

Dear Vaccines for Adults (VFA) Provider,

This is to remind you that under VFA program policies, **VFA providers are NOT allowed to charge eligible patients for VFA vaccines**, including the cost of the vaccine(s) and administration fees. Please ensure that this policy is implemented in your clinic and that the following elements are in place:

- **Training:** Front office staff, clinical staff and providers receive proper VFA program-related training. ALL should be aware that vaccines are to be provided to VFA patients at no cost (no charges for VFA vaccine costs or administration fees);
- **Systems:** Your EHR/billing systems have been properly set up for VFA vaccines and VFA administration codes so that **patients do NOT incur any charges** for receiving these vaccines;
- **Materials:** Print the VFA Patient Vaccine poster, and post in a location visible to your patients. The poster is available in [English](#) and [Spanish](#) at [bit.do/VFAresources](http://bit.do/VFAresources), under the “Resources and Job Aids” section, “VFA Guidelines and Promotional Materials” sub-section.

Thank you for your continued efforts to implement the VFA program and ensure that your patients’ immunization needs are met.

Please e-mail [my317vaccines@cdph.ca.gov](mailto:my317vaccines@cdph.ca.gov) with any questions or comments.