



## California's Vaccine for Children Program 2014-2015 Supplemental Flu Ordering Quick Guide

VFC's Supplemental Ordering will be available to VFC providers through MYVFCVACCINES from October 31, 2014 through the end of the 2014-2015 influenza season (as vaccine supply permits).



VFC providers that are unable to confirm allocated doses by August 7, 2014 and all VFC providers that have already received all of their confirmed doses for a particular formulation but need additional doses for VFC-eligible children may submit a supplemental order. Providers who have not yet received all confirmed doses of a particular product will have ordering disabled for that product (until all doses are received), but may order products that have already shipped in full.

### CURRENT VACCINE SUPPLY (10/31/2014)

VFC has received almost 100% of most flu products pre-booked for this season, with exception of Sanofi Pasteur's 0.25mL Fluzone® Quadrivalent P-Free Pediatric Formulation; only 60% of pre-booked doses have been received. Supplemental ordering for Sanofi's 0.25 Fluzone® will be opened once additional doses are received to complete initial orders.

### ORDER SUBMISSION

Supplemental Ordering can be accessed through [myVFCVACCINES](#). Once logged in, providers will see the Flu ordering icon; follow on-screen instructions to submit an order.

General ordering limitations are built in the supplemental ordering system to ensure:

- VFC has processed and shipped initial orders, as well as any supplemental orders, before providers are allowed to re-order doses.
- Doses have been used prior to ordering additional doses. Once most doses are used, providers can submit additional doses as needed. If a significant number of doses have not been used, a request cannot be submitted.
- More frequent orders are submitted throughout the flu season (rather than one large order). This minimizes vaccine waste at the end of the season, facilitates inventory management (keeping smaller vaccine quantities in refrigerators to prevent overcrowding and ensure refrigerator air flow), and minimizes risk of losing all your flu doses for the season due to a temperature excursion or power failure.

### INFLUENZA VACCINE ACCOUNTABILITY

- VFC vaccine doses, including influenza, may be administered only to VFC-eligible patients 18 years of age and younger; and must be documented using a vaccine administration log, immunization registry, or similar system.

#### **PRIOR to ordering more flu doses, 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. Consider how many doses you have on hand, and then order the doses to complete your need for that ordering period.

**You'll need to report vaccine doses administered to-date** as part of supplemental ordering.

**Orders ship in full, so make sure you can store all the doses** you requested. Orders cannot be canceled once sent for fulfillment.

**Supplemental orders are processed several times per week** and 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** or if you find that the supplemental order limitation is inconsistent with your current VFC patient population, contact the VFC Program Customer Service line to have your allocation reviewed and increased.



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- Doses administered must be reported to the VFC program with each supplemental influenza vaccine order AND will also be required to be reported at the end of the 2014-2015 Flu Season. Allocations for the 2015-2016 Flu Season will factor in doses administered.
- A sample of VFC's [Vaccine Usage log](#) was included in your clinic's first flu vaccine shipment and can be downloaded from EZIZ.org.
- VFC Vaccine may not 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 (i.e., private-purchased flu doses given to VFC patients, or VFC flu doses given to privately-insured patients).

## TIPS FOR A SUCCESSFUL INFLUENZA VACCINATION SEASON

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

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