messages can be viewed by clicking "See Details"

Edits to records with error messages can be made by clicking the pencil icon (figure 4) on the error message details page. The error message text will provide information on the item that must be resolved. Once a client record is edited, the "rectified" check box can be clicked. Once all errors have been rectified, the data can be resubmitted for transfer to WebVISION.



Figure 4 - Edits can be made to client records to resolve error messages

