Service Utilisation Data/MHN Clinical Event Export

This export includes the service utilisation data and the clinical event data

Export due date	For quarter
1st January	October to December
1st April	January to march
1st July	April to June
1st October	July to September

These instructions are for Houston VIP

(Note: This extract can take a considerable length of time and computer resource.
It may be advisable to run this at the end of the day when it can be left to run unattended)

- Go to **File | PHO Import/Export | Export | Data Transfer Export**
- Change the service date range for the last quarter (see the table for the quarter)
- Change the immunisation date range to include the last 3 years
- Select **All Practitioners**
- Select **All Funder Types**
- Press **Run**

Ensure export date range is for the last quarter (see table at the top of this page)

Ensure export date range is for the last 3 years