



## COVID-19 Immunization Future Compliance Report Instructions

Infinite Campus Compliance rules for COVID-19 Immunizations will go into effect on 1/31/22. At that time, compliance status for COVID will be visible in the Immunization Summary at the top of each student's Immunizations Tab under Student Information > Health > General

In the meantime, you can run compliance reports to determine the upcoming compliance status for your students using a future effective date in the Generic Immunizations Extract Report. Here are instructions on how to do this:

- 1) Log in to Infinite Campus  
([https://campus.scusd.edu/campus/sacramento\\_city.jsp](https://campus.scusd.edu/campus/sacramento_city.jsp))
- 2) Select the appropriate calendar. **If you have two, you will need to run two reports.**
- 3) From Index, select **Health>Reports>Generic Immunizations Extract**.
- 4) Change the Effective Date to **1/31/22**
- 5) De-Select the **Toggle Vaccines** Checkbox
- 6) Check the box for **COVID (Pfizer)** (code:COVPfizer)
  - a While you will see other vaccines listed, selecting the COVID (Pfizer) box will include all other COVID vaccine types when calculating the compliance status.
- 7) Scroll to the bottom and check the box for the type of report you want to create:
  - a **Compliant** will provide you with a list of students that will be at least 12 years, 1 month old by 1/31/22, and have all required doses documented in I.C.
  - b **Non-compliant** will provide you with a list of students that will be at least 12 years, 1 month old by 1/31/22, and do not yet have all required doses documented in I.C.
  - c **No Requirement** will provide you with a list of students that will still be younger than 12 years, 1 month old by 1/31/22, and are not yet required to provide COVID-19 immunization records.
  - d **Exempt** will provide you with a list of students who have a verified exemption on file (these are processed centrally)
- 8) Select the "Generate Extract" button.

Families can submit student COVID Immunization Records and Exemption Applications through [Informed K12](#). These submissions are vetted centrally and documented in Infinite Campus.