



CT WiZ Non-Compliance Report

January 2026 v1.0

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What is the CT WiZ Non-Compliance Report?

State Law:

- **All vaccines must be electronically reported to CT WiZ within 48 hours of administration**, as required by [state law](#).
- Reporting to CT WiZ is essential for helping providers manage their vaccine inventory, access records and utilize query and response to populate electronic health records (EHRs), use clinical decision support, improve vaccination rates, and help their patients access timely, accurate, complete, and consolidated immunization records from the Public Portal.

CT WiZ Non-Compliance Report:

- This report monitors compliance of this reporting requirement **by identifying clinics or facilities that are connected to CT WiZ but have not reported or entered immunization data within the required time period.**
- If a clinic or facility has not submitted data during the specified timeframe, CT WiZ sends an **email notification** asking the clinic or facility to **review their reporting activity** and **take corrective action.**
- A task is automatically created in CT WiZ; the **clinic or facility must respond to this task in CT WiZ** by explaining why their immunizations were not reported. The task response is required **within one week.**

Non-Compliance Report Process

How It Works



Who Can Access the Non-Compliance Report?

Below are the CT WiZ [user access](#) roles who can access this Non-Compliance Report:

- **CVP clinics/facilities** (CVP = has a PIN and receives vaccines from the State.)
 - Primary Vaccine Coordinator (Inventory/Ordering)
 - Backup Vaccine Coordinator (Inventory/Ordering)
 - Clinic Access (Patient Management/Reports)
 - DQA Provider Lead
 - DQA Interface (Reports)

- **Non-CVP clinics/facilities** (Private Inventory = does not receive vaccines from the State)
 - Private Inventory Main Contact (non-CVP)
 - Clinic Access (Patient Management/Reports)
 - DQA Provider Lead
 - DQA Interface (Reports)

If the user has a different user access type and would like to access the report and task module, please submit a [helpdesk](#) ticket (select Immunization (CT WiZ) – CT WiZ Login (Username or Password Issues) – Existing CT WiZ user (Username or Password Issues)) and include the note with your justification of why you need this access.

Who Will Be Notified?

Each month, on the first business day of the week, assigned contacts will receive an email from NOREPLY-CTWIZ_TASKS@IISREGISTRY.NET notifying them that the CT WiZ Non-Compliance Report containing the results of the clinics or facilities who are not submitted or entered immunization data within the required time period.

- ❖ **Standalone report (Report generated at the clinic level)** This means the report contains data only for a single clinic/location. The following contact types will be notified.
 - **CVP clinics-facilities (CVP = has a PIN and receive vaccines from the State)**
 - Primary Vaccine Coordinator (Inventory/Ordering)
 - Backup Vaccine Coordinator (Inventory/Ordering)
 - DQA Provider Lead (Point of contact at the provider organization)
 - DQA Interface (Reports) (Point of contact at the provider organization)
 - **Non-CVP clinics-facilities (Private Inventory = does not receive vaccines from the State)**
 - Private Inventory Main Contact (non-CVP) *if the report is generated by clinic-facility level*
 - DQA Provider Lead (Point of contact at the provider organization)
 - DQA Interface (Reports) (Point of contact at the provider organization)

- ❖ **By provider organization (Report generated at the provider level)** This means the report contains combined data for all clinics/locations under a single provider or organization. The following contact types will be notified.
 - DQA Provider Lead (Point of contact at the provider organization)
 - DQA Interface (Reports) (Point of contact at the provider organization)

Email Notifications

Each month, on the first business day of the week you will receive a “no-reply” email notification from this **No-Reply email**:

From: NOREPLY-CTWIZ_TASKS@IISREGISTRY.NET

Subject: *#report_month_year# CT WiZ Clinic Vaccination Reporting Gap Alert, ex. February-2026 - LORETTA'S CLINIC - CT WiZ Clinic Vaccination Reporting Gap Alert*

This is an automatically generated email from the Connecticut Department of Public Health (DPH) CT WiZ.

- Make sure to validate and mark this no-reply email as trusted so it does not end up in your spam email folder.
- Do not reply to this email as it does not accept email replies and it is not a monitored email.

If you have additional questions:

- Please submit a [helpdesk ticket](#), or email DPH.Immunizations@ct.gov, or visit [Contact Us](#) for more information.

Note: If you do not receive these email notifications as expected, please check your personal notification settings within the email client or service you're using, and try troubleshooting email rules, spam folders, or firewall restrictions. If these steps do not enable you to receive these email notifications, please contact your IT department to investigate potential organizational policies or server-side issues.

From: NOREPLY-CTWIZ_TASKS@IISREGISTRY.NET <NOREPLY-CTWIZ_TASKS@IISREGISTRY.NET>

Sent: Thursday, January 1, 2026 10:01 AM

To: test@test.com

Cc: Lyn, Omar <Omar.Lyn@ct.gov>; Arias, Alejandra <Alejandra.Arias@ct.gov>; Rivera, Loretta <Loretta.Rivera@ct.gov>; Sharova, Nancy <Nancy.Sharova@ct.gov>; Koganti, Sri P <Sri.Koganti@ct.gov>; Pajjuri, Kiranmai <Kiranmai.Pajjuri@ct.gov>; Inbamani, Mahimadevi <Mahimadevi.Inbamani@ct.gov>

Subject: December-2025 - LORETTA'S CLINIC - CT WIZ Clinic Vaccination Reporting Gap Alert

Hello LORETTA MAYO,

LORETTA'S CLINIC

Task ID: 164

Due Date: 01/27/2026

Month Data: December-2025

The following clinics have not reported vaccines administered for more than a month (or for more than six months for School-Based Health Centers). As a reminder, providers must electronically report all vaccinations administered to CT WIZ within 48 hours of administration as required by state law.

Please review the verifications below:

1. Check with your EHR vendor to ensure your interface with CT WIZ is reporting all vaccinations administered (including publicly-supplied and privately-purchased vaccines for all ages.)
2. Check your interface is working and sending all the administered vaccines to CT WIZ correctly.
3. Check the 'Max Given Date' sent matches the maximum administration date of your EHR system.

Note: If your clinic is no longer administering vaccines, please reply to notify the administrator to deactivate your clinic from the CT WIZ system. Query only (QR) is not permitted for providers. To continue using 'Query and Response', you must be a vaccinating provider and use bi-directional reporting to CT WIZ.

[View Facilities Not Reporting Information](#)

The link above will take you to CT WIZ, where you can enter the reason for your clinic's reporting gap and indicate when reporting will resume. **Please resolve your task with your clinic's non-compliance reason within 7 days of receiving this notice.**

For instructions to resolve your task please click here.

Thank you,
Department of Public Health
Immunization Program

Accessing the Non-Compliance Report in CT WiZ

The report can be accessed in two ways:

1. From Email Notification:

- Click the link in your email to access your task in CT WiZ.
- Click on [View Facilities Not Reporting Information](#), and it will display the task containing the report link to see all the clinic(s) who are not in compliance with reporting to CT WiZ.

From: NOREPLY-CTWIZ_TASKS@HHSREGISTRY.NET <NOREPLY-CTWIZ_TASKS@HHSREGISTRY.NET>
Sent: Thursday, January 1, 2026 10:01 AM
To: test@test.com
Cc: Lyn, Omar <Omar.Lyn@ct.gov>; Arias, Alejandra <Alejandra.Arias@ct.gov>; Rivera, Loretta <Loretta.Rivera@ct.gov>; Sharova, Nancy <Nancy.Sharova@ct.gov>; Koganti, Sri P <Sri.Koganti@ct.gov>; Pajjuri, Kiranmai <Kiranmai.Pajjuri@ct.gov>; Inbamani, Mahimadevi <Mahimadevi.Inbamani@ct.gov>
Subject: December-2025 - LORETTA'S CLINIC - CT WiZ Clinic Vaccination Reporting Gap Alert

Hello LORETTA MAYO,

LORETTA'S CLINIC

Task ID: 164

Due Date: 01/27/2026

Month Data: December-2025

The following clinics have not reported vaccines administered for more than a month (or for more than six months for School-Based Health Centers). As a reminder, providers must electronically report all vaccinations administered to CT WiZ within 48 hours of administration as required by state law.

Please review the verifications below:

1. Check with your EHR vendor to ensure your interface with CT WiZ is reporting all vaccinations administered (including publicly-supplied and privately-purchased vaccines for all ages.)
2. Check your interface is working and sending all the administered vaccines to CT WiZ correctly.
3. Check the 'Max Given Date' sent matches the maximum administration date of your EHR system.

Note: If your clinic is no longer administering vaccines, please reply to notify the administrator to deactivate your clinic from the CT WiZ system. Query only (QR) is not permitted for providers. To continue using 'Query and Response', you must be a vaccinating provider and use bi-directional reporting to CT WiZ.

[View Facilities Not Reporting Information](#)

The link above will take you to CT WiZ, where you can enter the reason for your clinic's reporting gap and indicate when reporting will resume. **Please resolve your task with your clinic's non-compliance reason within 7 days of receiving this notice.**

For instructions to resolve your task please click here.

Thank you,
Department of Public Health
Immunization Program

Accessing the Non-Compliance Report in CT WiZ – continued

2. From Task Notification:

- After logging into CT WiZ, you can **access the Task Module** directly from the main screen. All tasks and notifications sent to your clinic/facility are displayed, sorted from the most recent to the oldest.
- To learn more about how the Task Module functions, click [Task Module Guide](#).

My Tasks

Search Criteria

Task ID:

Priority:

Task Status:

Available Items:

Selected Items:

Due Date Range: Start Date: End Date:

Note: Hold the Ctrl key to select or deselect multiple items.

Search

Task ID	Task Status	Due Date	Priority	Subject	Created Date	Icons	Audit	Action
---------	-------------	----------	----------	---------	--------------	-------	-------	--------

Task ID	Provider Name	Clinic Name	Task Status	Due Date	Priority	Subject	Created Date	Icons	Audit	Action
150	HL7 UNIT TEST PROVIDER		OPEN	01/27/2026	MEDIUM	DECEMBER-2025 - HL7 UNIT TEST PROVIDER - CT WIZ CLINIC VACCINATION REPORTING GAP ALERT	01/20/2026			<input type="button" value="View"/>

Viewing the Non-Compliance Report in CT WiZ

Once you are in the Tasks Module: **click on *View* on the task you want to review.**
Go to the link labeled ***View Facilities Not Reporting Information*** and click on it.

Task Detail ? Cancel Update

Task Information - ARIAS, MILENA

Task ID 154	Recipient Task Status IN PROGRESS	Priority MEDIUM
Assigned To ARIAS, MILENA	Due Date 01/27/2025	Email Sent
	Provider LIAT TESTING	

Subject
December-2025 - FAIR HAVEN COMMUNITY HEALTH CARE - CT WiZ Clinic Vaccination Reporting Gap Alert

Message

Due Date: 01/27/2025
Month Data: December-2025

The following clinics have not reported vaccines administered for more than a month (or for more than six months for School-Based Health Centers). As a reminder, providers must electronically report all vaccinations administered to CT WiZ within 48 hours of administration as required by state law.

Please review the verifications below:

1. Check with your EHR vendor to ensure your interface with CT WiZ is reporting all vaccinations administered (including publicly-supplied and privately-purchased vaccines for all ages.)
2. Check your interface is working and sending all the administered vaccines to CT WiZ correctly.
3. Check the 'Max. Given Date' sent matches the maximum administration date of your EHR system.

Note: If your clinic is no longer administering vaccines, please reply to notify the administrator to deactivate your clinic from the CT WiZ system. Query only (QR) is not permitted for providers. To continue using 'Query and Response', you must be a vaccinating provider and use bi-directional reporting to CT WiZ.

[View Facilities Not Reporting Information](#)

The link above will take you to CT WiZ, where you can enter the reason for your clinic's reporting gap and indicate when reporting will resume. **Please resolve your task with your clinic's non-compliance reason within 7 days of receiving this notice.**


For instructions to resolve your task please click here.

Attachments
NO ATTACHMENTS FOUND

Completing the *Clinics Not Reporting Immunizations* Screen

Step-by-Step Instructions


1. Select a Non-Compliance Reason

 In the **Non-Compliance Reason** drop-down menu, select the option that best explains why immunization data was not reported.

2. Enter Comments (If Applicable)

 In the **Comments** field, enter any additional details or explanations related to the selected non-compliance reason.


3. Apply the Same Information to All Clinics (Optional)

 If the same **Non-Compliance Reason** and **Comments** apply to all clinics listed:

Select the reason and Click **Apply To All Clinics**

This will populate the information for every clinic on the list.

4. Review or Update Individual Clinics (If Needed)

 If different clinics require different responses:


Click the **plus (+)** icon next to the clinic name.

Review or update the **Non-Compliance Reason** and **Comments** for that specific clinic.

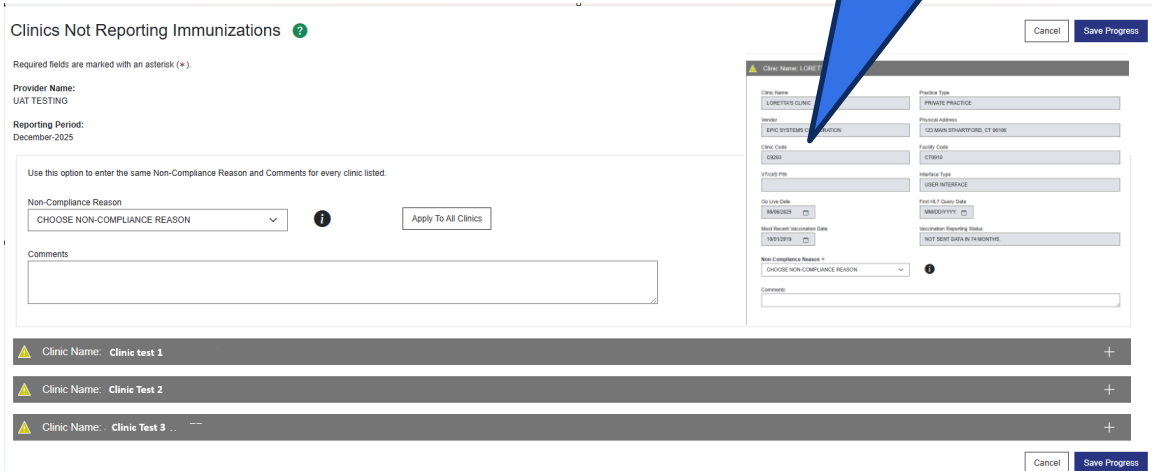
5. Save Your Work

 Click **Save Progress** to save your entries.

6. Cancel

 Click **Cancel** to return to the task.

This view shows non-compliance details for one clinic at a time. Updates made here apply only to the selected clinic.



Completing and Closing the Non-Compliance Task

1. Identify Completed Clinics

After selecting a **Non-Compliance Reason** and clicking **Save Progress**. Clinics that have been resolved will display a **green checkmark (✓)** next to the clinic name.

The green checkmark indicates the clinic has a documented non-compliance reason.

✓ Clinic Name: LORETTA'S CLINIC

2. Save Your Changes

Once all required information has been entered:
Click **Save Progress**.

3. Return to the Task Screen

After all clinics have been completed and changes are saved:
Click **Cancel** to return to the **Task** screen.

If the task is completed go to Recipient Task Status and select **CLOSED** and click on Update.

Task Detail Cancel Update

Task Information - ARIAS, MILENA

Task ID	154	Recipient Task Status	CLOSED	Priority	MEDIUM
Assigned To	ARIAS, MILENA	Due Date	01/27/2025	Email	
		Provider	UAT TESTING		

Subject
December-2025 - FAIR HAVEN COMMUNITY HEALTH CARE - CT WIZ Clinic Vaccination Reporting Gap Alert

Message

Hello MILENAARIAS,

FAIR HAVEN COMMUNITY HEALTH CARE

Task ID: 154
Due Date: 01/27/2025
Month Date: December-2025

The following clinics have not reported vaccines administered for more than a month (or for more than six months for School-Based Health Centers). As a reminder, providers must electronically report all vaccinations administered to CT WIZ within 48 hours of administration as required by state law.

Please review the verifications below:

1. Check with your EHR vendor to ensure your interface with CT WIZ is reporting all administered vaccines (including publicly-supplied and privately-purchased vaccines for all ages.)
2. Check your interface is working and sending all the administered vaccines to CT WIZ correctly.
3. Check the 'Max Given Date' sent matches the maximum administration date of your EHR system.

Note: If your clinic is no longer administering vaccines, please reply to notify the administrator to deactivate your clinic from the CT WIZ system. Query only (QR) is not permitted for providers. To continue using 'Query and Response', you must be a vaccinating provider and use bi-directional reporting to CT WIZ.

Attachments
NO ATTACHMENTS FOUND


Discussion

Note 1

Non-Compliance Reason – Quick Reference Table

Non-Compliance Reason	When to Select This Option
HL7 Interface Issue	Select when technical issues with the HL7 interface prevented immunization data from being sent to CT WiZ.
System Downtime	Select when the EHR system or CT WiZ was unavailable due to scheduled or unscheduled downtime.
Vendor / Software Change	Select when an EHR vendor change, system upgrade, or new software implementation disrupted reporting.
Data Entry Delay	Select when immunization data was recorded but not submitted within the required timeframe.
Low / No Volume	Select when few or no immunizations were administered during the reporting period.
Seasonal Only	Select when the clinic provides immunizations only during certain seasons and had no activity during this period.
Temporarily Closed	Select when the clinic was temporarily closed during the reporting period.
Location Permanently Closed	Select when the clinic location has permanently closed and will no longer provide immunization services.
Other (Specify)	Select only if none of the above options apply. A clear explanation is required in the Comments field. (ex. staff training needed for data entry or new staff.)

How To Get Help

- Visit the [CT WiZ Training webpage](#) for numerous trainings.
- Click on the  icon located at the top of the CT WiZ pages to get a description of the screens.
- Click on the [Learn More](#) on top of some pages in CT WiZ to see short "How To" videos.
- Submit a help desk ticket at: <https://dph-cthelpdesk.ct.gov/>

Value	Select
What system do you need assistance with?	Immunizations (CT WiZ)
Select category	Clinic Administration
Select the topic	CT WiZ DQA Report Questions/Issues