Sonar MYS manual flu data upload user guide

1. If your MYS figures for flu isn't matching up to what you have submitted on Sonar, it is possible for you to manually upload the correct figures. The first step is to download a report from Sonar with a breakdown. To do this, you need to log onto your Sonar account, click 'Pharmacy vaccination service 2020/21' and then click 'reports'.

Service Home Records O Add New Control Cont	nsulations 🗠 Reports 🛛 Stock 🖋 Vaccines 🖌 Appointme	nts 🛱 Bookings 🎛 QR Code Poster 🕔 Scheduler
		Test Pharmacy - HF (
Main menu	Service references	MYS Claims 01 C
Home くか Main Records	B 🗄 Blank form G 🖥 GP Notification	Please check your MYS account within the next 2 days as it is still updating. You can download the <u>live report</u> which contains 3 sheets: 1. List of all your patients recorded into the system. 2. Summary by service.
Add new	N 📙 National Flu Service Spec	Vaccines Stock 01 S
Consultations	P 👌 Pharmacy PGD	Before you start you have to enter the vaccine brands you have in stock. It's required that you keep your stock up to date.
Stock Stock	 User Guide (Patient appointments) User Guide (QR poster) 	GP Notifications 01 S
Appointments	- 🖪 User Guide (Vaccination service)	By default notifications will be sent via MESH and ITK3. IF GP pratice does not have a MESH MESH then
B QR Code Poster		Where a notification will be sent using NHS Mail Where a notification has not been sent via ITK or NHS mail – please print the GP notification and send it via Post or Fax.
Scheduler		

2. Click 'Live report' and then click download.

✓> Service Home Records O Add New	Consulations Reports	Stock	Naccines App	pointments	🖽 Bookings	₽ QR Code Poster	Scheduler
						Test Ph	armacy - HF (W12 8C
Main menu	Current activity						
+ Live report	> London Flu Service	(1)					
	> London PPV Service	(2)					
	National Flu Service	(22)					
	🗠 Total	(25)					
2020 V October V All services V							
iavascript:void(0):							

3. Open up the report (Make sure you have enabled editing)

Filter between the services. Please note you only claim for National flu on MYS				Click here to f when it is first display the tot	ilter the downlo tal figur	months. (As baded it'll es to date)		
Month	9	Ŧ						
Year	2020	-						
Count of Record Id	Column Labels	-						
Row Labels	London Flu Servic	e Londo	n PPV	National Flu Service	Grand Total			
Adjuvanted trivalent influenza vaccine (surface antigen, inactivated) suspension for injection 0.5ml pre-filled syringes (Seqirus Vaccines Ltd) Fluarix Tetra vaccine suspension for injection 0.5ml pre-filled syringes (GlaxoSmithKline UK Ltd) Pneumovax 23 solution for injection 0.5ml pre-filled syringes (Merck Sharp & Dohme Ltd) Quadrivalent vaccine (solit virion, inactivated) suspension for injection		1	1	6 13	6 14 1			
0.5ml pre-filled syringes (Sanofi pasteur MSD Ltd)				1	1			
(blank)			1	2	3			
Grand Total		1	2	22	25			
								 E
Source By Vaccine By Service 🕀]

Click source to see a full list of patients you have vaccinated. This can be used to see if you have missed any patients

	Α	В	С	D	E	F	G	н	1	L	К
	Record	GivenName	FamiliName	DOB	NHSNumber	ServiceName	Month	Year	ServiceDate	Inclusion	Vaccine
1	Id 👻	-	•	*	-	*	-	-	Ŧ		
	1440834	TESTY	MCTEST	30/06/1955		National Flu Service	9	2020	25/09/2020	65 and Over	Adjuvanted trivalent influenza vaccine (surface
2											suspension for injection 0.5ml pre-filled syring
	1335910	GEORGE	WEAH	01/01/1980		National Flu Service	9	2020	09/09/2020	Chronic respiratory disease	Fluarix Tetra vaccine suspension for injection 0
3											(GlaxoSmithKline UK Ltd)
	1412579	PETER	THOMPSOM	04/01/1970		National Flu Service	9	2020	22/09/2020	Chronic respiratory disease	Adjuvanted trivalent influenza vaccine (surface
4											suspension for injection 0.5ml pre-filled syring
	1330389	TEST	TEST	20/10/1935		National Flu Service	9	2020	09/07/2020	65 and Over	Adjuvanted trivalent influenza vaccine (surface
5											suspension for injection 0.5ml pre-filled syring
	1437813	SOWMEYA	TEST	17/09/1974		National Flu Service	9	2020	25/09/2020	Chronic respiratory disease	Fluarix Tetra vaccine suspension for injection 0
6											(GlaxoSmithKline UK Ltd)
	1329727	TEST	PATIENT HUNDREAD	17/09/1974		National Flu Service	9	2020	09/07/2020	Chronic respiratory disease	Fluarix Tetra vaccine suspension for injection 0
7											(GlaxoSmithKline UK Ltd)
8	1329743	TEST	PATIENT ONE HUNDREAD	04/08/2000		National Flu Service	9	2020	09/07/2020	Chronic respiratory disease	
	1329882	TEST	PATIENT PPV	09/06/1977		London PPV Service	9	2020	09/07/2020	Chronic respiratory disease	Pneumovax 23 solution for injection 0.5ml pre-
9											Sharp & Dohme Ltd)
	1327020	TEST	PATIENT	17/09/1974		London Flu Service	9	2020	09/01/2020	All care homes staff whom are not	Fluarix Tetra vaccine suspension for injection 0
										included in the National Advanced	(GlaxoSmithKline UK Ltd)
										service e.g. cleaners, caterers and	
10										admin staff	
	1327046	TEST	TEST	04/08/2000		National Flu Service	9	2020	09/01/2020	Chronic kidney disease	Fluarix Tetra vaccine suspension for injection 0
11											(GlaxoSmithKline UK Ltd)
	1007106	TECT	ITECT	120/10/1000	1	Incase of the example.	10	0000	00/00/2020	Inc. Later	Internet water consistent accession for the second

Click, by service to see a breakdown of vaccine done by Service (National flu, London flu & London PPV) and also broken down by inclusion (e.g 65 and over etc)

	А	В	С	D	Е	F	G	н	1	J	К	L
1												
2		Count of Record Id										
3		ServiceName	r Inclusion 🖵	Total								
			All care homes staff whom are not included in the									
			National Advanced service e.g. cleaners, caterers and									
4		London Flu Service	admin staff	1								
5		London Flu Service Total		1								
6		London PPV Service	Chronic respiratory disease	1								
7			Chronic heart disease	1								
8		London PPV Service Total		2								
9		National Flu Service	Chronic respiratory disease	11								
10			65 and Over	4								
11			Chronic neurological disease	2								
			Household contact of person on NHS shielded patient									
12			list	1								
13			Chronic heart disease	1								
14			Pregnant woman	1								
15			Chronic kidney disease	1								
16			Diabetes	1								
17		National Flu Service Total		22								
18		Grand Total		25								
19												
20												
24												
-		By vaccine By Service	(+)				41					

This report will show the amount of vaccines submitted on Sonar broken down by different vaccine brand. If you'd like to see a full list patients you have vaccinated, click on Source also if you'd like to see a breakdown by service (National flu, London flu & London PPV) click 'By service'.

4. Once you have downloaded your report and got your figures, you will need to log onto your MYS portal and click onto 'Flu claim'.



5. Then you need to click view and submit on the relevant month.

Confirm and dec	clare these submissions		
These are the submis delivered. Select Viev	sion months where you have not yet confir v and submit to confirm the number of vacc	med the number of vaccin cines for that month and co	ations you have omplete the declaration.
Period	Total number of vaccines	Status	
September 2020	141	TO ACTION	View and submit

6. This will bring you a list of vaccines you have completed that month broken down vaccine brand.

September	Category	Quantity
	Fluarix Tetra vaccine suspension for injection	0
	Flucelvax Tetra vaccine suspension for injection	10
	Adjuvanted trivalent influenza vaccine (surface antigen, inactivated) suspension for injection	131
	Influvac sub-unit Tetra vaccine suspension for injection	0
	Quadrivalent influenza vaccine (split virion, inactivated) suspension for injection	0





7. Use the report, to add the amount of each vaccine brand you have used and then click submit. Double check the figures are correct and then click claim. Please make sure it is only National flu that you are claiming for.

Name	Details	Company	Total
Fluarix Tetra vaccine suspension for injection	0.5ml pre- filled syringes	GlaxoSmithKline UK Ltd	Total
Flucelvax Tetra vaccine suspension for injection	0.5ml pre- filled syringes	Seqirus Vaccines Ltd	Total
Adjuvanted trivalent influenza vaccine (surface antigen, inactivated) suspension for injection	0.5ml pre- filled syringes	Seqirus Vaccines Ltd	Total
Influvac sub-unit Tetra vaccine suspension for injection	0.5ml pre- filled syringes	MYLAN	Total