



IMPORTANT MESSAGE

California Department of Public Health
Immunization Branch
Vaccines for Children (VFC) Program
850 Marina Bay Parkway
Richmond, CA 94804

Toll Free Phone:
877-2GET-VFC (877-243-8832)

Toll Free Fax:
877-FAXX-VFC (877-329-9832)

February 16, 2018

2018 VFC Recertification Reminder & Helpful Tips

Dear VFC Provider,

Recertification is Due March 2, 2018!

- This is an important reminder that 2018 VFC Recertification is due on **Friday, March 2, 2018**. All VFC Providers must complete the recertification process in order to continue participation in the VFC Program and receive publicly-funded vaccines. If you have already submitted your 2018 Recertification, thank you and please disregard this message.
- If your practice has not yet completed this process, login to your [MyVFCvaccines](#) account and click the Submit Recertification button to begin.
- Key practice staff must complete all required EZIZ lessons before you can access the online recertification form.
- Details on the 2018 Recertification process can be found in the [January 31, 2018 VFC Program Letter](#).

Helpful Tips for Submitting your 2018 Recertification:

- EZIZ Lesson issues? If your practice encounters technical issues with any of the lessons, such as not being able to progress into the lesson after the pre-lesson check or you experience a blank page in the pre- or post-lesson checks:
 - Try a different browser, such as the most recent versions of Internet Explorer, Mozilla Firefox or Google Chrome.
 - Ensure that you have the most up to date Adobe Flash Player properly installed in your computer. Click the link in your EZIZ training learning history page to [check your Flash Player](#). Work with your IT department to enable Flash if your organization's IT system blocks Flash Player.
- Complete the [Recertification Worksheet](#) in advance. This can save time once you login to complete your practice's online recertification form.
- Check the [Recertification FAQs](#) for additional helpful information to complete the recertification process.

2018 VFC Recertification Reminder & Helpful Tips

February 16, 2018

Page 2 of 2

- Have updates to your Key Practice Staff? You can update this information in the online recertification form.
 - If you have already submitted your 2018 Recertification and need to make changes, use the Update Practice Information link on the provider main page in your [MyVFCvaccines](#) account.
 - For changes to the Provider or Record or Designee after your 2018 Recertification has been submitted, a signed [Key Practice Staff Change Request Form](#) must be submitted to the VFC Program.
 - For corrections to medical licenses, please contact the VFC Customer Service Center at 1-877-243-8832 for assistance.

Upcoming VFC Customer Service Center Closure:

- The VFC Program Customer Service Center will be closed for the Presidents' Day Holiday on **Monday, February 19, 2018.**
- Vaccine orders can still be submitted online during call center closures. Normal business hours will resume after the Holiday.

Are you not receiving VFC's emailed program letters and communications?

Visit our website at www.eziz.org and log into MyVFCvaccines to check your email address. Also be sure to check your spam/junk folder