

# Immunization Certificate Report (Kentucky)

Last Modified on 10/21/2024 8:22 am CDT

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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

00  
01  
02  
03  
04  
05  
06  
07  
08  
09  
10  
11  
12  
14  
95  
96  
97

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 Academy @ Shawnee High  
23-24 Academy @ Shawnee Midd  
23-24 Ackerly  
23-24 Ahrens Educational Resou  
23-24 Alex R Kennedy Elementar  
23-24 Atherton High  
23-24 Atkinson Academy  
23-24 Auburndale Elementary  
23-24 Audubon Traditional Elem  
23-24 Ballard High  
23-24 Barret Traditional Middl  
23-24 Bates Elementary  
23-24 Bellewood  
23-24 Binet School  
23-24 Blake Elementary

CTRL-click or SHIFT-click to select multiple

**Certificate Type**

Provisional

Standard

Medical

Religious

No Certificate Type Saved on Record

Certificate Date:  To

Expiration 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.

Field	Description
<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.
<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 Atherton High 02/22/2024 01:12:17 PM		Immunization Certificate Report Grades: 09 10 11 12
Certificate Type(s): Provisional, Standard, Medical, Religious		
23-24 Atherton High		
Grade	Student	Certificate Type
11		Provisional
09		Provisional
09		Provisional
10		Provisional
10		Provisional
12		Provisional
10		Provisional
11		Provisional
11		Provisional
09		Provisional
10		Provisional
10		Provisional
11		Provisional
12		Provisional
10		Provisional
10		Provisional

*Immunization Certificate Report - PDF Format*