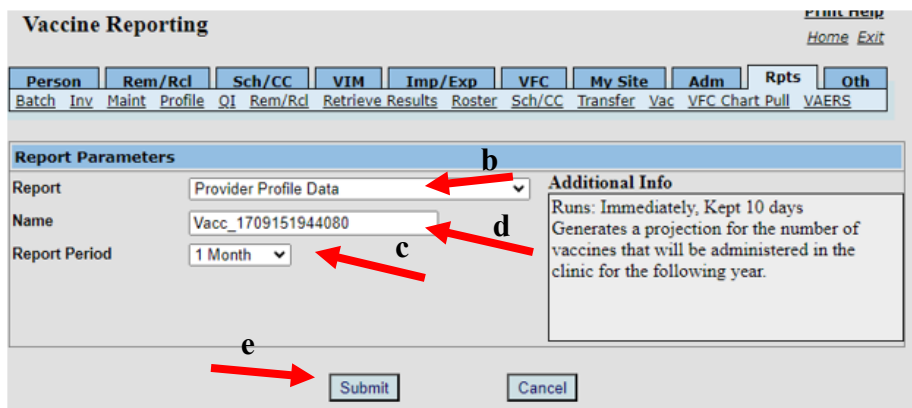
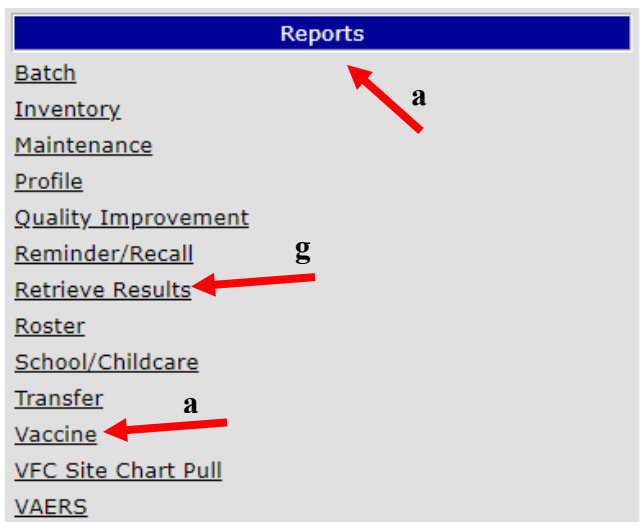


# Provider Profile in MCIR

MCIR automatically populates the provider profile tab for the online re-enrollment for active VFC providers.

1. New VFC providers must manually enter data into the provider profile tab when enrolling into the VFC Program. To generate a Provider Profile data report to estimate the number of patients seen within your clinic follow these steps:
  - a) Go to **Reports** tab and click on the **Vaccine/Vac** link.
  - b) Choose **Provider Profile Data**.
  - c) Select the **Report Period** choose the longest time possible, based on data entry/shot records you have entered into MCIR. If you only have data entry in MCIR for one month, you will need to multiply the report results by 12 for a full year's estimate.
  - d) Rename the report in the **Description Field**. Example (Profile 2017)
  - e) Click **Submit**.
  - f) You will be sent back to the **Home** page.
  - g) In the **Reports** section of the **Home** page click on **Retrieve Results**.
  - h) When the report is ready, click on the **Report** link to view and/or print the report (user may need to hit refresh button until the report shows up).

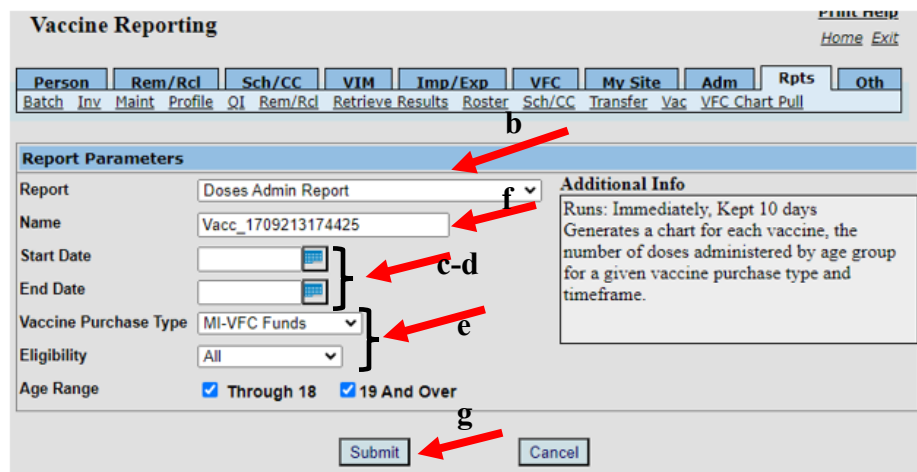
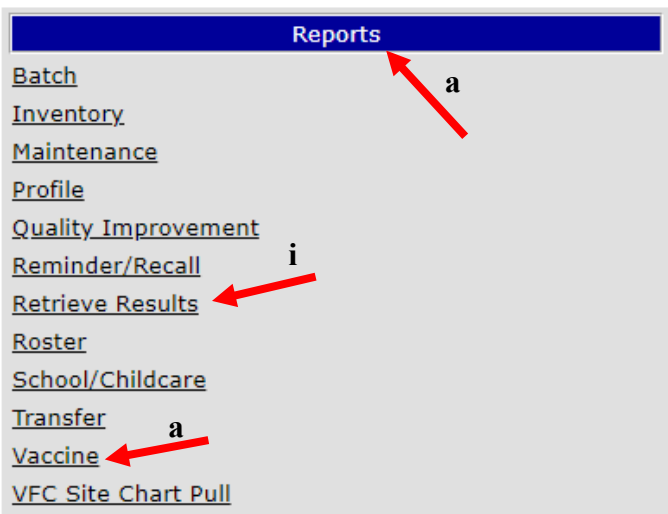


The image shows a table titled 'MDHHS - VFC Program's Scheduled Results'. A red arrow labeled 'h' points to the 'Report' link in the first row of the table.

Description	User	Target Dt	Status		
QL_1708100265293	napierk2	02/16/2024	Report has been retrieved	Report	Delete
QL_1708100265293 (Pediatric)	napierk2	02/16/2024	Report has been retrieved	Report	Delete
QL_1708100265293 (Adolescent)	napierk2	02/16/2024	Report has been retrieved	Report	Delete
QL_1708100265293 (Older Adolescent)	napierk2	02/16/2024	Report Ready	Report	
VIM_1709137461254	wilddt	02/28/2024	Report has been retrieved	Report	Delete
VIM_1709137767910	wilddt	02/28/2024	Report has been retrieved	Report	Delete
VIM_1709139626885	wilddt	02/28/2024	Report has been retrieved	Report	Delete
VIM_1709209843216	wilddt	02/29/2024	Report has been retrieved	Report	Delete

2. Universal Hepatitis B, High Risk Hepatitis A and B, and Michigan Adult Vaccine (MI-AVP) programs use the Doses Administered report to populate their Provider Profile on the Provider Enrollment form. Follow these steps to generate a Doses Administered Report in MCIR:

- a) Go to the **Reports** tab and click on the **Vaccine** link.
- b) Choose **Doses Admin Report**.
- c) Enter a **Start date** one year previous to today's date.
- d) Enter an **End date** of today's date.
- e) Vaccine purchase type, eligibility and all age ranges are defaulted, run report with the selected defaults.
- f) Name the report in the Description field with the current month, day and year.
- g) Click **Submit**.
- h) You will be sent back to the **Home** page.
- i) In the Reports section of the **Home** page click on **Retrieve Results**.
- j) When the report is ready, click on the **Report** link to view and print report (user may have to hit refresh button until report shows up).



MDHHS - VFC Program's Scheduled Results

Description	User	Target Dt	Status	Report	Delete
QI_1708100265293	napierk2	02/16/2024	Report has been retrieved	Report	Delete
QI_1708100265293 (Pediatric)	napierk2	02/16/2024	Report has been retrieved	Report	Delete
QI_1708100265293 (Adolescent)	napierk2	02/16/2024	Report has been retrieved	Report	Delete
QI_1708100265293 (Older Adolescent)	napierk2	02/16/2024	Report Ready	Report	Delete
VIM_1709137461254	wiltdt	02/28/2024	Report has been retrieved	Report	Delete
VIM_1709137767910	wiltdt	02/28/2024	Report has been retrieved	Report	Delete
VIM_1709139626885	wiltdt	02/28/2024	Report has been retrieved	Report	Delete
VIM_1709209843216	wiltdt	02/29/2024	Report has been retrieved	Report	Delete

A red arrow labeled 'j' points to the 'Report' link in the first row of the table. A 'Refresh' button is visible above the table.