Phase 1b Walkthrough

Open POLAR select Reports then select COVID Vaccine Rollout Status Report Do not select RACGP Activ filtering by active patients	e you may eliminate patie only.	COVIE Rollou Vaccine report fo	Vaccine It Status rollout status or Clinics e vaccinated the report is already
From the orange boxes on the left, click the Select Patients in Phase 1b box.	Sel	lect Patients in 18	Phase 1b
Under the orange boxes there is a heading, Select Number of Vaccinations, with blue boxes enabling the selection of 0, 1, or 2 vaccinations. Select 0 to display the number of patients who have not had a COVID Vaccine. Under the Phase Tracking tab you can see who has had 0, 1 or 2 COVID vaccines given. The filters applied means the page is displaying the number of patients in the phase 1b category who have not had a COVID vaccine.	Sele	ect Number of Va	accinations 2
Under the Patient Phase Details tab you will see Medicare/DVA	Phase Tracking	🖃 Vaccine Rollo	ut Information Patient Pt
Recorded heading. Click on the magnifying glass to the right of the	Full Name Q	Patient Q Vaccine Q Age Phase	Medicare / DVA recorded Recol
heading and then Select Recorded from the drop	Molly Fuentes	110 Phase 1b	Reco (a X V
down menu and confirm the filter by	Аїрето vveeks Bryanna Gross Elliana Edwards	IOO Phase ID 107 Phase Ib 106 Phase Ib	Reco Recorded r

clicking on the Green			
Select Patient list from			
the top right corner.	Patient		
then export to Excel			
using the Export to			
Excel button To roturn			
to the report click Pack	Export to Excel		
to the report click back			
right corner	Back to Home		
right corner.	back to nome		
To recall patients that			
have had the 1 st vaccine			
only	Select Patients in Phase 1b		
Clear the filters in the			
grey hanner	18		
Then select Phase 1h			
again			
Under the heading			
Select Number of	Select Number of Vaccinations		
Vaccinations select the	Sciece Number of Vaccinations		
1 blue box to display			
the number of patients			
who have had 1 COVID			
Who have had I COVID			
Vaccine.			
Under the Patient Phase			
Details tab you will see			
the Vaccine Date 1			
heading.	#		
To recall patients that	III Phase Tracking IV Vaccine Rollout Information		
have had 1 vaccine click	Full Name O Patient O Vaccine O Medicare / N/A O Vaccine Status O Vaccine Date O Vaccine Date O		
on the magnifying glass	Age Phase recorded		
to the right of the	Chasity Adams 94 Phase 1b Recorded One Vaccination Recorded 26		
heading and then select	Paulina Perry 94 Phase 1b Not Recorded One Vaccination Recorded 81 Q Search in listbox		
required dates from the	Aliyah Bradley 93 Phase 1b Recorded One Vaccination Recorded 18		
drop down menu.	Anahi Mclaughlin 93 Phase 1b Recorded One Vaccination Recorded 22		
Confirm the selection by			
clicking on the Green			
tick box and go to			
patient list.			