

# Reports



# Reports

NMSIIS has a variety of reports/forms and Quick Reference Guides (QRG) that are accessible to all users that have access to NMSIIS.



**Quick Tip:** Use the CTRL + F key on your keyboard to find a form, QRG or Report that you may be looking for.



2021 NMSIIS user | 1/1 | ^ v x

2021 NMSIIS Organization Agree  
**2021 NMSIIS User Agreement**

# Data Quality

## Reports can be helpful when doing your monthly reporting.

Each report has a detailed  Help Text icon with information of what the report is for and the input criteria and what the output will populate.



Please note: Some of these reports run overnight so they do not impact the system during daytime peak hours.

We encourage you to take some time to go through the Reports section and familiarize yourself to the Quick Reference Guides, forms and Reports that can be utilized.

## Additional Contact Information

You can also utilize the following email addresses for your convenience.

[nmsiis.access@state.nm.us-](mailto:nmsiis.access@state.nm.us)

user inquiries, pw resets, merging duplicate accounts

[Covid.vaccines@state.nm.us-](mailto:Covid.vaccines@state.nm.us)

Covid orders, covid returns, covid reconciliations, covid staffing and all other covid related questions or concerns.



*Please Note: Email inquires are responded to in the order they are received, and email requests have a quick turn around time.*

# Help Desk Information

## Help Desk Number

**Toll Free: (833) 882-6454**

- ❖ Immunization Record Requests
- ❖ Exemption Inquiries
- ❖ VFC Inquiries
- ❖ Inventory Issues Inquires
- ❖ Reconciliation Issues/Inquiries
- ❖ Vaccine Return Issues/Inquiries
- ❖ Data Logger Issue/Inquiries
- ❖ Data Exchange Inquiries
- ❖ NMSIIS Training Inquiries
- ❖ CHILE Training/Certification
- ❖ Password Resets
- ❖ Duplicate Record Issues
- ❖ New Location/Provider Inquiries
- ❖ User/ Provider Updates

**COVID related inquiries are also included as part of the topics Help Desk can provide support.**