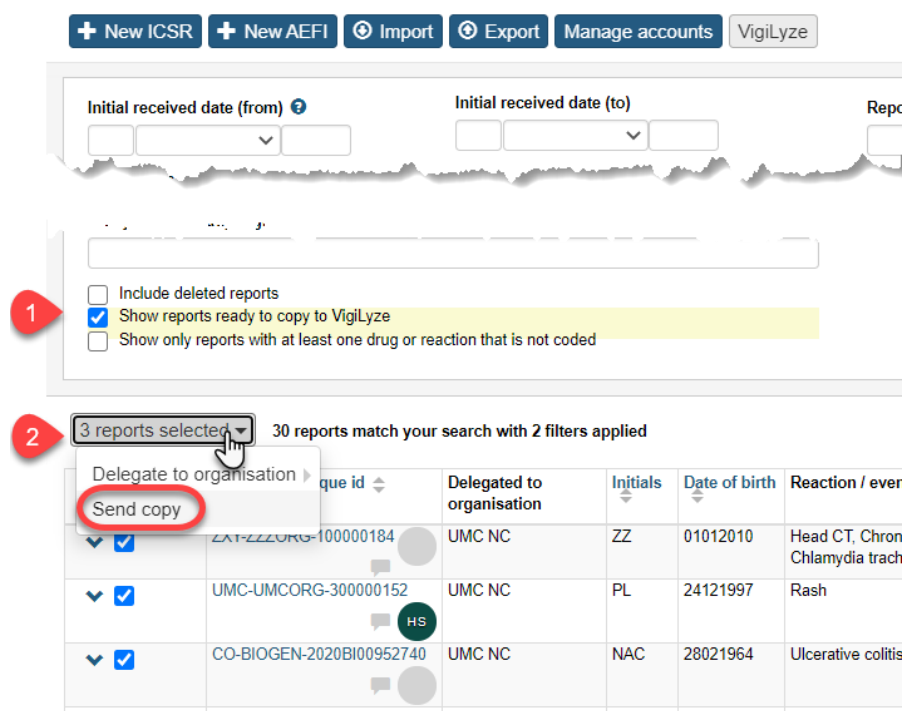## Dear VigiFlow user,

VigiFlow is updated with some new features which we hope you will find useful. A summary of the changes is provided below.

1) Report list

- **Share multiple reports with VigiLyze**
  The filter '*Show reports ready to copy to VigiLyze'* has been modified to more intuitively find all reports that are ready to be shared with VigiLyze.

  It is now possible to select several reports and send them all at once to VigiLyze. This is done from the Report List by selecting the reports you wish to send (checking the tick boxes) and choosing "*Send copy*" in the menu just above the Report List.
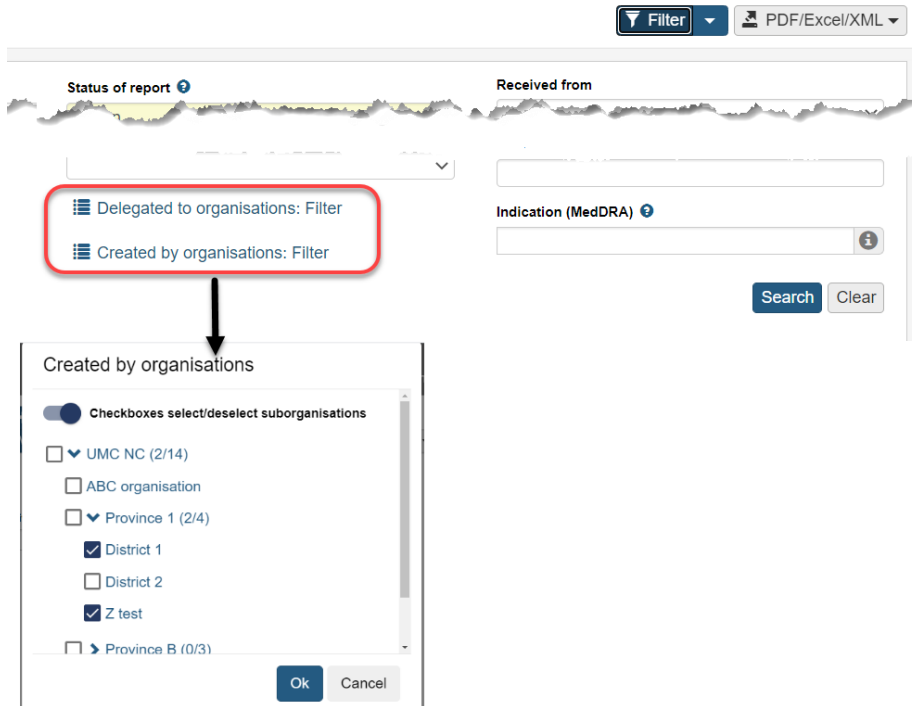

- **Multi-select in "Created by" and "Delegated to" filters**
  It is now possible to select several sub-organisations at once in the filters '*Created by organisation'* and '*Delegated to organisation'*. When opening the filter, the organisation structure is displayed and several options can be selected.

  The toggle button "*Checkboxes select/deselect suborganisations*" makes it possible to select/unselect *all* sub-organisations in one click.

- **Save Report List filters**
  You can now save your frequently used filter settings, to save time and facilitate your work.

  1) Select the combination of filters you wish to save
  2) Press '*Save filter*' in the drop-down menu of the Filter button in the upper right corner.
  3) Choose a name for your filter

  To access your saved filters, choose '*My filters'* in the same drop-down menu.
  The saved filters are personal, i.e. not available to anyone else in the organisation.

- **Reports open by default in ICSR form for NC users**

  A report is always opened in the *ICSR form* for NC users when clicking on the Worldwide unique number. For sub-organisations, the report is still opened in the form it was created (AEFI or ICSR).

  All users can still select in which form they want to open the report by clicking on the three dots next to the report number.

2) Changes affecting both AEFI and ICSR data entry forms

- **Address books**
  To enable faster data entry, two address books have been introduced.
  Address book information is <u>shared</u> within the user's own sub-organisation; i.e. all users in the same sub-organisation can view and edit all entries in the address book.

  - **Address book for initial reporters:**
    The same address book is available through both the AEFI and ICSR forms
  - **Address book for health facilities**:
    Available only in the AEFI form, section 'Health facility (place or vaccination centre)'.

  The information in the address books can be filtered to easier find the one you are looking for when doing data entry. The filter works as a 'contains search' on all displayed columns.

- **Assign case to users**
  It is now possible to assign a case to a user directly <u>from the data entry forms</u>, and not only from the Report List as previously.

- **Pregnant or lactating information**
  It is now possible to indicate if the patient was pregnant or lactating. The fields are only enabled if patient sex is set to *female*.

- **Section 'Vaccine': dose number**
  Unknown has been added as a new option for vaccine *dose number*

3) Changes only affecting AEFI data entry form

- **Section 'Vaccine'**
  New fields added:
  - Route of administration
  - Site of administration
  - Vaccination session

- **Section 'In case of death'**
  New fields added:
  - Cause of death after autopsy (coded with MedDRA)
  - Cause of death after autopsy (free text)

- **Other changes**
  - The heading *City* has been changed to *Village/Town/Municipality/City* in sections 'Reporter details' and 'Health facility'
  - *Title* has been added to 'Reporter details'
  - Asterisks (*) indicating recommended fields to complete have been removed

4) Excel and PDF data output

- **Excel**
  New fields added:
  - Pregnancy
  - Lactating

- **AEFI excel**
  New fields added:
  - Pregnancy
  - Lactating
  - Marketing Authorization Holder - *WHODrug coded value if available, otherwise the free text value*
  - Route of administration
  - Site of administration
  - Vaccination session
  - Health facility name
  - Health facility city

- **PDF**
  New fields added:
  - Pregnancy
  - Lactating

If you have any questions or comments, please contact vigibase@who-umc.org