

# Immunization Certificate Report (California)

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Tool Search: Immunization Certificate Report

The Immunization Certificate Report provides a listing of students who have met immunization compliance on the basis of a valid certificate, rather than the dates and numbers of immunizations.

In order for the report to generate, all individuals included in the report must have a birth date entered on their Identity record. If a birth date is not entered, an error message displays after generating the report.

Immunization Certificate Report ☆
Health Office > Reports > Immunization Certificate Report

Immunization Certificate Report

Immunization Certificate Report. This is a very complex report, so try to limit the number of students run per batch.  
No Certificate Record Found should not be run in conjunction with Any other Selected Certificate Type.

Which students would you like to include in the report?

Grade

All Students

- A
- AE
- KN
- P-3
- P-4
- P1
- P2
- P3
- P4
- PK
- PS
- TK
- 00
- 01
- 02
- 03
- 04

Ad Hoc Filter

Which calendar(s) would you like to include in the report?

active year

list by school

list by year

23-24

- 23-24 Calaveras High School
- 23-24 Calaveras River Academy
- 23-24 CCOE Jenny Lind Pre-K Pr
- 23-24 CCOE San Andreas Pre-K F
- 23-24 CCOE Valley Springs Pre-
- 23-24 CSIS District School
- 23-24 Gold Strike High School
- 23-24 Growing Together JL-Pre-
- 23-24 Growing Together SA-Pre-
- 23-24 Growing Together VS-Pr 1
- 23-24 Growing Together VS-Pre-
- 23-24 Jenny Lind Elementary
- 23-24 Mokelumne Hill Elementar
- 23-24 Non-Public School
- 23-24 San Andreas Elementary

CTRL-click or SHIFT-click to select multiple

**Certificate Type**

YC

OS

OT

No Certificate Type Saved on Record

Certificate Date:  To

No Certificate Record Found

**Sort Options**

Enrollment Effective Date:

Grade

Student Name

Certificate Type

*Immunization Certificate Report Editor*

**Read** - Generate the Immunization Certificate Report.

**Write** - N/A

**Add** - N/A

**Delete** - N/A

## Report Logic

This report uses information from the student's [Immunizations](#) tool for data. The following situations will report:

- Students who do not have an immunization certificate record.
- Students who have a certificate with an expiration date that falls into a range of dates defined by the user.
- Students who have a certificate where the date that falls into a range of dates defined by the user.
- Students who have a particular type of certificate.

When a student has two enrollments where one has an end date and the other does not have an end date:

- When the End Date is before the current date, the enrollment is not used in the report.
- When the End Date is equal to or after the current date or is null, the enrollment is used in the report.

## Report Editor

The following defines the options available on the Immunizations Certificate Report.

Field	Description
<b>Student Selection</b>	Students can be selected by either a Grade Level or an Ad hoc Filter. If choosing a grade level, only those grades in the calendar selected in the Campus toolbar are listed. If choosing an ad hoc filter, only those students included in the ad hoc filter will be included in the report, if they meet the other selected requirements.
<b>Certificate Type</b>	Determine which types of immunization certificates to include on the report. These types are assigned to immunization records as Waivers. The options listed may not be available in all districts. To return certificates between a certain date range, enter the to and from dates in the <b>Certificate Date</b> field in <i>mmdyy</i> format, or use the calendar icon to select a date. <b>No Certificate Type Saved on Record</b> can also be selected.  To return student names where no certificate record is found, mark the <b>No Certificate Record Found</b> checkbox.
<b>Sort Options</b>	The report can sort students included on the report by <b>Grade</b> , <b>Student Name</b> , or <b>Certificate Type</b> . An Enrollment <b>Effective Date</b> can also be included to student enrolled as an effective date.

Field	Description
<b>Calendar Selection</b>	Select which calendars to include in the report. The calendar selected in the Campus toolbar is automatically selected. Calendars can be selected by active year, by school or by year.

## Generate the Report

1. Select the **Grade level** of the students to include on the report from the dropdown list. Or, select an Ad hoc filter.
2. Select the **Certificate Type**.
3. Enter the **Certificate Date** range to provide a specific starting point and ending point.
4. Select the **Sort Options** for the report.
5. Select the **Calendars** to include on the report.
6. Click the **Generate Report** button.

The report generates in PDF format, listing the students with the matching criteria entered.

23-24 Calaveras High School 02/22/2024 01:15:04 PM		Immunization Certificate Report Grades: 09 10 11 12	
Certificate Type(s): YC, OS, OT			
23-24 Calaveras High School			
Grade	Student	Certificate Date	Certificate Type
11		10/07/2016	OS
10		06/02/2015	OS
10		05/26/2023	OS
09		07/14/2021	OS
12		05/11/2011	OS
09		10/07/2016	OS
12		10/23/2014	OS
11		10/26/2022	OS

*Immunization Certificate Report - PDF Format*