

California's Vaccine for Children Program 2016-2017 Flu Order Confirmation Quick Guide

VFC's Flu Order Confirmation system will be available to VFC providers through wy VFCVACCINES from August 2, 2016 to August 12, 2016.

ORDER SUBMISSION

The Flu Order Confirmation is available at my VFC VACCINES. Once logged in, providers will see the Flu ordering icon; follow- on-screen instructions to confirm allocations.

Key steps for confirming you 2016-2017 flu allocations:

- If your practice has any expired flu doses from this past flu season, remove them from your refrigerator and submit an online Return/Transfer form <u>before</u> confirming your allocations.
- Allocated doses are based on 1) the total number of doses shipped in the preceding season, and 2) vaccine supply pre-booked for distribution to California VFC Providers.
- Allocated doses will be displayed by brand and by age group.
 Providers may reduce the number of doses requested per brand, considering any unused doses remaining from the prior season.
- Providers have 10 days to confirm their allocated doses. Confirmed allocations will be reviewed and approved. Unconfirmed doses will be released into supplemental ordering vaccine supply.

INFLUENZA VACCINE ACCOUNTABILITY

- VFC vaccine doses, including flu, can only be administered to VFCeligible patients 18 years of age and younger. Doses administered must be documented using a vaccine administration log, immunization registry, or similar system.
- Doses administered must be reported to the VFC program with each supplemental influenza vaccine order.
- A sample of VFC's <u>Vaccine Usage log</u> will be included in your clinic's first flu vaccine shipment and can be downloaded from EZIZ.org.
- VFC Vaccine cannot be administered to privately-insured patients or adult patients 19 years of age and older under any circumstance.
 Doing so may constitute fraud or abuse of VFC supplied vaccines. For the same reasons, borrowing between vaccine supplies is not allowed.

TIPS FOR SUCCESSFUL FLU VACCINATION THIS SEASON

Discuss and outline key strategies to achieve high influenza vaccination coverage rates of your patients and decrease missed opportunities for vaccination. This may include:

- reminding patients to come in for their annual influenza vaccination
- expanding hours for influenza vaccination and allowing influenza vaccine-only visits
- discussing mechanisms to track patients that will be due to return to the practice for a second dose

PRIOR to confirming your flu allocation, consider:

The number of flu doses you'll need during the ordering period, basing this off any planned reminder/recall influenza vaccination outreach efforts, and the age of scheduled patients—Some children will need a second dose for full protection.

Make sure you can store all the doses you requested. Orders cannot be canceled once sent for fulfillment.

Flu vaccine orders are processed as VFC receives inventory and orders are sent to the VFC Program's National Vaccine distributor for fulfillment. An e-mail notification is sent to the practice's vaccine coordinator and back-up coordinator upon processing of the order.

Successful and timely delivery of your shipment depends on your delivery information listed on your "MyVFCVaccines" account. Keep these updated at all times, but most importantly right as you place a vaccine order. Verify hours are reflective of clinic open hours for the following couple of weeks after order submission.

If doses allocated initially were not enough, contact the VFC Program Customer Service line to have your allocation reviewed and increased.

You will need to report vaccine doses administered to-date as part of supplemental ordering.

