



Vaccine Return Status Report

1. Login into system
 - a. Make sure you are logged into the correct provider/clinic
2. Click Reports
3. Scroll to the Vaccine Order Management section
4. Click the Vaccine Return Status report link
5. Select the Return Status
6. Select the Return Type
7. Helpful to enter a Vaccine return date range
8. Click Run Report
9. The report is available in PDF or Excel