

Program Requirements

California Bridge Access Program (BAP)

for uninsured & underinsured adults

Welcome

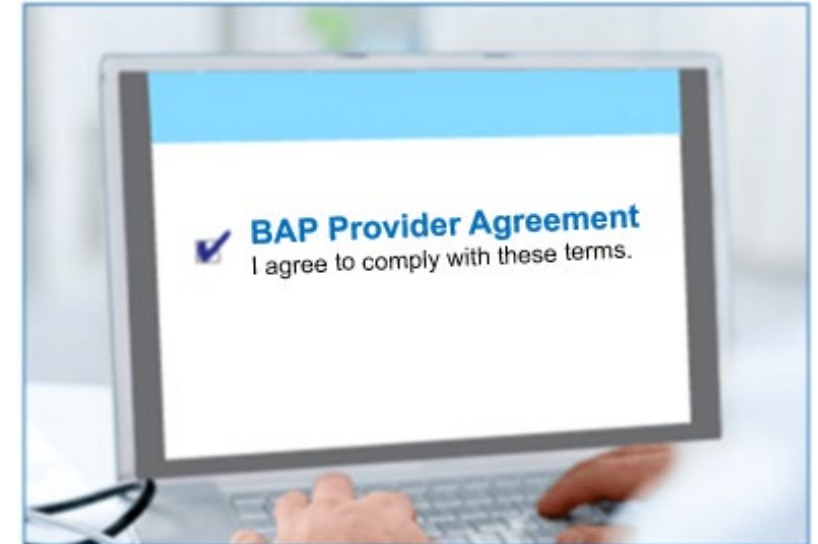
The California Department of Public Health is partnering with local health departments to enroll eligible providers into this temporary program to provide a limited supply of COVID-19 vaccines to uninsured and underinsured adults.

This lesson prepares you to successfully implement the California Bridge Access Program (BAP) in your practice.

By the end of this lesson, you'll be able to

- locate the program requirements,
- identify requirements new to existing COVID-19 providers, and
- bookmark key resources to guide you on the job.


Review Time: about 15 minutes ([there is no audio – click Next](#))



For Existing COVID-19 Providers

Thank you for your continued service.

As COVID-19 vaccines move to the commercial market, California's Bridge Access Program replaces the federal vaccination program. To help smooth the transition, most provider requirements remain the same.

 As you move through this lesson, look for orange stars identifying a few new requirements and job aids to assist you.

Thank you again. We couldn't do this without you.



What You'll Learn

1

**Program
Overview**

2

**Program
Requirements**

3

**Staffing
Key Roles**

Provider Requirements

Program Overview

[Requirements at a Glance](#) overviews the new state program and maps provider requirements to relevant job aids for use on the job.

This document also includes gold stars identifying requirements that will be new for existing COVID-19 providers who signed under the federal agreement.

Requirements at a Glance

This document will be continuously updated as information and new resources become available.


[COVID-19 vaccine product & timing guides](#) and [CDC's Vaccine Product Training](#) will be posted after FDA authorization/CDC recommendation.

Audience: Providers serving uninsured/underinsured adults through public health departments, Federally Qualified Health Centers (FQHCs)/Rural Health Centers, tribal clinics, Indian Health Services sites, and additional providers deemed eligible by LHDs

What You Need to Know: The California Bridge Access Program provides no-cost COVID-19 vaccines to uninsured/underinsured adults (19 years and older) served by enrolled and approved providers. Vaccine supply is limited. Insured patients—including patients covered by Medicare and Medi-Cal—are NOT eligible. Providers must conduct eligibility screening and proper documentation with each administration to ensure vaccines go to eligible adults. Limited supplies of the updated monovalent (XBB subvariant) COVID-19 vaccine will be provided through two components of the state program:

Program Components:

- **Public Health Component:** Coordinated by State Immunization Programs, in collaboration with existing public health infrastructure. CDPH will allocate to each LHD doses of COVID-19 vaccines based on federally provided vaccine purchase funding limits. Doses allocated will support vaccination of uninsured and under-insured populations at local health departments, FQHCs/RHCs, Tribal and IHS clinics, and other safety net providers selected by LHDs for enrollment in the CA Bridge Access Program.
- **Pharmacy component:** Independently coordinated by CDC with 3 contracted pharmacy chains/organizations: CVS, Walgreens, and E-True North (for independent and other pharmacies), who will receive supplies replenished by the COVID-19 Vaccine manufacturers directly; the specific sites receiving vaccine are not yet determined, and enrollment information is still forthcoming. All information in this document addresses the public health component.

Topic	Requirements & Guidance	Resource Links
	What's new for existing COVID-19 providers? California's BAP Provider Participation Agreement replaces the federal COVID-19 Provider Agreement. While most requirements remain the same, look for orange stars identifying new requirements and job aids to assist you.	
Primary Documents	<ul style="list-style-type: none"> • BAP Provider Participation Agreement • BAP Provider Operations Manual • COVID-19 Vaccine Commercialization FAQs 	

Provider Agreement & Key Roles

Program Overview

The BAP [Provider Participation Agreement](#) covers all aspects of COVID-19 immunization. It will be signed and submitted after the practice’s *Organization* (parent company) and *Location* (vaccination site) information has been reviewed by CDPH.



Section A

Organization Vaccine Coordinator role completes **Section A** to enroll the parent company in the program. Section A is DocuSigned by your Chief Medical Officer (or equivalent) and Chief Executive Officer (or chief fiduciary).



Section B

Location Vaccine Coordinator role completes **Section B** for each site covered under the organization. Your Medical or Pharmacy Director DocuSigns Section B and is responsible for the location’s adherence to Provider Agreement terms.

Resources: Refer to the [Enrollment Kit](#) for details.

Bookmark Key Resources

- [Enrollment Kit](#)

Vaccine Products & Presentations

Program Overview

COVID-19 vaccines are now considered routine vaccines and will be referred to as 2023-24 COVID-19 Vaccine moving forward. NCDs listed below are for the updated vaccine products that may be authorized and approved for fall 2023. Providers will be notified when products are authorized and approved.

Manufacturer	Order Intention	NDC	CDC Description
Moderna	Mixed	80777-0102-95	12Y+, SDV, 10-pk
Novavax	Mixed	80631-0105-02	12Y+, MDV5, 2-pk
Pfizer-BioNTech	Mixed	00069-2362-10	12Y+, SDV, 10-pk

Resources: Refer to [Requirements at a Glance](#), Vaccine Products & Presentations, which links to COVID-19 Vaccine Product Guide (to be updated after FDA authorizations).

Bookmark Key Resources

- [Enrollment Kit](#)
- [Requirements at a Glance](#)
- [COVID Vaccine Product Guide](#)



Required Training

Program Requirements

Providers, vaccinators and key practice staff who store, handle, or administer COVID-19 vaccines must complete the required training as a condition of enrollment.



Program Training

Staff completing the [BAP Provider Agreement](#) complete program training in myCAvax before enrollment. Training prepares sites to incorporate requirements into clinic protocols and identifies key resources to assist.



Product Training

All staff who store, handle, or administer COVID-19 vaccines must complete the [required vaccine product training](#)—only for products your location will order—prior to receiving vaccine shipments. Training teaches staff to prepare, administer, store, and handle each vaccine product.

Providers will be notified once CDC releases training for new vaccine products.

Training by Role: See [Requirements at a Glance](#), Required Training.

Bookmark Key Resources

- [Enrollment Kit](#)
- [Requirements at a Glance](#)
- [COVID Vaccine Product Guide](#)

What You'll Learn

1
Program
Overview

2
Program
Requirements

3
Staffing
Key Roles

Site Visits

Program Requirements

Providers agree to periodic site visits. Site visits help ensure compliance with program requirements, including administration, documentation, accountability, and vaccine management.

Site visits are educational opportunities designed to improve compliance, highlight best practices and lessons learned, and reveal challenges for future program improvement efforts.



Items labeled with a key identify critical issues evaluated during compliance visits.

Resources: See [Requirements at a Glance](#), Site Visits.





Eligibility Screening & Documentation

Program Overview



Eligibility screening must be conducted prior to administration to ensure doses only go to eligible adults. Ensure staff, including front office and billing staff, are knowledgeable of BAP eligibility.

COVID-19 vaccines must be administered to any adult 19 years and older who is uninsured or underinsured.*

Insured patients, including patients covered by Medicare and Medi-Cal, are NOT eligible for COVID-19 vaccines provided through BAP.

Administration data (including **eligibility category 317**) must be documented in CAIR.

Resources: See [Requirements at a Glance](#), Eligibility Screening & Documentation.

* For BAP only: “A person who has health insurance, but the insurance does not include any vaccines; a person whose insurance covers only selected vaccines; a person whose insurance does not provide first-dollar coverage for vaccines”

Bookmark Key Resources

- [Requirements at a Glance](#)



How to Screen & Document Eligibility

Program Requirements



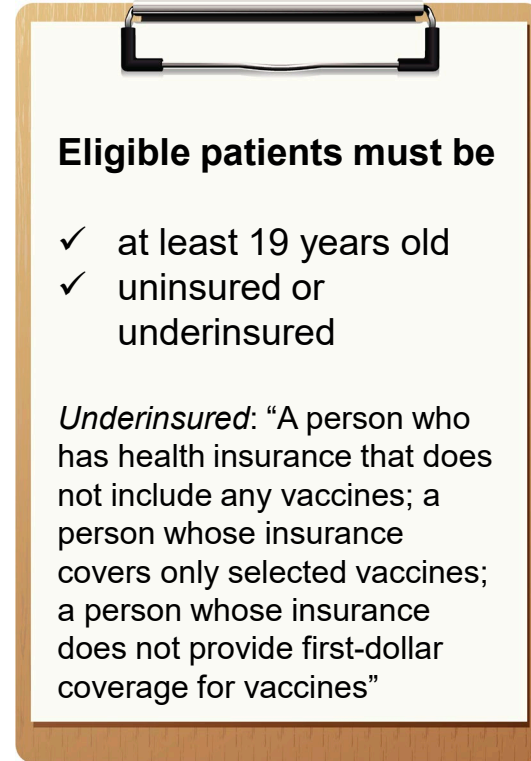
Train staff to screen adult patients for BAP eligibility using [these instructions](#):

1. Screen for BAP Eligibility.

Screening must be conducted prior to administration of any 317-funded vaccine (e.g., Vaccines for Adults and Bridge Access Program).

Eligibility is self-reported; verification of eligibility may be obtained verbally.

Resources: See [317 Eligibility Screening & Documentation Requirements](#).



Eligible patients must be

- ✓ at least 19 years old
- ✓ uninsured or underinsured

Underinsured: “A person who has health insurance that does not include any vaccines; a person whose insurance covers only selected vaccines; a person whose insurance does not provide first-dollar coverage for vaccines”

Bookmark Key Resources

- [Requirements at a Glance](#)
- [317 Eligibility Screening & Documentation Requirements](#)



How to Screen & Document Eligibility (Cont.)

Program Requirements

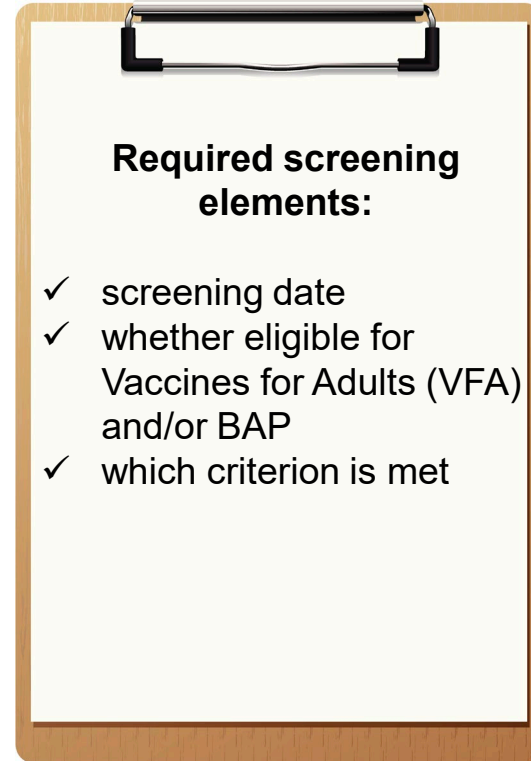
Train staff to screen adult patients for BAP eligibility using [these instructions](#):

2. Document Patient's Eligibility.

Document the required screening elements.

Patients may not qualify for BAP-supplied vaccines based on their insurance status. For example, patients covered by Medicare and Medi-Cal are not eligible.

Resources: See [Eligibility Based on Insurance Status](#).



Bookmark Key Resources

- [Requirements at a Glance](#)
- [317 Eligibility Screening & Documentation Requirements](#)
- [Eligibility Based on Insurance Status](#)



How to Screen & Document Eligibility (Cont.)

Program Requirements

Train staff to screen adult patients for BAP eligibility using [these instructions](#):

3. Use a Compliant Recordkeeping System.

Eligibility screening must be documented in CAIR. Providers may use either

- CAIR & your EHR/EMR (document the required screening elements in your system's notes section) or
- CAIR & the [317 \(VFA & BAP\) Eligibility Screening Record for Adult Patients](#).

Resources: See [Documenting 317 Eligibility in CAIR](#) for instructions.

Bookmark Key Resources

- [Requirements at a Glance](#)
- [317 Eligibility Screening & Documentation Requirements](#)
- [Eligibility Based on Insurance Status](#)
- [317 Eligibility Screening Record for Adult Patients](#)
- [Documenting 317 Eligibility in CAIR](#)

317 (VFA & BAP) Eligibility Screening Record for Adult Patients

At each immunization visit, determine if patients are eligible for COVID-19 vaccines (if participating in the Bridge Access Program) and/or other routinely recommended vaccines through 317 funds (e.g., VFA).

Patient Information

Patient Name (Last, First, MI): _____ Date of Birth: _____

Provider Name: _____

Eligibility Criteria for 317-Funded Vaccines (e.g., VFA and BAP)

✓ **Eligible for VFA and/or BAP (COVID) vaccines if at least 19 years of age and**

- Has no insurance, or
- Is underinsured (public or private health insurance does not cover all vaccines or covers vaccines with a fixed dollar limit which has been reached)

✓ **Eligible for certain VFA vaccines if at least 19 years of age and**

- Has Medicare **Part B**, but **NOT Part D**, patient is eligible for:
 - Hep A
 - Hep B (if considered low risk for Hep B)
 - HPV, MMR, Varicella, and Zoster
 - Td (if no wound exposure) and Tdap
- Has Medicare **Part D**, but **NOT Part B**, patient is eligible for:
 - Hep B, PCV20

Document Patient's Eligibility

Write the screening date and check appropriate status. (Note: verification of responses is not required. Keep this record for at least 3 years and make it available to state or federal officials upon request).

Screening Date	✓ Eligible for VFA and BAP (COVID) (No insurance)	✓ Eligible for VFA and BAP (COVID) (Underinsured)	✓ Eligible for some VFA vaccines (Medicare Part B or Part D only)	✗ Not Eligible for BAP (COVID) (Medicare Part B or Part D only)	✗ Not Eligible for VFA or BAP (COVID) (Both Medicare Part B & D or insurance pays for vaccines*)
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Part B <input type="checkbox"/> Part D	<input type="checkbox"/> Part B <input type="checkbox"/> Part D	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Part B <input type="checkbox"/> Part D	<input type="checkbox"/> Part B <input type="checkbox"/> Part D	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Part B <input type="checkbox"/> Part D	<input type="checkbox"/> Part B <input type="checkbox"/> Part D	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Part B <input type="checkbox"/> Part D	<input type="checkbox"/> Part B <input type="checkbox"/> Part D	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Part B <input type="checkbox"/> Part D	<input type="checkbox"/> Part B <input type="checkbox"/> Part D	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Part B <input type="checkbox"/> Part D	<input type="checkbox"/> Part B <input type="checkbox"/> Part D	<input type="checkbox"/>

*Note: adults enrolled in Medi-Cal or Medi-Cal Managed Care are considered insured.
California Department of Public Health, Immunization Branch IMM-1226 (8/28/23)



How to Screen & Document Eligibility (Cont.)

Program Requirements

Train staff to screen adult patients for BAP eligibility using [these instructions](#):

4. Communicate the Patient's Eligibility.

All staff should be familiar with the [Eligibility Based on Insurance Status](#) table.

Ensure practice protocols are in place so vaccinators know when to use 317-funded versus private vaccines.

Resources: See [Eligibility Based on Insurance Status](#).

Bookmark Key Resources

- [Requirements at a Glance](#)
- [317 Eligibility Screening & Documentation Requirements](#)
- [Eligibility Based on Insurance Status](#)
- [317 Eligibility Screening Record for Adult Patients](#)
- [Documenting 317 Eligibility in CAIR](#)

Eligibility Based on Insurance Status

Bridge Access Program

A limited supply of COVID-19 vaccine will be made available through the Bridge Access Program for uninsured and underinsured adults (19 years and older) to prevent loss of access when vaccines transition to the commercial market. Insured patients—including patients covered by Medicare and Medi-Cal—are **NOT** eligible for the COVID-19 vaccines provided through this program. This temporary program will sunset at the end of 2024.

✓ Eligible for COVID-19 Vaccine through BAP (317 Funds)

Patient health insurance status:

- **Uninsured/No Insurance** (includes those who receive primary care through county safety net programs; these are NOT considered health insurance)
- **Underinsured** (health insurance doesn't cover vaccines, doesn't cover all ACIP-recommended vaccines, or covers vaccines but with a fixed dollar limit/cap)
- **Insurance NOT through Medi-Cal or Medicare** (only eligible for COVID-19 vaccines if **NOT** covered by patient's private insurance plan)¹

✗ Not Eligible for COVID-19 Vaccine through BAP (317 Funds)

Patient health insurance status:

- **Medi-Cal Fee-For-Service/Medi-Cal Managed Care** (bit.ly/CAhealthplans)
- **Medicare Part B (medical benefit) AND Part D (prescription drug benefit)**
- **Medicare Part B Alone**
- **Medicare Part D Alone**
- **Insurance NOT through Medi-Cal or Medicare¹**

1. Fully insured adults whose insurance covers the cost of the vaccine(s) are NOT eligible for COVID-19 vaccine—even if the insurance includes a high deductible or co-pay, the plan's deductible has not been met, or the insurance has cost sharing.

California Department of Public Health, Immunization Branch IMM-1473 (8/23)



Distribute Fact Sheet to Recipients

Program Requirements

Vaccinators must distribute an approved [EUA fact sheet](#) or vaccine information statement (VIS) to each vaccine recipient, adult caregiver accompanying the recipient, or other legal representative—before administering any COVID-19 vaccine.

FDA fact sheets for fall 2023 vaccine products will be updated after authorization.

Resources: See [Requirements at a Glance](#), Fact Sheets for Recipients & Caregivers.

COVID-19 Vaccines Authorized for Emergency Use or FDA-Approved

[Pfizer-BioNTech COVID-19 Vaccine](#)

[Moderna COVID-19 Vaccine](#)

[Novavax COVID-19 Vaccine](#)

*Fact sheets for health care providers and patients included
Report vaccine side effects toll-free at 1-800-822-7967 or [online](#)*

Bookmark Key Resources

- [Requirements at a Glance](#)



Administer per ACIP Recommendations

Program Requirements



COVID-19 vaccines must be administered in compliance with schedules, dosages, and contraindications established by the Advisory Committee on Immunization Practices (ACIP). ACIP provides guidance to CDC; recommendations adopted by CDC are published in the [Morbidity and Mortality Weekly Report \(MMWR\)](#).

As with other routine vaccines, follow the [ACIP Recommended Adult Immunization Schedule](#) (to be updated fall 2023) as well as ongoing guidance in the [interim clinical considerations for use of COVID-19 vaccines](#) authorized and approved.

To minimize administration errors, refer to the [Vaccine Administration Checklist](#) (to be updated after FDA authorizations).

Resources: See [Requirements at a Glance](#), Vaccine Administration per ACIP & FDA.

Bookmark Key Resources

- [Requirements at a Glance](#)



Comply with Manufacturer Fact Sheets

Program Requirements

Providers and vaccinators must comply with all manufacturer guidance summarized in each vaccine’s [EUA Fact Sheets for HCPs](#).



Topics include

- storage and handling;
- dosing and schedules;
- preparation & administration;
- contraindications, warnings & adverse events; and
- other clinical considerations for COVID-19 vaccines.



Resources: See [Requirements at a Glance](#), Fact Sheets for HCPs.

Bookmark Key Resources

- [Requirements at a Glance](#)



Reporting Doses Administered

Program Requirements

By [California law](#), providers are required to report doses administered and [race/ethnicity](#) using My Turn or their EHR connected to CAIR (CAIR2 or RIDE).

Document vaccine administration in your medical record systems within 24 hours of administration and report doses administered (including **eligibility category 317**) to CAIR as soon as practicable and no later than 72 hours.

Resources: See [Requirements at a Glance](#), Reporting Doses Administered.

Bookmark Key Resources

- [Requirements at a Glance](#)



Patient Visit

Program Requirements

Providers must incorporate this checklist into practice protocols:

- [Document eligibility](#): recipient is uninsured or underinsured and 19 years or older.
- Distribute [EUA Fact Sheet for Recipients](#) **BEFORE** administration.
- Prepare/administer vaccines and observe recipient per [EUA Fact Sheet for HCPs](#) and [ACIP Recommended Adult IZ Schedule](#) (to be updated fall 2023).
- Request recipient's **mobile number and email** (see [Health Officer Order](#)).
- Report administration data daily using [My Turn](#) (or EHR/EMR connected to CAIR).
- Report any adverse events to [VAERS](#).
- Complete Vaccination Record Card for all doses.
- Schedule next appointment (if recommended).
- Recommend California's [Digital Vaccination Record](#).

Resources: See [Requirements at a Glance](#), Patient Visit Checklist.

Bookmark Key Resources

- [Requirements at a Glance](#)



Billing & Reimbursement

Program Requirements



As a condition of enrollment in the Bridge Access Program, patients immunized with BAP-supplied vaccines may not be billed for the cost of vaccine nor charged an administration fee.

Ensure systems and protocols are updated so patients are not charged, and vaccine cost is not billed.

Resources: See [Requirements at a Glance](#), Billing & Reimbursement.

Bookmark Key Resources

- [Requirements at a Glance](#)



Patient Recordkeeping

Program Requirements



The patient's recorded BAP 317 eligibility status and all records related to the Bridge Access Program must be retained for three (3) years.

If requested, patient records must be made available to CDPH. Records include, but are not limited to, vaccine administration documentation, billing records, and medical records that verify receipt of vaccine.

Release of patient records will be bound by federal and state privacy laws.

Resources: See [Requirements at a Glance](#), Patient Recordkeeping.

Bookmark Key Resources

- [Requirements at a Glance](#)



Vaccine Storage Units & Data Loggers

Program Requirements

Providers agree to follow CDC’s [Vaccine Storage & Handling Toolkit & Addendum](#).



Use *purpose-built* or *pharmaceutical-grade units* designed for storage of biologics, including vaccines. If not an option, *commercial* or *household standalone units* are acceptable. If necessary, combination units may be used—but frozen vaccines must be stored in a standalone freezer. Never store any vaccine in a dormitory-style or bar-style combined refrigerator/freezer unit.



Storage units must be equipped with a digital data logger; devices with a buffered probe provide more accurate readings. For ultra-cold storage units, device must use an air probe or a probe designed for UL temperatures. Keep a backup device on hand for transports and should primary devices fail. Devices must have a current and valid Certificates of Calibration Testing.

Resources: See [Requirements at a Glance](#), Storage Equipment.

Bookmark Key Resources

- [Vaccine Storage & Handling Toolkit](#)
- [Requirements at a Glance](#)

Vaccine Management Plan

Program Requirements

How will you protect vaccines during a power safety shutoff or encroaching fire?

Developing and implementing vaccine management plan is strongly encouraged. The plan documents how your staff should perform **routine** storage and handling tasks and respond to **vaccine-related emergencies**.


Review and update it annually, or more frequently if changes occur, and include a review date and signature to validate it is current.

Work with your provider to ensure all key practice staff complete the required training and log training completions in your practice's [COVID-19 Vaccine Management Plan](#). Make available during site visits.

Resources: See [Requirements at a Glance](#), Vaccine Management Plan.

Vaccine Management Plan

California COVID-19 Vaccination Program



Maintain a vaccine management plan for routine and emergency situations to protect vaccines and minimize loss due to negligence. The Vaccine Coordinator and Backup are responsible for implementing the plan.

Instructions: Complete this form and make sure key practice staff sign and acknowledge the signature log whenever your plan is revised. Ensure that all content is up to date. Keep the plan near storage units and available for review by CDC or program staff during site visits.

Section 1: Important Contacts

Office/Practice Name		COVID-19 PIN			
Address					
Role	Name	Title	Phone #	Alt Phone #	E-mail
Provider of Record					
Organization Coordinator					
Location Coordinator (Vaccine Coordinator)					
Backup Location Coordinator					
Immunization Champion (optional)					
Receives vaccines					
Stores vaccines					
Handles shipping issues					
Monitors storage unit temperatures					

Emergency & Support Contacts

Service	Name	Phone #	Alt Phone #	E-mail
Provider Call Center		(833) 502-1245		providercallcenter@cdph.ca.gov
Utility Company				
Building Maintenance				
Building Alarm Company				
Refrigerator/Freezer Alarm Company				
Refrigerator/Freezer Repair				
Point of Contact for Vaccine Transport				
Dry Ice Company (if storing Pfizer in thermal shippers)				

California Department of Public Health, Immunization Branch IMM-1362 (8/24/23)



Ordering Vaccine

Program Requirements



Keep this guidance in mind when ordering vaccine:

- Ordering and distribution of COVID-19 vaccines now follow guidelines for routine vaccines; expect vaccines within 15 days after receiving the order-processed notification.
- Providers will be notified of ordering cadence for BAP-supplied vaccines.
- As with other routine vaccines, report total number of doses administered (since the previous order) and doses on hand in myCAvax on each vaccine order.
- Minimum order quantities are carton size.
- No kits are supplied with vaccine.
- Small Orders and Third-Party Redistributor (TPR) will NOT be available for BAP-supplied vaccines.
- Providers will NOT use Marketplace for BAP-supplied vaccines.

Resources: See [Requirements at a Glance](#), Ordering Vaccine.

Bookmark Key Resources

- [Vaccine Storage & Handling Toolkit](#)
- [Requirements at a Glance](#)



Vaccine Management

Program Requirements

Providers must incorporate this checklist into practice protocols:

- Store and handle vaccines in accordance with CDC’s [Vaccine Storage and Handling Toolkit and COVID-19 Addendum](#).
- Record storage unit temperatures **twice daily** on [a temperature log](#).
- Report temperature excursions daily in myCAvax.
- Rotate stock to ensure vaccines soon to expire are used first.
- Monitor and comply with COVID-19 vaccine expiration dates.
- After puncture, use labels or alternate method for marking use-by date/time.
- Remove spoiled, expired, and deauthorized vaccine IMMEDIATELY to prevent administration errors.
- Report all nonviable vaccines in myCAvax.
- As with other routine vaccines, return nonviable vaccine to McKesson.

Resources: See [Requirements at a Glance](#), Vaccine Management Checklist.

Bookmark Key Resources

- [Vaccine Storage & Handling Toolkit](#)
- [Requirements at a Glance](#)



Vaccine Management Requirements

Program Requirements



- Do not dispose of nonviable vaccine. Return spoiled, expired, or wasted vaccine to McKesson. (See [Requirements at a Glance](#), Returning Nonviable Doses.)
- Never borrow BAP-supplied vaccines to supplement private stock, or vice versa; order and stock sufficient supply to serve BAP-eligible and private recipients. (See [Requirements at a Glance](#), Borrowing Vaccine.)
- As with other routine vaccines, redistribution is not allowed now that minimum order quantities are standard sizes. Vaccines must be ordered and delivered directly to administration sites. Order accordingly. (See [Requirements at a Glance](#), Vaccine Redistribution.)

Bookmark Key Resources

- [Vaccine Storage & Handling Toolkit](#)
- [Requirements at a Glance](#)



Record Management & Review

Program Requirements

Providers must maintain all electronic and paper COVID-19-related records for a minimum of 3 years and make records available for review upon request.

Such records include the following:

- COVID-19 vaccine product packing slips
- transport logs
- temperature logs
- certificates of calibration testing (for data loggers)
- any other BAP-related records

Resources: See [Requirements at a Glance](#), Vaccine Management Recordkeeping.

Bookmark Key Resources

- [Vaccine Storage & Handling Toolkit](#)
- [Requirements at a Glance](#)



Summary of Reporting Requirements

Program Requirements



Report vaccination data daily to CAIR using [My Turn](#) or an EHR/EMR connected to [CAIR](#) (unless already reporting to CAIR manually.)



Report doses spoiled, expired, or wasted before return to McKesson.

Report shipment incidents when discovered, including temperature excursions, damage, or packing slip discrepancies.

Report temperature excursions daily (if any) and quarantine affected vaccines; contact vaccine manufacturer to determine if doses may be administered.

Report transfer events within 24 hours.

Bookmark Key Resources

- [Requirements at a Glance](#)

Resources: See [Requirements at a Glance](#), Summary of Reporting Requirements.



Updating Vaccines.gov

Receiving



Providers agree to display their vaccination location to the public on [Vaccines.gov](https://www.vaccines.gov) as BAP Providers so eligible adults can find no-cost COVID-19 vaccines. Inventory reporting is not required.

Public display is a one-time setup. Providers will be notified when CDC releases job aids to assist.

Resources: See [Requirements at a Glance](#), Updating Vaccines.gov.



Vaccines.gov

Toggle by Location

- Display all to the public (1 location set to display)
- qa-ui_loc_2-93087
ADDRESS_582123
City, QA
- qa-ui_loc_1-93086
ADDRESS_343955
City, QA



Fraud & Abuse

Program Requirements

The location will operate in a manner intended to avoid fraud and abuse of COVID-19 vaccines supplied through the Bridge Access Program.

Fraud is an intentional deception or misrepresentation made by a person with the knowledge that the deception could result in some unauthorized benefit to himself or some other person. It includes any act that constitutes fraud under applicable federal or state law.

Abuse is defined as provider practices that are inconsistent with sound fiscal, business, or medical practices and result in an unnecessary cost to the program or in reimbursement for services that are not medically necessary or that fail to meet professionally recognized standards for health care.

Resources: See [Requirements at a Glance](#), Fraud & Abuse.

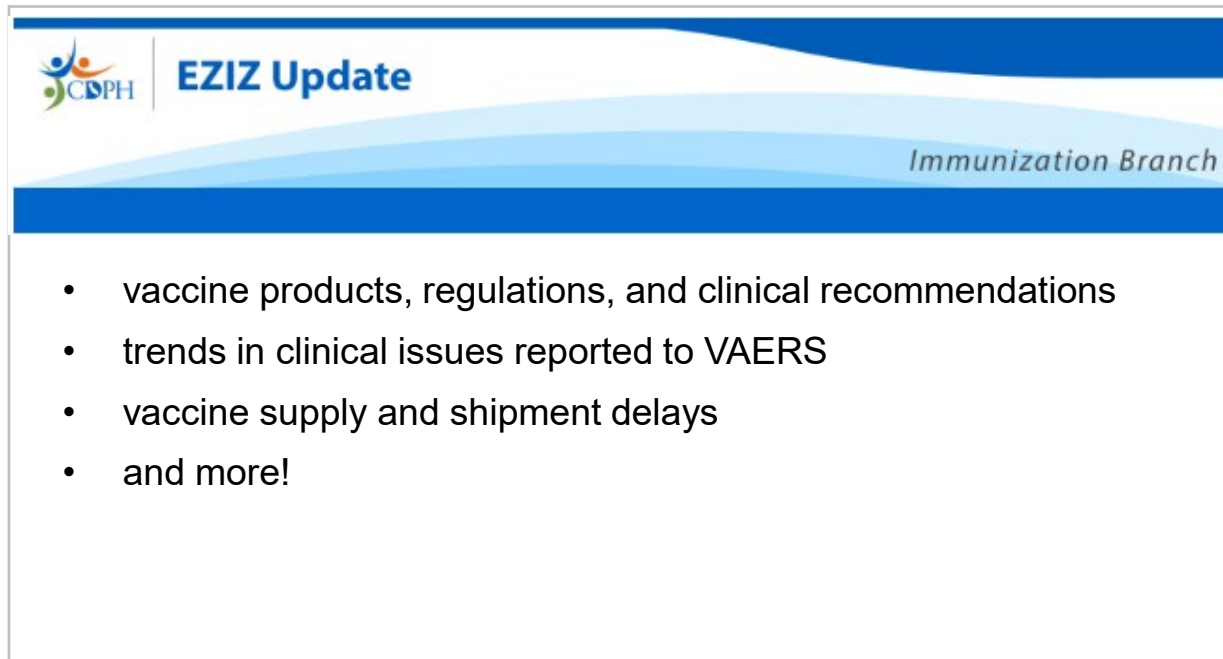
Bookmark Key Resources

- [Requirements at a Glance](#)

How to Stay Current

Program Requirements

Information surrounding the Bridge Access Program and vaccine products continue to evolve. Emails are sent to Organization and Location Coordinators from the Immunization Branch to announce changes and new resources to assist you.



Bookmark Key Resources

- [Requirements at a Glance](#)

COVID-19 Commercialization FAQs

Program Requirements

Answers to Provider Questions - Updated Weekly

- Q: What is the Bridge Access Program (BAP)?
- Q: For how long will HHS Bridge Access Program (BAP) be conducted?
- Q: How will the Bridge Access Program be implemented?
- Q: Is the Bridge Access Program the same as the 317 Program that local health departments (LHDs) currently use?
- Q: Where will eligible people for the Bridge Access Program get vaccinated?

Resources: Bookmark [COVID-19 Commercialization FAQs](#), look under Bridge Access Program (BAP).

COVID-19 Vaccine Commercialization FAQs

This webpage is updated weekly with answers to your COVID-19 vaccine commercialization questions. Please also refer to the [Commercialization at a Glance: Provider Transition Guide](#) for support and resources.

Last Revised: 8/10/2023

Jump to Topic:

- [General Questions](#)
- [Vaccine Management](#)
- [COVID-19 Vaccine Accessibility After Commercialization](#)
- [The Bridge Access Program \(BAP\)](#)
- [Pharmacies & BAP](#)
- [Treatments](#)
- [COVID-19 Vaccine Formula Fall Transition](#)
- [Resources](#)

General Questions

1. What is commercialization?

Commercialization is the transition of COVID-19 medical countermeasures – vaccines, treatments, and test kits – from being purchased by the U.S. Government to private/public payers and established pathways of procurement, distribution, and payment. For more information, please see “What is Commercialization” at the [HHS.gov](#) website.

2. When will COVID-19 vaccine commercialization occur?

CDPH anticipates COVID-19 vaccine commercialization will occur in early to mid-September of 2023. The tentative timeline is listed on the first page of the [COVID-19 Commercialization at a Glance: Provider Transition Guide](#); please note the timeline is subject to change as more information becomes available.

What You'll Learn

1
Program
Overview

2
Program
Requirements

3
Staffing
Key Roles

Staffing Key Roles

Overview



Key Task: Identify who will act as your **Organization Vaccine Coordinator** for the parent company before enrolling. This role will

- complete **Section A** (Provider Agreement) to enroll the organization (parent company) in myCAVax during enrollment,
- identify and invite provider locations to complete Section B during enrollment,
- may update affiliate vaccination locations on [Vaccines.gov](https://www.vaccines.gov),
- monitor all program communications, and
- may oversee program-related operations in affiliated provider locations.

Resources: See [Enrollment Kit](#) to get started.

Bookmark Key Resources

- [Enrollment Kit](#)

Staffing Key Roles (Cont.)

Overview



Key Task: Identify who will act as your **Vaccine Coordinators** before enrolling. Each location must have on-site primary and backup Vaccine Coordinators. This role

- may complete **Section B** (Provider Agreement) to enroll their location (vaccination site) in myCAvax during enrollment;
- receives vaccines, monitors temperatures, and manages inventory;
- receive emails regarding orders, shipments, and temperature monitoring;
- may update vaccination locations on [Vaccines.gov](https://www.vaccines.gov),
- plans for and responds to vaccine-related emergencies; and
- ensures providers and key practice staff complete the required vaccine product training [here](#).

Resources: See [Enrollment Kit](#) to get started.

Bookmark Key Resources

- [Enrollment Kit](#)

BAP Provider Operations Manual (POM)

Once your enrollment application is approved, there are additional steps to complete the onboarding process and ensure your practice is ready to receive vaccine and begin vaccinations.

Approved locations will be emailed this manual, which includes a startup worksheet that walks you through key requirements and setup considerations plus documentation of all key tasks that must be performed on a regular basis.

Resources: Bookmark [BAP Provider Operations Manual \(POM\)](#) for assistance after your enrollment application has been approved.

Startup Guide



This section walks you through the initial preparations now that your enrollment application is approved. Once all steps are complete, your site should be ready to order vaccines.

Providers managing COVID-19 vaccinations, or other operations managers or supervisors, may wish to help incorporate COVID-19 vaccinations into practice protocols.

Participants

Provider or operations manager/supervisor
Organization & Location Vaccine Coordinators



Follow the [Startup Worksheet](#) to complete your tasks



[Before We Start](#)

[Clinic Operations Setup](#)

[Systems Setup](#)

[Vaccine Management Preparations](#)

[Staff Readiness](#)

1/10/2023

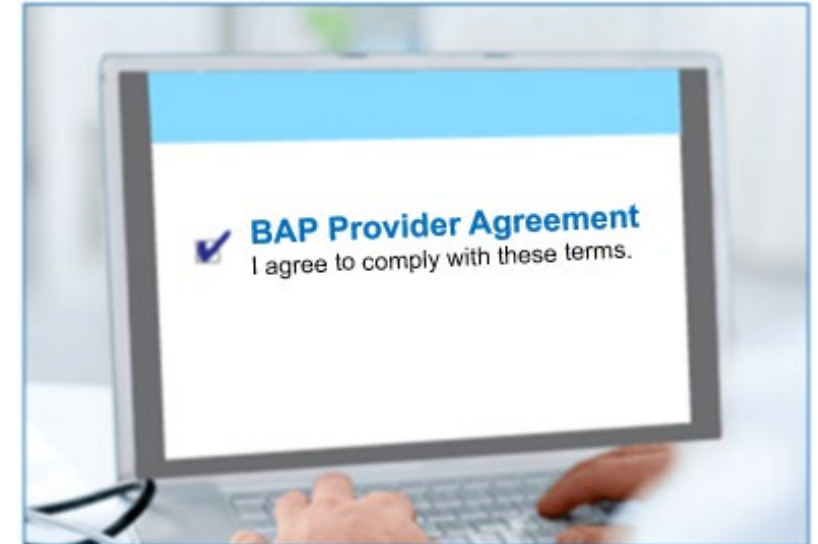


9

Summary

You have now completed the lesson. You should now be able to perform the following tasks:

- **locate the program requirements**
[Requirements at a Glance](#)
- **identify requirements new to existing COVID-19 providers**
see gold stars in [Requirements at a Glance](#)
- **bookmark key resources to guide you on the job**
[Enrollment Kit](#)
[COVID-19 Vaccine Product Guide](#) (to be updated after any FDA authorizations)




Go to eziz.org/vfa-317/bap/ for provider alerts, job aids, Provider Call Center contact details, and more!

Looking for myCAvax Training Resources?

The Knowledge Center houses key job aids and videos that are updated every release to include enhancements across vaccine programs.

You can access the Knowledge Center from the myCAvax homepage (or at various places throughout the system) using the links as shown below.

 Need help? View our jobs aids in the [Knowledge Center](#), or [contact us](#).



myCAvax Coordinator Resources
 Job aids, quicksheets, and other resources specifically designed for Location and Organization Coordinators using myCAvax.

[Back to Knowledge Center](#)

Vaccine Order Requests

- Placing Standard Vaccine Order Requests**
 This document summarizes the steps to place standard vaccine order requests in the myCAvax system. Placing a vaccine order request is the first step to procure vaccine...
[View](#)
- Placing Small Vaccine Order Requests**
 This document summarizes the small vaccine ordering process and steps to place small vaccine order requests in the myCAvax system. Placing a small vaccine order request...
[View](#)
- Reviewing Shipments**
 This document explains how to navigate the Shipment tab, where users can find the shipping information for their vaccine orders.
[View](#)

Vaccine Inventory Management

- Recording Waste Events**
 This document provides an overview of the Vaccine Waste Incident process and the steps to report wasted vaccines in the myCAvax system. Vaccine waste management is an...
[View](#)
- Transferring Vaccine Inventory**
 This document provides an overview of how to log transfer and redistribution events. All responses of transfer and redistribution must be recorded using the...
[View](#)
- Navigating and Posting on Vaccine Marketplace**
 The purpose of this document is to provide an overview of The Vaccine Marketplace. The marketplace allows you to post excess inventory that cannot be used and to request...
[View](#)
- Recording Shipment Incidents**
 This document provides an overview of logging and editing shipment incidents in myCAvax. All issues, such as receiving vaccine shipments that have damaged vaccine or ancillary...
[View](#)
- Recording Temperature Excursions**
 The purpose of this document is to provide an overview of reporting an Excursion Event. A Provider must report an excursion when vaccine doses are exposed to temperature...
[View](#)

Done!

You have completed the **Program Requirements** lesson.

Click “EXIT” at the top of page.