

Immunization Certificate Report (Kansas)

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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.

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
Student Selection	Students can be selected by either a Grade or an Ad hoc Filter. When choosing a grade level, only those grades in the calendar selected in the Campus toolbar are listed. When choosing an ad hoc filter, only those students included in the ad hoc filter are included in the report, when they meet the other selected requirements.
Certificate Type	Determines 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 Certificate Date field in <i>mmdyy</i> format, or use the calendar icon to select a date. No Certificate Type Saved on Record can also be selected. To return student names where no certificate record is found, mark the No Certificate Record Found checkbox.
Sort Options	The report can sort students included on the report by Grade , Student Name , or Certificate Type . An Enrollment Effective Date can also be included to student enrolled as an effective date.
Calendar Selection	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.

MHS 2 MANHATTAN HIGH SCHOOL 02/20/2024 10:28:49 AM		Immunization Certificate Report Grades: 09 10 11 12
Certificate Type(s): Provisional, Standard, Medical, Religious		
MHS 2023-2024		
Grade	Student	Certificate Type
10	DALL, TATUM	Religious
11	LAPSHOVA, OLEKSANDRA	Religious
12	BELANGER, BURKE	Religious
12	HERRING, TRINITY	Standard
12	HIATT, MYKAH	Religious
12	LEWIS, KANYE	Standard

PDF Immunization Certificate Example