

## WIC Statistical Reports (Screen 51)

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There are a number of statistical reports that a local WIC Agency can produce by accessing screen 51. Several reports are listed, which can be customized to list data for a program and site within a specified time period.

From the Main Application Selection Menu:

- Screen = 51
- ID and Date are left blank
- Action = I (Inquiry)
- Press the **ENTER** key.

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HSA005A      NORTH CAROLINA HEALTH SERVICES INFORMATION SYSTEM      NC03  07501
12/14/07                APPLICATION SELECTION MENU

NEXT RECORD: COUNTY: 085  SCREEN: 51  ID:                DATE:                ACTION: I
MESSAGE: 103 PF8 TO BROWSE FORWARD, PF7 TO BROWSE BACKWARD

00. ALPHA NAME SEARCH                87. VIEW NOTIFICATION MESSAGE
01. PATIENT MASTER                    95. MEDICAID ELIGIBILITY INQUIRY
04. PATIENT ADDRESSES
18. APPOINTMENT FUNCTIONS
19. REPORTS PROCESSING
20. WIC CERTIFICATION
21. WIC ISSUANCE/NUTRI. EDU.
22. WIC MESSAGES AND COMMENTS
23. WIC NOTICE HISTORY
24. WIC SUMMARY PAGE PRINT
25. WIC HISTORY
26. WIC SPECIAL SITE MENU
28. FORMS ALIGNMENT
51. WIC STATISTICAL REPORTS
52. FARMERS MARKET ISSUANCE
53. WIC STATE FUNDED ISSUANCE
54. BLOOD LEAD LEVEL INQUIRY
55. VENDOR VOUCHER REPLACEMENT

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- Site = the 2-digit site code
- Beginning Date (CCYYMMDD) = the full 4-digit year (CCYY = YYYY), followed by the 2-digit month and 2-digit day. (Ex. January 1, 2005 = 20050101 and June 30, 2005 = 20050630)
- Ending Date (CCYYMMDD) = the full 4-digit year (CCYY = YYYY), followed by the 2-digit month and 2-digit day.
- Type the letter X beside the desired report.
- Press the **ENTER** key.

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HSA510A                NORTH CAROLINA HSI - WIC SYSTEM                NC03
12/14/07                WIC STATISTICAL REPORTS

NEXT RECORD: COUNTY: 085  SCREEN: 51  ID:                DATE:                ACTION: I
MESSAGE: 276 PLEASE ENTER THE DATE & 'X' FOR SELECTION

PROGRAM: 075  SITE: 01  BEGINNING DATE: _____  ENDING DATE: _____
                                (CCYYMMDD)                (CCYYMMDD)

TYPE 'X' IN 'SELECT' FIELD TO REQUEST A REPORT SCREEN
SELECT REPORT SCREEN REPORT DESCRIPTION
-   HSA510B      .  TOTAL RECORDS ADDED, CHANGED, RECERTIFIED, TERMINATED,
                   .  AND REINSTATED
                   .  TOTAL NUTRITION EDUCATION PROVIDED FOR EACH NUTRITIONAL
                   .  RISK CATEGORY
                   .  TOTAL RECORDS WITH MESSAGE FIELD BEGINNING WITH IR
                   .  (IMMUNIZATION REFERRAL)
-   HSA510C      .  TOTAL BY USER ID OF CERTIFICATION RECORDS ENTERED,
                   .  ISSUANCE AND NUTRITION EDUCATION RECORDS ENTERED
-   HSA510D      .  LISTING OF TERMINATED PATIENTS SEARCHED BY TERM DATE
-   HSA510E      .  LISTING OF TERMINATED PATIENTS SEARCHED BY BIRTHDATE

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All reports are displayed on the screen.

- To move forward within a report, press the <F8> function key.
  - ▶ The <F7> key to move backward does not function on this screen. See below.
- To move back, press the <F2> key to return to the selection menu of Screen 51, enter the site and date info and
- Press the **ENTER** key.

**Message 026 Depressed Key Not Active Press The Correct Key:**

The F7 function (scroll back to previous page) was not implemented to use in some of these reports. Depending upon which report is open, to view a previous page, press either the <F2> key or the <F3> key to go back to the Main Application Selection Menu or the menu WIC Statistical Reports page on Screen 51, and start over.

The F3 function (move back one page) was not implemented to use in some these reports. It

may return the screen to the menu of WIC Statistical Reports page on Screen 51.

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HSA510A                NORTH CAROLINA HSIS - WIC SYSTEM                NC25
06/29/05                WIC STATISTICAL REPORTS

NEXT RECORD: COUNTY: 071  SCREEN: 51  ID:                DATE: N        ACTION: I
MESSAGE: 026 DEPRESSED KEY NOT ACTIVE - PRESS CORRECT KEY

PROGRAM: 056  SITE: 01  BEGINNING DATE: _____  ENDING DATE: _____
                        (CCYYMMDD)                (CCYYMMDD)
TYPE 'X' IN 'SELECT' FIELD TO REQUEST A REPORT SCREEN
SELECT  REPORT SCREEN  REPORT DESCRIPTION
-      HSA510B      .  TOTAL RECORDS ADDED, CHANGED, RECERTIFIED, TERMINATED,
                        .  AND REINSTATED
                        .  TOTAL NUTRITION EDUCATION PROVIDED FOR EACH NUTRITIONAL
                        .  RISK CATEGORY
                        .  TOTAL RECORDS WITH MESSAGE FIELD BEGINNING WITH IR
                        .  (IMMUNIZATION REFERRAL)
-      HSA510C      .  TOTAL BY USER ID OF CERTIFICATION RECORDS ENTERED,
                        .  ISSUANCE AND NUTRITION EDUCATION RECORDS ENTERED
-      HSA510D      .  LISTING OF TERMINATED PATIENTS SEARCHED BY TERM DATE
-      HSA510E      .  LISTING OF TERMINATED PATIENTS SEARCHED BY BIRTHDATE
```

### Printing Screen Reports

The system does not provide a print function for these reports. The only way to print a screen report is to take a snapshot (screenshot) of the report and print it from a Windows application.

To print a report:

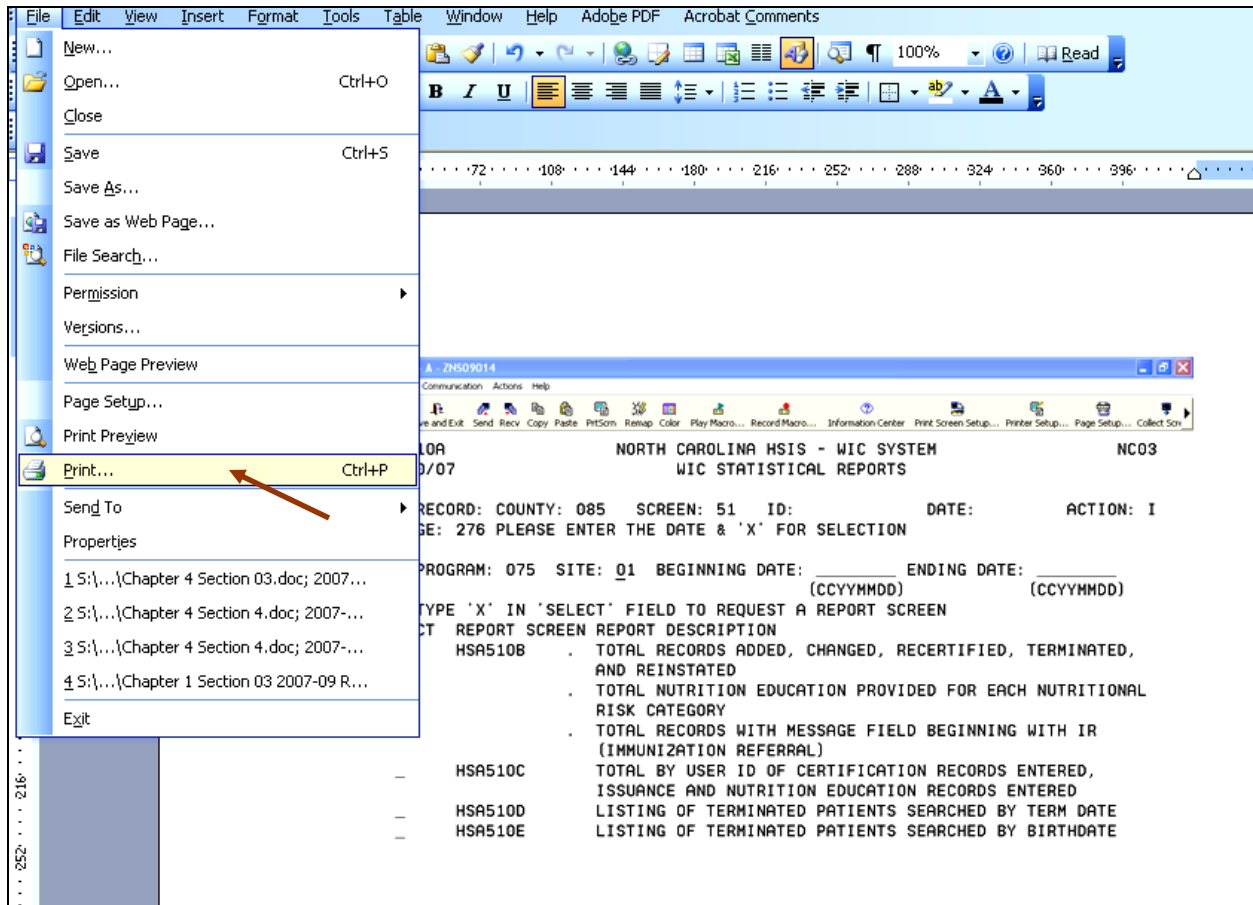
- Press the **Print Scrn** (Print Screen) key on the computer keyboard



- Open a word processing application such as Microsoft Word.
- Paste the snapshot of the screen into Word.
- Use the File menu to print the document.

For multiple page reports, repeat these steps until all pages have been printed.

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**HSA510B** – Total Records Added, Changed, Recertified, Terminated and Reinstated, Total Nutrition Education Provided For Each Nutritional Risk Category, Total Records With Message Field Beginning With IR (Immunization Referral). This report displays a list of the total number of Certification Records which were updated with an Action code of A, C, R, T or X (after T) during the specific time period.

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HSA510A                                NORTH CAROLINA HSIS - WIC SYSTEM                                NC03
12/14/07                                WIC STATISTICAL REPORTS

NEXT RECORD: COUNTY: 085  SCREEN: 51  ID:                DATE:                ACTION: I
MESSAGE: 009 ERRORS IN HIGHLIGHTED FIELDS

PROGRAM: 075  SITE: 01  BEGINNING DATE: 20050101  ENDING DATE: 20050630
                                (CCYYMMDD)                (CCYYMMDD)
TYPE 'X' IN 'SELECT' FIELD TO REQUEST A REPORT SCREEN
SELECT REPORT SCREEN REPORT DESCRIPTION
  X   HSA510B      .  TOTAL RECORDS ADDED, CHANGED, RECERTIFIED, TERMINATED,
                                AND REINSTATED
                                .  TOTAL NUTRITION EDUCATION PROVIDED FOR EACH NUTRITIONAL
                                RISK CATEGORY
                                .  TOTAL RECORDS WITH MESSAGE FIELD BEGINNING WITH IR
                                (IMMUNIZATION REFERRAL)
  _   HSA510C      TOTAL BY USER ID OF CERTIFICATION RECORDS ENTERED,
                                ISSUANCE AND NUTRITION EDUCATION RECORDS ENTERED
  _   HSA510D      LISTING OF TERMINATED PATIENTS SEARCHED BY TERM DATE
  _   HSA510E      LISTING OF TERMINATED PATIENTS SEARCHED BY BIRTHDATE

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HSA510B                                NORTH CAROLINA HSIS - WIC SYSTEM                                NC25
TOTAL TRANSACTIONS FOR PERIOD INDICATED

NEXT RECORD: COUNTY: ___  SCREEN: _  ID: _____  DATE: _____  ACTION: _
MESSAGE:

PROGRAM: ___  SITE: 01  BEGINNING DATE: 20050101  ENDING DATE: 20050630

RECORDS ACTION CODE BLANK:           1036
      ADDED:                          549
      CHANGED:                         685
      RECERTIFIED:                     882
      TERMINATED:                      362
      REINSTATED:                      189

NUTRITIONAL EDUCATION:
      PREGNANT:                        0
      POST PARTUM:                     0
      BREASTFEEDING                    0
      INFANTS:                         0
      CHILDREN:                        26
      TOTAL:                           26
MESSAGE IR:                            0
(IMMUNIZATION REFERRAL)
  
```

**HSA510C** – Total By User ID of Certification Records Entered, Issuance and Nutrition Education Records Entered. This report displays a list of the total number of times a Certification, Issuance, or Education record has been added or updated by a particular User ID. The word *Entered* in the report title does not represent how many records have been *Created* by this User ID. The report calculates how many times, during the specified time period, the User ID *added or updated* (changed, recertified, terminated, reinstated) the Certification records,

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*updated* the Issuance records, and *added or updated* the Nutrition Education records in a site. The report displays the totals of all of these activities for each User ID under three columns (Issuance, Certification, and Nutrition Education).

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HSA510A                                NORTH CAROLINA HSIS - WIC SYSTEM                                NC25
06/29/05                                WIC STATISTICAL REPORTS

NEXT RECORD: COUNTY: 071  SCREEN: 51  ID:                                DATE:                                ACTION: I
MESSAGE: 276 PLEASE ENTER THE DATE & 'X' FOR SELECTION

PROGRAM: 056  SITE: 01  BEGINNING DATE: 20050101  ENDING DATE: 20050630
                                (CCYYMMDD)                                (CCYYMMDD)
TYPE 'X' IN 'SELECT' FIELD TO REQUEST A REPORT SCREEN
SELECT  REPORT SCREEN  REPORT DESCRIPTION
-      HSA510B      .  TOTAL RECORDS ADDED, CHANGED, RECERTIFIED, TERMINATED,
                                AND REINSTATED
                                .  TOTAL NUTRITION EDUCATION PROVIDED FOR EACH NUTRITIONAL
                                RISK CATEGORY
                                .  TOTAL RECORDS WITH MESSAGE FIELD BEGINNING WITH IR
                                (IMMUNIZATION REFERRAL)
x      HSA510C      .  TOTAL BY USER ID OF CERTIFICATION RECORDS ENTERED,
                                ISSUANCE AND NUTRITION EDUCATION RECORDS ENTERED
-      HSA510D      .  LISTING OF TERMINATED PATIENTS SEARCHED BY TERM DATE
-      HSA510E      .  LISTING OF TERMINATED PATIENTS SEARCHED BY BIRTHDATE
  
```

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HSA510C                                NORTH CAROLINA HSIS - WIC SYSTEM                                NC25
                                WIC STATISTICS BY USER ID

NEXT RECORD: COUNTY: ___  SCREEN: _  ID: _____  DATE: _____  ACTION: _
MESSAGE:

PROGRAM: 056  SITE: 01  BEGINNING DATE: 20050101  ENDING DATE: 20050630

USER ID  ISSUANCE  CERTIFICATION  NUTRITION EDUCATION
H2CI114  1466      3470          16
H2CI388  887       1784          0
H2X1270  3         3             0
N1CI192  198       394           0
N1CI749  320       605           10
TOTAL    2874      6256          26
  
```

**HSA510D** - Listing of Terminated Patients Searched by Term Date. This report displays a list of patients who have been terminated between the specified beginning and ending dates. This list is sorted numerically by Patient ID and can span multiple pages.

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HSA510A          NORTH CAROLINA HSI - WIC SYSTEM          NC03
06/29/05          WIC STATISTICAL REPORTS

NEXT RECORD: COUNTY: 085  SCREEN: 51  ID:          DATE:          ACTION: I
MESSAGE: 276 PLEASE ENTER THE DATE & 'X' FOR SELECTION

PROGRAM: 075  SITE: 01  BEGINNING DATE: 20050101  ENDING DATE: 20050630
                      (CCYYMMDD)                (CCYYMMDD)
TYPE 'X' IN 'SELECT' FIELD TO REQUEST A REPORT SCREEN
SELECT REPORT SCREEN REPORT DESCRIPTION
- HSA510B . TOTAL RECORDS ADDED, CHANGED, RECERTIFIED, TERMINATED,
          . AND REINSTATED
          . TOTAL NUTRITION EDUCATION PROVIDED FOR EACH NUTRITIONAL
          . RISK CATEGORY
          . TOTAL RECORDS WITH MESSAGE FIELD BEGINNING WITH IR
          . (IMMUNIZATION REFERRAL)
- HSA510C TOTAL BY USER ID OF CERTIFICATION RECORDS ENTERED,
          . ISSUANCE AND NUTRITION EDUCATION RECORDS ENTERED
x HSA510D LISTING OF TERMINATED PATIENTS SEARCHED BY TERM DATE
- HSA510E LISTING OF TERMINATED PATIENTS SEARCHED BY BIRTHDATE
  
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HSA510D          NORTH CAROLINA HSI - WIC SYSTEM          NC03
LISTING OF TERMINATED PATIENTS

NEXT RECORD: COUNTY: 085  SCREEN: 51  ID: _____ DATE: _____ ACTION: _
MESSAGE:

PROGRAM: 075  SITE: __ BEGINNING DATE: 20050101  ENDING DATE: 20050630

PATIENT ID  WIC ID  SITE  PATIENT LAST NAME  BIRTH DT  TERM DT  REASON
PJ0519042H  PJB751  01    PUBLIC             20040519  20050215  1
256254729H  632147  01    POPPINS            19700425  20050502  5
LAST...
  
```

**HSA510E** – Listing of Terminated Patients Searched by Birth Date brings up a list of terminated patients whose birth dates fall between the specified beginning and ending dates. This list is sorted numerically by Patient ID.

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 Section 3: WIC STATISTICAL REPORTS (Screen 51)

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HSA510A                NORTH CAROLINA HSIS - WIC SYSTEM                NC03
06/29/05                WIC STATISTICAL REPORTS

NEXT RECORD: COUNTY: 085  SCREEN: 51  ID:                DATE:                ACTION: I
MESSAGE: 276 PLEASE ENTER THE DATE & 'X' FOR SELECTION

PROGRAM: 075  SITE: 01  BEGINNING DATE: 19800101  ENDING DATE: 20050630
                        (CCYYMMDD)                (CCYYMMDD)
TYPE 'X' IN 'SELECT' FIELD TO REQUEST A REPORT SCREEN
SELECT  REPORT SCREEN REPORT DESCRIPTION
-      HSA510B      .  TOTAL RECORDS ADDED, CHANGED, RECERTIFIED, TERMINATED,
                        .  AND REINSTATED
                        .  TOTAL NUTRITION EDUCATION PROVIDED FOR EACH NUTRITIONAL
                        .  RISK CATEGORY
                        .  TOTAL RECORDS WITH MESSAGE FIELD BEGINNING WITH IR
                        .  (IMMUNIZATION REFERRAL)
-      HSA510C      TOTAL BY USER ID OF CERTIFICATION RECORDS ENTERED,
                        ISSUANCE AND NUTRITION EDUCATION RECORDS ENTERED
-      HSA510D      LISTING OF TERMINATED PATIENTS SEARCHED BY TERM DATE
x      HSA510E      LISTING OF TERMINATED PATIENTS SEARCHED BY BIRTHDATE
  
```

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HSA510E                NORTH CAROLINA HSIS - WIC SYSTEM                NC03
                        LISTING OF TERMINATED PATIENTS

NEXT RECORD: COUNTY: 085  SCREEN: 51  ID: _____  DATE: _____  ACTION: _
MESSAGE:

PROGRAM: 075  SITE: __  BEGINNING DATE: 19800101  ENDING DATE: 20050630

PATIENT ID  WIC ID  SITE  PATIENT LAST NAME  BIRTH DT  TERM DT  REASON
PJ0519042H  PJB751  01   PUBLIC              20040519  20050215  1
LAST...
  
```