

Clinical Effectiveness Group

Guidance

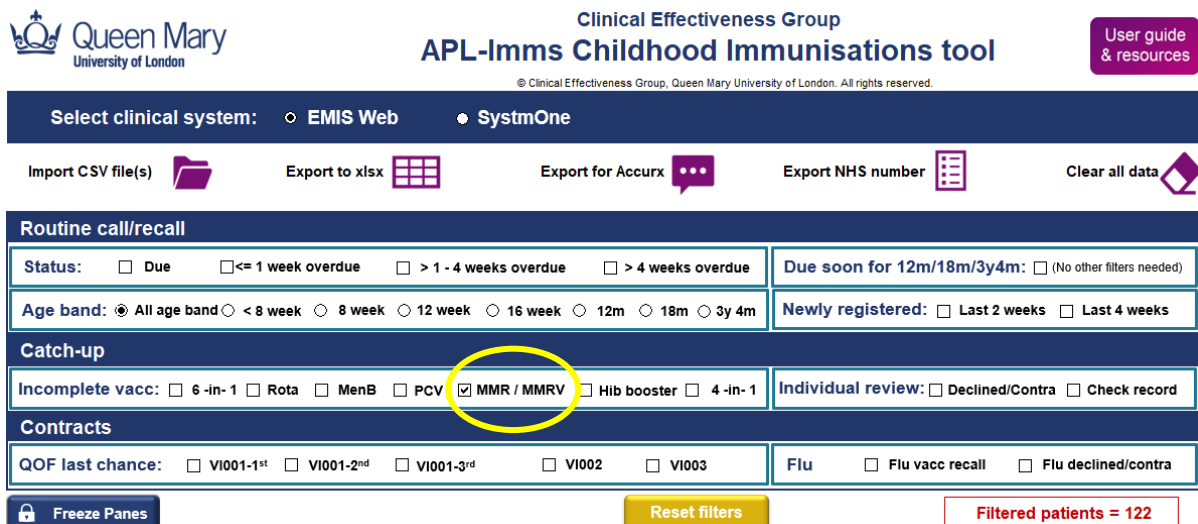
Run your MMR catch-up campaign efficiently using the APL-Imms tool

These steps will help you to call/recall children in four cohorts:

- Zero recorded doses
- Partially vaccinated
- MMR declined/contraindicated
- Check record

Zero doses & partially vaccinated:

1. In the APL-Imms tool, tick 'MMR/MMRV' in the 'Incomplete Vaccination' filters. This will list children with absent or incomplete MMR, whose parents have not declined the MMR or MMRV vaccine.

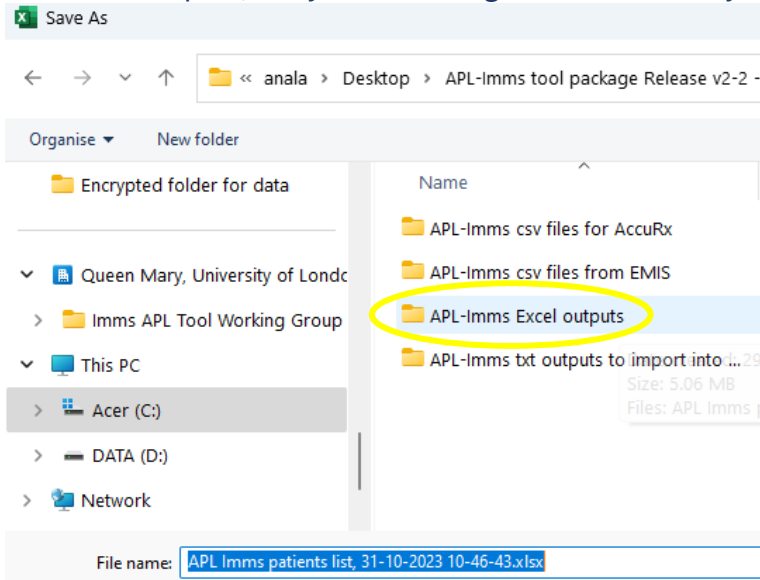


The screenshot shows the APL-Imms Childhood Immunisations tool interface. At the top, there is a header with the Queen Mary University of London logo, the Clinical Effectiveness Group name, and the tool title. Below the header, there are navigation options for 'Select clinical system' (EMIS Web and SystemOne) and several export options (Import CSV file(s), Export to xlsx, Export for Accurx, Export NHS number, Clear all data). The main filter section is divided into three categories: Routine call/recall, Catch-up, and Contracts. In the 'Catch-up' section, the 'MMR / MMRV' checkbox is highlighted with a yellow circle. The 'Filtered patients = 122' indicator is visible at the bottom right.

2. Export the list to an Excel file by clicking the 'Export to xlsx' icon at the top.



- Save this list in the folder provided in the tool download ("APL-Imms Excel outputs") so you can find it later. The tool will automatically name the Excel file with the date and time of export, but you can change the file name if you wish.



You can now either: Close the APL-Imms tool (if you find it confusing to work with two Excel files open) or keep it open so you can use the Patient Info page and its links.

- Find and open the Excel output. It will look something like the screenshot below (please note it is dummy data, not real!). Notice you cannot see the filters or function buttons that the tool has - because this is not the tool, it is just an output for you to work with.

Queen Mary University of London Clinical Effectiveness Group
APL-Imms Childhood Immunisations tool

| Full name | Patient ref no. | Age | Registered date | 6-in-1 | Rota virus | MenB | PCV | MMR / MMRV | Safeguarding | Ethnicity | Next appointment date | Next Appt session holder | Next Appt. reason | Last invite | Last invite date |
|-------------------------------|-----------------|-----|-----------------|--------|------------|------------------------------|--------------|------------------------------|--------------|---|-----------------------|--------------------------|-------------------|---------------------------------|------------------|
| COSTA, Krista Patricia (Miss) | 45321 | 12m | 11-Mar-25 | Done | Done | 3 rd Due | Due | 1 st Due | | White British - ethnic category 2001 census | | | | Child immunisation - first call | 05-May-2025 |
| PALMER, Nathan (Mr) | 78109 | 12m | 15-Mar-25 | Done | Done | 3 rd Due | Due | 1 st Due | | White and Asian - ethnic category 2001 census | | | | | |
| KLINE, Derrick Timothy (Mr) | 15533 | 12m | 29-Mar-25 | Done | Done | 3 rd Due | Due | 1 st Due | | White British - ethnic category 2001 census | | | | | |
| GREGORY, Leslie (Miss) | 89247 | 12m | 01-Mar-25 | Done | Done | 3 rd 1w Overdue | 1w Overdue | 1 st 1w Overdue | | White British - ethnic category 2001 census | | | | | |
| KANE, Dennis (Mr) | 62463 | 12m | 02-Mar-25 | Done | Done | 3 rd 1w Overdue | 1w Overdue | 1 st 1w Overdue | | White British - ethnic category 2001 census | | | | | |
| CARPENTER, Samuel (Mr) | 97087 | 12m | 24-Feb-25 | Done | Done | 3 rd 1w Overdue | 1w Overdue | 1 st 1w Overdue | | White British - ethnic category 2001 census | | | | | |
| DUKE, Victor Robert (Mr) | 57347 | 12m | 11-Mar-25 | Done | Done | 3 rd 1-4w Overdue | 1-4w Overdue | 1 st 1-4w Overdue | | White British - ethnic category 2001 census | | | | | |
| FIELDS, Joseph Brandon (Mr) | 99545 | 12m | 31-Jan-25 | Done | Done | 3 rd 1-4w Overdue | 1-4w Overdue | 1 st 1-4w Overdue | | White British - ethnic category 2001 census | | | | | |
| GONZALEZ, Victoria (Miss) | 84214 | 12m | 03-Feb-25 | Done | Done | 3 rd 1-4w Overdue | 1-4w Overdue | 1 st 1-4w Overdue | | White British - ethnic category 2001 census | | | | | |

- Review your list:

Zero doses

NHS England advises you to prioritise children with zero doses. To get a list of those children, click the little **arrow** under 'MMR' to reveal the filters, then select '**1st due**' and '**1st overdue**' children:

| | MMR / MMRV | Safegu |
|--|---------------------|--------|
| | 1 st Due | |
| | 1 st Due | |

- (Select All)
- 1st 1-4w Overdue
- 1st 1w Overdue
- 1st 4+w Overdue
- 1st Due
- 2nd 1-4w Overdue
- 2nd 1w Overdue
- 2nd 4+w Overdue
- 2nd Due

Use the last four columns in the Excel file to write down notes about the actions taken or give instructions to a colleague:

| These columns are not auto-populated, use as you wish | | | | |
|---|--------------------|--------------|------|----------|
| Recall Status | Number of contacts | Contacted by | Date | Comments |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

Note that these notes will **not** go into the child's medical record.

Partially vaccinated

These are children who should have two doses of MMR but only have one. As with the zero doses cohort, click the little **arrow** under 'MMR' to reveal the filters, but this time select '**2nd due**' and '**2nd overdue**' children:

- (Select All)
- 1st 1-4w Overdue
- 1st 1w Overdue
- 1st 4+w Overdue
- 1st Due
- 2nd 1-4w Overdue
- 2nd 1w Overdue
- 2nd 4+w Overdue
- 2nd Due

MMR declined/contraindicated

- To review the situation of children whose parents have refused the MMR for that child before: Go back to the tool, **reset the filters**, and tick the **'Declined/contra'** filter:

Select clinical system: EMIS Web SystemOne

Import CSV file(s) Export to xlsx Export for Accurus Export NHS number Clear all data

Routine call/recall

Status: Due <= 1 week overdue > 1 - 4 weeks overdue > 4 weeks overdue Due soon for 12m/18m/3y4m: (No other filters needed)

Age band: All age band < 8 week 8 week 12 week 16 week 12m 18m 3y 4m Newly registered: Last 2 weeks Last 4 weeks

Catch-up

Incomplete vacc: 6 -in- 1 Rota MenB PCV MMR / MMRV Hib booster 4 -in- 1 Individual review: Declined/Contra Check record

Contracts

QOF last chance: VI001-1st VI001-2nd VI001-3rd VI002 VI003 Flu Flu vacc recall Flu declined/contra

Freeze Panes Filtered patients = 35

Note, this will give you a list of all the children with any vaccination declined; you cannot add more filters to this in the tool, you need to export to Excel to manipulate it further.

- Click **'Export to xlsx'**. Save the file, locate it, open it. The exported file will look something like this:

| Full name | Age | Registered date | 6-in-1 | Rotavirus | MenB | PCV | MMR / MMRV | Last invite | Last invite date | Most recent reasons for non vaccination | Most recent reasons for non vaccination date |
|--------------------------------|-------|-----------------|-----------------------------|-----------------|-----------------------------|-----------------|-----------------------------|---|------------------|--|--|
| MORGAN, Michael Stephen (Mr) | 7m | 31-Aug-25 | Declined/Contra | Too old | Declined/Contra | Declined/Contra | | | | | |
| BULLOCK, Kayla (Miss) | 8m | 21-Jun-25 | Declined/Contra | Declined/Contra | Declined/Contra | Declined/Contra | | | | Doesn't trust vaccines, believes in natural immunity | 02-Oct-2025 |
| RIVAS, Micheal Brett (Mr) | 8m | 23-Jul-25 | Declined/Contra | Declined/Contra | Declined/Contra | Declined/Contra | | | | Concern about autism | 10-Aug-2025 |
| BALLARD, Casey Nicholas (Mr) | 14m | 18-Dec-24 | 1 st 4+w Overdue | Declined/Contra | 2 nd 4+w Overdue | 4+w Overdue | 1 st 4+w Overdue | | | | |
| MITCHELL, Kevin Stephen (Mr) | 15m | 08-Dec-24 | 3 rd 4+w Overdue | Declined/Contra | 3 rd 4+w Overdue | 4+w Overdue | 1 st 4+w Overdue | Immunisation invitation - not reached | 29-Mar-2025 | | |
| HOLLOWAY, Kristy (Miss) | 17m | 14-Sep-24 | Done | Done | Declined/Contra | Declined/Contra | Declined/Contra | | | Concern about autism | 15-Sep-2025 |
| FLORES, Kathleen (Miss) | 18m | 03-Sep-24 | Done | Done | Declined/Contra | Declined/Contra | Declined/Contra | | | Concern about autism | 24-Aug-2025 |
| JONES, Brian (Mr) | 21m | 16-May-24 | Declined/Contra | Declined/Contra | Declined/Contra | Declined/Contra | 1 st 4+w Overdue | Immunisation invitation - not reached | 05-Sep-2025 | | 17-May-2025 |
| BECK, David Chris (Mr) | 2y 4m | 17-Nov-23 | Done | Done | Too old | Done | Done | Child immunisation invitation first short message service | 26-Oct-2024 | Worried about side effects | 28-Oct-2024 |
| RIVERA, Donald (Mr) | 2y 6m | 03-Sep-23 | 1 st 4+w Overdue | Declined/Contra | Too old | Too old | Declined/Contra | | | Child is unwell, will come back at a later date | 03-Aug-2024 |
| HERNANDEZ, Jennifer Sarah (Ms) | 2y 8m | 13-Aug-23 | 1 st 4+w Overdue | Declined/Contra | Too old | Too old | 1 st 4+w Overdue | Child immunisation invitation first SMS text message | 09-Aug-2024 | Does not want to give a reason | 21-Dec-2023 |

- In the exported file, click the little **arrow** under 'MMR' to reveal the filters. Untick everything except the **'Declined/contra'** MMR filter:

(Select All)

1st 4+w Overdue

2nd 4+w Overdue

Check record

Declined/Contra

Done



(Blanks)

This will give you a shorter list of children whose parents have specifically declined the MMR vaccine.

- Check their records and decide whether sufficient time has passed for them to reconsider their decision, or whether it is clear their decision was final. If you used the CEG template correctly, you will be able to see the reason they declined within this file:

'Check record'

| Routine call/recall | |
|---|--|
| Status: <input type="checkbox"/> Due <input type="checkbox"/> <= 1 week overdue <input type="checkbox"/> > 1 - 4 weeks overdue <input type="checkbox"/> > 4 weeks overdue | Due soon for 12m/18m/3y4m: <input type="checkbox"/> (No other filters needed) |
| Age band: <input checked="" type="radio"/> All age band <input type="radio"/> < 8 week <input type="radio"/> 8 week <input type="radio"/> 12 week <input type="radio"/> 16 week <input type="radio"/> 12m <input type="radio"/> 18m <input type="radio"/> 3y 4m | Newly registered: <input type="checkbox"/> Last 2 weeks <input type="checkbox"/> Last 4 weeks |
| Catch-up | |
| Incomplete vacc: <input type="checkbox"/> 6 -in- 1 <input type="checkbox"/> Rota <input type="checkbox"/> MenB <input type="checkbox"/> PCV <input type="checkbox"/> MMR / MMRV <input type="checkbox"/> Hib booster <input type="checkbox"/> 4 -in- 1 | Individual review: <input type="checkbox"/> Declined/Contra <input checked="" type="checkbox"/> Check record |
| Contracts | |
| QOF last chance: <input type="checkbox"/> VI001-1 st <input type="checkbox"/> VI001-2 nd <input type="checkbox"/> VI001-3 rd <input type="checkbox"/> VI002 <input type="checkbox"/> VI003 | Flu <input type="checkbox"/> Flu vacc recall <input type="checkbox"/> Flu declined/contra |

  Filtered patients = 3

Check those patient records in your clinical system. It's likely that they have a 2nd MMR booster recorded but no 1st MMR. Hopefully their full medical record (free text in consultation, attachments) will give you an indication of whether they had the first one or not, and therefore whether they need to be called in. Remember that a child from the age of 3 years and 4 months is only fully vaccinated when they have two doses of MMR, administered on or after their first birthday, and separated by a minimum gap of four weeks.

Another possibility is that a previous practice clinical system coded the three components of the MMR vaccine separately, in which case you need to add the single MMR code to their record (use the CEG template to do this).

More information

- Full APL-Imms user guides are available on the [CEG website](#).
- NHS England: [messaging best practice](#), writing [NHS messages](#)
- University of Oxford: [FAQs about vaccines](#)