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TO: California Vaccines for Children (VFC) Program Providers

FROM: Maria Volk, M.P.A., Interim Chief *Maria E. Volk*  
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SUBJECT: 2015 Vaccines for Children (VFC) Recertification

The Immunization Branch would like to thank you for your participation in the VFC Program. The year 2014 marked the 20<sup>th</sup> Anniversary of the implementation of the VFC Program nationwide. Using information on immunization coverage from the National Immunization Survey (NIS) and previously published cost-benefit models, the Centers for Disease Control and Prevention (CDC) estimated that vaccinations during 1994-2013 will prevent 322 million illnesses, 21 million hospitalizations, and 732,000 deaths over the course of patients' lifetimes, at a net savings of \$295 billion in direct costs and \$1.38 trillion in total societal costs<sup>1</sup>. With participation from VFC Providers in ensuring that eligible children are vaccinated and vaccines are stored properly to maintain efficacy, your efforts have been integral in improving the health of California's children. We appreciate your efforts in ensuring that California's children are fully immunized.

### **BACKGROUND**

For continued participation in the VFC Program, all public and private providers must renew participation in order to continue receiving publicly purchased vaccines. This process is also known as "Recertification." Recertification is a federal requirement that must be completed annually by enrolled providers. This means that without a completed 2015 VFC Program Recertification, a practice's active status is changed, and vaccine ordering privileges are suspended.

Through Recertification, renewing providers agree to current Program participation requirements, update key practice information, and provide updated patient estimates of children in the practice who will be receiving immunization services in the coming year. For the VFC Program, Recertification information is used to verify that the enrolled provider (or practice) meets eligibility criteria for continued enrollment; to verify that providers have valid California medical licenses to prescribe and administer vaccines; and to collect an electronic signature acknowledging that the provider agrees with all current Program requirements and has the capacity to order, receive, store, and manage publicly-funded vaccines according to VFC Program requirements.

<sup>1</sup> Benefits from Immunization During the Vaccines for Children Program Era — United States, 1994–2013, Morbidity and Mortality Weekly Report (MMWR), April 25, 2014 / 63(16);352-355

**TIMELINE FOR SUBMISSION OF 2015 VFC PROVIDER RECERTIFICATION**

2015 VFC Recertification is now available on EZIZ. In order to prevent a lapse in enrollment and delay in processing of vaccine requests, providers must complete and submit their practice’s recertification by **February 8<sup>th</sup>, 2015**. Once submitted, recertification will be valid through 2015.

**2015 RECERTIFICATION PROCESS**

**Completion of VFC’s 2015 Educational Requirements**

In order to access and complete 2015 Recertification, every California VFC Provider must complete federal VFC educational requirements for the practice. The training modules are now available on EZIZ.org, [training page](#). Providers cannot recertify until training has been completed by key clinic staff.

VFC’s Educational requirement has been expanded for 2015 in order to ensure that key practice staff is knowledgeable with VFC Program participation requirements. In addition to the practice’s primary Vaccine Coordinator, the Backup Vaccine Coordinator will also be required to complete five educational requirements. Additionally, the Provider of Record and Provider of Record Designee each will be required to complete four educational requirements. Please refer to the table below for a summary of the requirements to be completed by each key clinic staff.

Three of the lessons will take approximately 15-20 minutes to complete. The two modules on “How to Record Refrigerator Temperatures” and “How to Record Freezer Temperatures” are a review and acknowledgement of the new VFC Temperature Logs. Staff will need to set aside some time to complete the lessons and access the Recertification forms.

Table 1: Summary of VFC’s 2015 Educational Requirement to be completed by key clinic roles.

Educational Requirement	Key Clinic Staff			
	Vaccine Coordinator	Back-up Vaccine Coordinator	Provider of Record	Provider of Record Designee
VFC Program Requirements Lesson	✓	✓	✓	✓
Storing Vaccines Lesson	✓	✓	✓	✓
How to Record Refrigerator Temperatures <i>(Review and Acknowledgment)</i>	✓	✓	✓	✓
How to Record Freezer Temperatures <i>(Review and Acknowledgment)</i>	✓	✓	✓	✓
Conducting a Vaccine Inventory Lesson	✓	✓	Optional	Optional

### **Accessing Your Practice's VFC Recertification**

VFC's Recertification can be accessed through MyVFCVaccines, by logging-in with the practice's VFC PIN and Zip Code. Detailed instructions and information needed to submit with your practice's recertification are available when you log-in to the online Recertification system, and also outlined in the [2015 Recertification Coming Soon](#) letter dated December 12, 2014.

Please note that access to the practice's VFC Recertification information beyond the Information page requires key practice staff to have completed all of the required VFC educational requirements listed in Table1.

### **Completing and Submitting Your Practice's VFC Recertification**

Most of the information you will need to complete and submit your 2015 VFC Provider Recertification will already be preloaded in the online system for your review, verification, and updating if necessary. This includes your practice's information, including key clinic contacts, estimates of VFC-eligible children to be immunized in the coming year, and healthcare providers in the practice with prescription writing privileges who will be administering vaccines. As you complete your recertification, please keep the following in mind:

- Healthcare provider medical licenses will be validated electronically. VFC providers with unverifiable licenses will be requested to contact the VFC Program with correct information in order to complete the recertification process. You can verify that you have the correct license numbers through the California Department of Consumer Affairs website: <https://www.breeze.ca.gov/datamart/loginCADCA.do;jsessionid=6CAB34DB1E80CDCA5D0ACE1A8331DB20.vo19>.
- Vaccine storage and temperature monitoring equipment information will not be pre-populated. Gathering this information in advance will expedite the submission process. Please refer to the 2015 VFC Recertification Worksheet for guidance.
- Once all required information has been completed and verified, the practice's Provider of Record must review and electronically acknowledge compliance with all items outlined in the 2015 VFC Provider Agreement, and the 2015 Certification of Capacity to Store and Manage Vaccines. These documents are updated to reflect federal participation requirements for 2015, and must be carefully reviewed to ensure compliance with Program requirements.

### **Confirmation of VFC Recertification Submission**

Once the forms are submitted, the system will generate an instant e-mail confirmation of submission to the clinic's Provider of Record. A copy of this confirmation can be accessed on the practice's MyVFCVaccines account.

If you have any questions about the Recertification process, please contact the VFC Program at 1-877-2GET-VFC (1-877-243-8832).

Enclosures:  
2015 VFC Program Participation Requirements At-A-Glance  
2015 VFC Recertification Worksheet