

Vaccine Management

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What's Next in My Turn – Release 59

New updates for providers will launch on **June 06, 2025!**

My Turn Public

Release Highlights

- ✓ The new fields in the 'List a new location' will allow to enter multiple start and closing dates on the 'List a location', 'Update a location' and 'Delete a location' forms.
- ✓ A 'Delete' icon is displayed on the 'Open dates and Hours of operations' section in the 'List a new location' and 'Update a location' forms in the 'Testing site information' page.
- ✓ The 'Do not display hours of operations on the location card' check-box is positioned further down in the 'Open dates and Hours of operations' section in the 'Testing site information' page.
- ✓ An error message is displayed if the starting date and closing dates overlaps when adding new hours of operation in the 'List a new location' form on the 'Testing Site Information' page.
- ✓ A new 'Shots for School' carousel module is displayed on the 'My Turn' homepage.

My Turn Clinic

Release Highlights

- ✓ An error message is displayed if the expiration date entered is today or earlier on the 'New Vaccine Inventory: New Vaccine' pop-up window in the 'Vaccine Inventory' flow.
- ✓ A new sorting arrow icon appears on the 'Name', 'Email', and 'Account Name' columns in the 'Contact' tab of the 'Clinic' page, allowing A-Z and Z-A sorting.
- ✓ A new banner displaying 'How to Use CAIR Quick Entry' and 'CAIR Quick Entry vs. Bulk Walk-in Upload' job aids are added to the 'Inline Submission' tab on the 'CAIR Quick Entry Upload Records' page.
- ✓ An error is displayed if the 'Open from' and 'Open to' times are the same, and the '+Add new hours of operations' link is disabled when all days are selected on the 'Hours of Operation' tab of the 'MPOD site' page.
- ✓ A new 'Closed to the Public' column is displayed on the 'MPODs' subtab in the 'Public Health Emergency' page.
- ✓ A new 'NDC Code' column is displayed on the 'Antibiotics Inventory' subtab in the 'MPOD site' page.
- ✓ A new 'MPOD Site Type' field with the 'Open to the Public' and 'Closed to the Public' drop down value on the 'Bulk Update MPOD site' pop up window in the 'Public Health Emergency' page.
- ✓ A new optional 'NDC Code' field is displayed when adding or editing inventory in the 'Antibiotics Inventory' tab on the 'MPOD Site' page.





Reminder: Please Make Events Findable via the Vaccine Locator!

- Any events being hosted should be made findable via making an appointment **as well as** through the Vaccine Locator.
 - To make an event findable via the Vaccine Locator, Providers can click the ‘Show on My Turn Vaccine Locator’ button

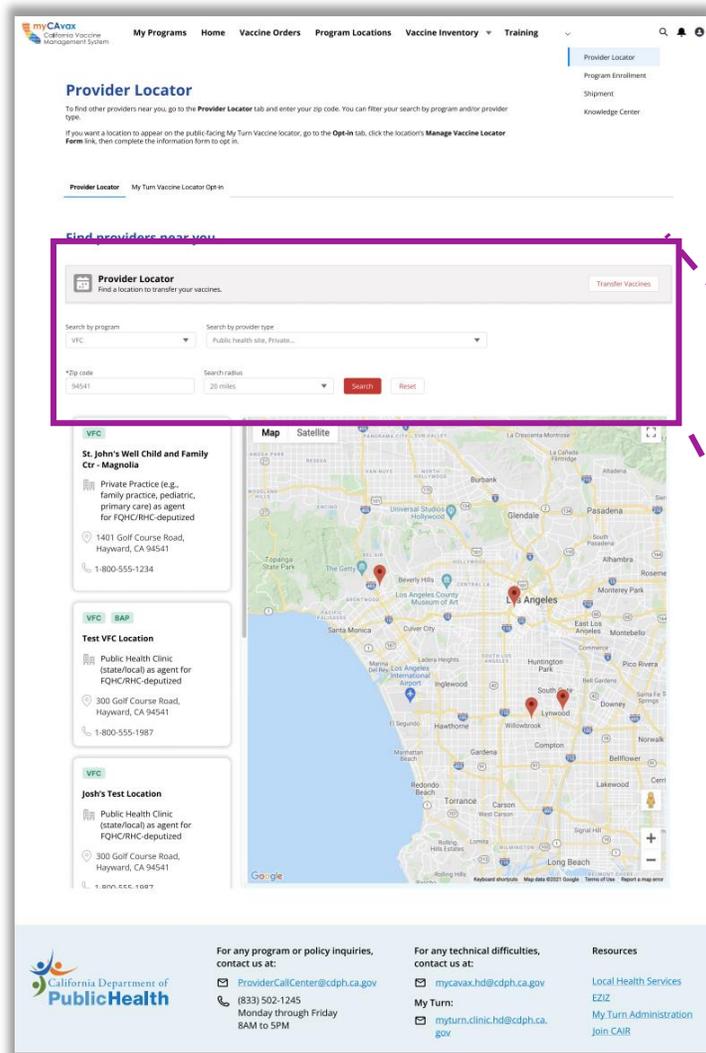
Vaccine Locator
Switch the toggle below to show your clinic on the My Turn Vaccine Locator page. This public-facing page helps patients find your location based on its proximity and vaccination services. (Opting in to the Vaccine Locator does not enable appointment scheduling.)

Show on My Turn Vaccine Locator

The screenshot shows the My Turn website interface. On the left, a clinic profile for 'Dessert Clinic' is displayed with details: address (3006 K St, Sacramento, CA 95816, USA), hours (M, T, W, Th, F, Sat, Sun, 7:00 AM - 4:00 PM), phone number ((999) 000-9999), and services (COVID-19, Flu, Accepts walk-ins, Adults (19+), Pediatrics (18 years and under), Serves uninsured, Serves insured, Serves Medi-Cal). A 'Make an appointment' button is at the bottom. On the right, a map shows the location of the clinic in Sacramento, CA, with several other locations marked with orange pins in the surrounding area.

Provider Locator – What is it?

The My Turn Vaccine Locator in myCAvax allows Providers the option to display their Vaccination Locations in the My Turn Public Portal.



- **Opted-In Providers are able to:**
 - Help patients locate nearby providers
 - Update their operating hours and the available vaccines
 - Opt-out at any time
- **What are the Benefits of Opting-In?**
 - Increases the accessibility of vaccines throughout California
 - Increased clinic visibility with the ability to market clinics on a state-wide platform
 - Increased accessibility to CDPH vaccination programs

Find providers near you.

Provider Locator
Find a location to transfer your vaccines.

Transfer Vaccines

Search by program

Search by provider type

*Zip code

Search radius

Search

Reset

Don't forget to opt-in to the My Turn Vaccine Locator in myCAvax!

My Turn Vaccine Locator – Opt-in TODAY!

The screenshot shows the myCAvax California Vaccine Management System interface. At the top, there are navigation tabs: My Programs, Home, Vaccine Orders, Program Locations, Vaccine Inventory, and Training. The main heading is "Provider Locator". Below it, there is a section titled "Opt-in to My Turn Vaccine Locator (Public-facing)". A search bar is present with a "Search" button and a "Reset" button. A table lists several locations with their respective Vaccine Locator Status and a link to "Manage Vaccine Locator Form".

1 Provider Locator **My Turn Vaccine Locator Opt-in**

Opt-in to My Turn Vaccine Locator (Public-facing).
The My Turn Vaccine Locator is a public-facing page that helps patients find your location based on its proximity, vaccination services, and the patient's age and insurance status.

2 **My Locations**
Use the "Search by Locator Status" dropdown below to filter locations by Vaccine Locator participation and status.

Search by Locator Status

Location	Vaccine Locator Status	Vaccine Locator
Kern Medical HQ	Active	Manage Vaccine Locator Form
VFC Location	Inactive	Manage Vaccine Locator Form
St John Health Site	Info needed	Manage Vaccine Locator Form
St John Health Site	Active	Manage Vaccine Locator Form
St John Health Site	Info needed	Manage Vaccine Locator Form

[View More](#)

California Department of Public Health

For any program or policy inquiries, contact us at:
✉ ProviderCallCenter@cdph.ca.gov
(833) 502-1245
Monday through Friday
8AM to 5PM

For any technical difficulties, contact us at:
✉ mycavax.hd@cdph.ca.gov
My Turn:
✉ myturn.clinic.hd@cdph.ca.gov

Resources
[Local Health Services](#)
[EZIZ](#)
[My Turn Administration](#)
[Join CAIR](#)

- Opt-In to having clinic locations appear on the 'My Turn Public' portal by completing the following steps on the 'Provider Locator' page:
 1. Select the 'My Turn Vaccine Locator Opt-in' tab
 2. Click the location's 'Manage Vaccine Locator Form' link. You will be navigated away from the Provider Locator page to complete the information form.
 3. Complete the form to finish Opting-In to the My Turn Vaccine Locator.

Once a clinic location is opted-in, it becomes visible to patients on the My Turn Public portal 'Vaccine Locator' tool.

POV: Vaccine Inventory vs. Vaccine Supply



Home

Clinics

Vaccine Inventory

Appointments

Enrollment

CAIR Quick Entry ▼

More ▼



Need Help? Please see the [Set Up a Clinic and User Management](#) job aid.

Clinic
Dessert Clinic

Clone Clinic And Availability

Add New Contact/User

Change Owner

Provider View

Book Appointments

Activate Location ⓘ

Details Vaccine Inventory Vaccine Supply Availability SMS Requests Tag Reporting Contacts Clinic Links

Clinic links
All

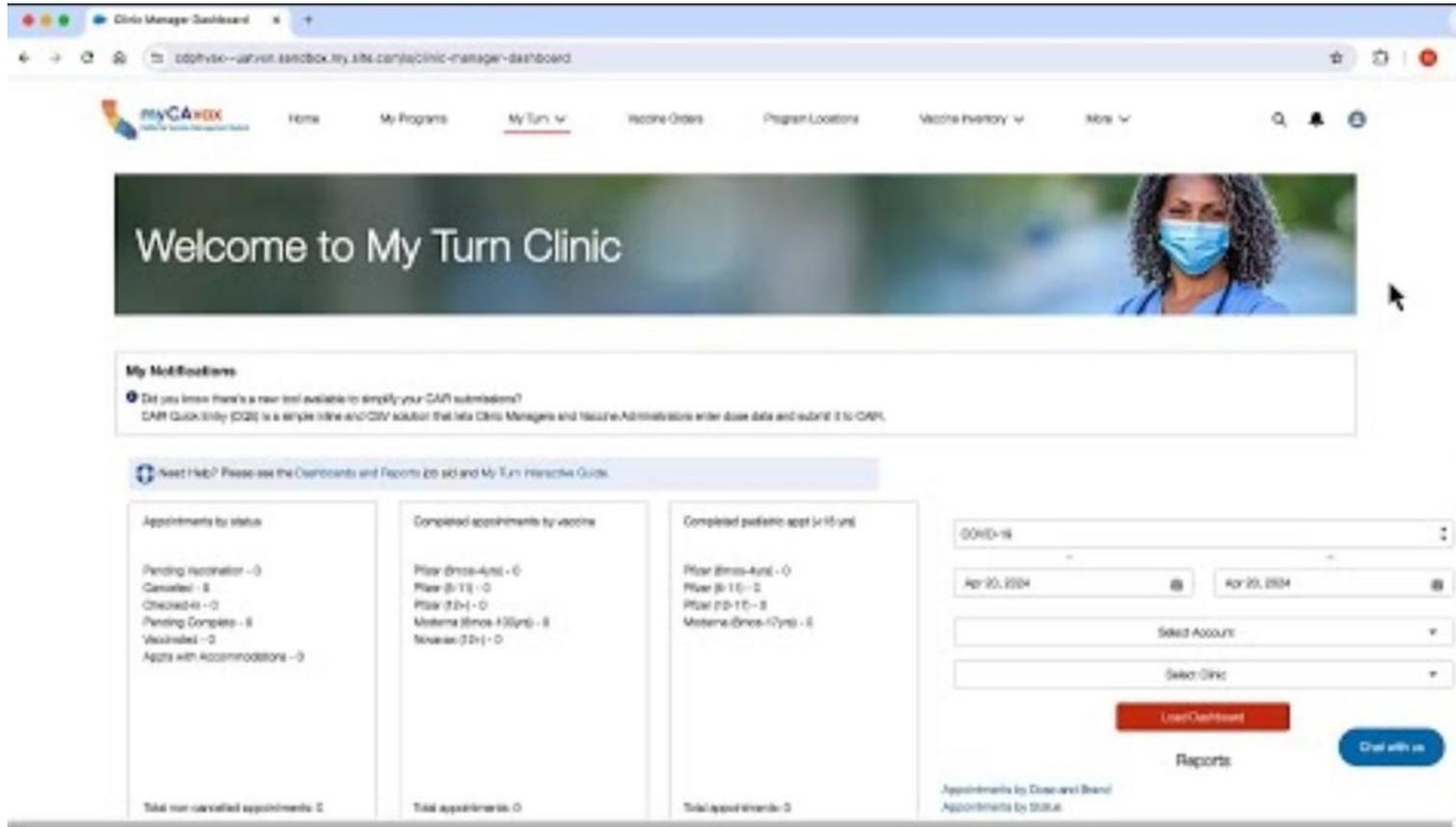
Generate New Link

Public View

URL	Landing Page	Language	Active	QR Code	Action
https://uat.myturn.ca.gov/sch...	Eligibility	English	<input checked="" type="checkbox"/>	View code	Deactivate link

Training Video: School-Focused Clinic Set-Up

- This video covers how to use the 'Super Clinics' functionality in My Turn to create a school-located vaccine event, as well as how a parent or guardian would sign up their child for the event.



The screenshot displays the 'Clinic Manager Dashboard' in a web browser. The browser's address bar shows the URL: `cdphvcv-arvnet.sandbox.my.sba.com/clinic-manager-dashboard`. The dashboard features a navigation menu with options: Home, My Programs, My Turn (selected), Vaccine Orders, Program Locations, Vaccine Inventory, and Sites. A prominent banner reads 'Welcome to My Turn Clinic' with a background image of a healthcare worker wearing a blue face mask. Below the banner, a 'My Notifications' section contains a message about a new tool for simplifying CARP submissions. A 'Need Help?' section provides links to the Dashboard and Reports, and an interactive guide. The main content area is divided into several panels: 'Appointments by status' (listing Pending Vaccination, Created, Checked-in, Pending Complete, Vaccinated, and Apps with Accommodations), 'Completed appointments by vaccine' (listing Pfizer, Novavax, Moderna, and Sinovac), and 'Completed pediatric app (18 and under)' (listing Pfizer, Novavax, and Moderna). On the right, there is a search and filter section with dropdown menus for 'COVID-19', date ranges for 'Apr 20, 2024', and 'Apr 20, 2024', and buttons for 'Load/Refresh', 'Reports', and 'Chat with us'.



Recap: My Turn Office Hour

EZIZ
A one-stop shop for immunization training and resources.

Vaccine Administration System

My Turn

My Turn is a system that gives providers an all-in-one application for vaccine eligibility, public appointment scheduling, walk-in appointments, dose administration, and reporting for vaccine clinics. My Turn currently supports appointments for COVID-19, flu, and mpox vaccinations, with broader vaccine support coming in the future.

For more information, visit the [My Turn website](#).

Steps to Enroll

I do NOT have a myCAvax account:

1. Visit mycavax.cdph.ca.gov.
2. Select the 'My Turn' tab next to the 'Home' tab to view the 'My Turn' landing page.
3. On the 'My Turn' landing page, select either the 'Enroll your organization' or 'Enroll Now' button. Begin enrolling in My Turn on the 'Step 1 - Create an account' page

I have a myCAvax account:

1. Log in to myCAvax using your usual credentials.
2. Select the 'My Turn Enrollment' tab next to the 'Enrollment' tab to view the Enrollment page.
3. On the Enrollment page, select the 'Enroll Location' button. The page redirects to the 'Step 1 - Required Training' page to begin My Turn enrollment.

Enrollment Resources

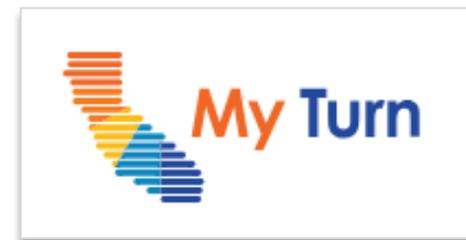
- [My Turn Onboarding Guide](#)
- ['Enrolling in My Turn' quick sheet](#)
- **NEW!** [What is My Turn Clinic Flyer](#)
- **NEW!** [Benefits of My Turn Clinic Webinar](#)
 - [Register Here](#)

Questions About Enrollment?

Contact the Provider Call Center at:

- MyTurn.Clinic.HD@cdph.ca.gov
- (833) 502-1245
Monday - Friday, 8 AM - 5 PM PT.

- Thank you to those who participated in the **My Turn Demo & Office Hour** session hosted by the My Turn Team on **Tuesday, May 20, 2025!**
- Resources available:
 - [My Turn Vaccine Administration System on EZIZ](#)
 - [My Turn Onboarding Guide](#)
 - [Enrolling in My Turn Quick Sheet](#)
 - Support Information



What's New in myCAvax? – Release 57

New updates for providers launched on Wednesday, **May 21, 2025!**

Release Highlights

SGF Provider Enrollment Flow

- ✓ New SGF LHD Provider Invitation flow to invite Providers to enroll in the SGF program.
- ✓ New SGF Provider Enrollment flow to submit program required information for enrollment in the SGF Program.

Display Record Dates Based on PST

- ✓ Corrected list view date filters to us Pacific Standard Time (PST) vs. Coordinated Universal Time (UTC) on the Orders, Excursions, Return and Waste Events, Transfers, and Shipment Incidents list view pages.

New Urgent Reason Field

- ✓ The 'Urgent Reason' field will appear on the 'Vaccine Order' page when the product is marked urgent.

Display Vaccines in Alphabetical Order

- ✓ Vaccines will appear in alphabetical order when selecting from the Vaccine Group dropdown for Transfers, Excursion, Returns and Waste submission page

Display N/A (not applicable) for IIS Last Order

- ✓ 'N/A' will appear in the 'IIS Qty Used Since Last Order' and '% Doses Submitted to IIS' columns if no dose administration record is found since the last order.

Excursion Page Updates

- ✓ An error message will appear in the 'Excursion Details' section if excursion or log times are less than 0 hours and 0 minutes.
- ✓ Added ability to upload and delete multiple files using the 'Upload Files' button on the 'Step 3 – Report Affected Inventory' page.

R57 Enhancement: SGF Enrollment Flow – Step 1 - Provider Location Information

- After completing the Enrollment Criteria, the new ‘Step 1 - Provider Location Information’ page displays.
- Providers will use this page to confirm and/or update Provider Location information.

My Programs Home Program Locations Vaccine Orders Vaccine Inventory Training

Need help? Review the job aid(s) for completing SGF enrollment.

STATE

Step 1 - Provider Location Information

If any of the following information is incorrect, please contact CDPH at mycavax.HD@cdph.ca.gov or call (833) 502-1245.

Location details
Review the following information provided by your LHD, and provide information for any editable fields.
Please Note: Only enter business or public information (no personal emails, phone numbers, or addresses)

What is a Location?

A provider location is a specific practice or site where a provider administers vaccine to patients. Each provider location is required to have a unique IIS ID to report their vaccine administration data to CAIR. This IIS ID will be used across all programs.

*Location Name
Death Star

*Phone number
123-456-7890

*IIS
12039219

*Provider type
Hospital

Is this facility a mobile facility, or does this facility have mobile units?
Yes

Vaccine delivery/shipping address (No P.O. Box)
This is the address of record where SGF supplied vaccines will be shipped.

*Street Address 1
123 Test Ave

*Street Address 2

*City
San Francisco

*State
CA

*Zip Code
90004

Delivery Instructions

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If any of the following information is incorrect, please contact CDPH at mycavax.HD@cdph.ca.gov or call (833) 502-1245.

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*City
San Francisco

*State
CA

*Zip Code
90004

Delivery Instructions

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R57 Enhancement: SGF Enrollment Flow – Step 3 - Storage Capacity

- As part of ‘Step 3 - Storage Capacity’, Providers will enter their location’s storage capacity details.

myCAVax California Vaccine Management System

My Programs Home Vaccine Orders Program Locations Vaccine Inventory Training

Need help? Review the job aid(s) for completing SGF enrollment.

STATE
Step 3 - Storage Capacity

! You must have storage equipment on site (not in transit, or on order) before submitting this application.

Vaccine storage capacity and unit details
Enter all units that will be used to store SGF supply vaccines. Refrigerated storage and frozen storage are required to proceed. Note: If you are adding SGF for an existing storage unit, please check the attestation to add SGF to the storage unit.

Refrigerated storage 36°F to 46°F (2°C to 8°C)

+ Refrigerated storage 36°F to 46°F (2°C to 8°C) Add refrigerator

Use for SGF	Vaccines Stored	Storage Unit Priority	Storage Unit Grade	Storage Unit Type	Storage Unit Brand	Storage Unit Model	Thermometer Type	Thermometer Model	Thermometer Serial Number	Calibration Expiration Date	Action
<input type="checkbox"/>	VFA	Primary	Commercial	Compact/Und...	Kenmore	998034	Digital data logger	Kenmore	494720	10/30/2023	
<input type="checkbox"/>	SGF	Primary	Commercial	Stand-Alone	Kenmore	123456	Digital data logger	Kenmore	123456	10/30/2023	

Backup thermometer
Your location must have a backup thermometer to continue enrollment. Please enter details for your thermometer below.

+ Backup thermometer Add thermometer

Use for SGF	Thermometer Type	Thermometer Model	Thermometer Serial Number	Calibration Expiration Date	Intention for Use	No longer in use
<input type="checkbox"/>						

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R57 Enhancement: SGF Enrollment Flow Updates – Step 4 - Key Practice Staff

- As part of 'Step 4 - Key Practice Staff', Providers will enter their location's key practice staff details.

Step 4 - Key Practice Staff

In order to proceed, you must have at least the Provider of Record and Primary Vaccine Coordinator below. Backup Vaccine Coordinator and Provider of Record Designee contact details are optional. These staff members should be those who manage adult patients in the (Master Program Short Name) program. Medical Licenses will be validated to ensure active status of license.

Please Note: Only enter business or public information (no personal emails, phone numbers, or addresses)

NOTE: The SGF provider agreement will be sent to your Provider of Record to collect an e-signature. Once the e-signature is received, your location enrollment application will be submitted for review by CDPH.

Key practice staff
Staff members who are responsible for managing the program.

Role	Name	Title	Specialty	Clinic Title	Email	Phone number	NPI ID	License No.	License Verified	Actions
*Provider of Record	Wanda Smith	PharmD	None	None	ws@email.com	(123) 456-7890	23445567	NP11111	<input checked="" type="checkbox"/>	✎ 🗑️
*Primary Vaccine Coordinator	John Doe	PharmD	None	None	jd@email.com	(384)128-4629	123987198	NP28391	<input checked="" type="checkbox"/>	✎ 🗑️

Optional key practice staff
Assigning contacts to these roles is not mandatory.

Role	Name	Title	Specialty	Clinic Title	Email	Phone number	NPI ID	License No.	License Verified	Actions
Backup Vaccine Coordinator										+ Add contact
Additional Vaccine Coordinator										+ Add contact
Provider of Record Designee										+ Add contact
Organization Coordinator	Wanda Smith	PharmD	None	None	ws@email.com	(123) 849-2919	01923812	NP11111	<input checked="" type="checkbox"/>	✎ 🗑️

Communication staff members
Staff members who do not need access to the system but would receive program communications.

Role	Name	Title	Specialty	Clinic Title	Email	Phone number	Actions
Additional Staff Member	Wanda Smith	PharmD	None	None	wsmith@email.com	(123) 456-7890	✎ 🗑️

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Staff members who are responsible for managing the program.

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R57 Enhancement: SGF Enrollment Flow Updates – Step 8 - Supplemental Documents

- In the final step, ‘Step 8 - Supplemental Documents’, Providers will use this page to upload the required SGF Program documentation.

myCAVax
Home My Programs My Turn Vaccine Orders Program Locations Vaccine Inventory More

Need help? Review the job aid(s) for completing a myCAVax enrollment.

STATE
Step 8 - Supplemental Documents

File documents upload
Gather the following documents, which must be uploaded during the enrollment process. 1 file upload is required for the following list in order to proceed:
(Accepted file formats: JPEG, PNG, PDF, Excel, CSV, or MS Word. Maximum file size: 60MB.)

File documents upload
Gather the following documents, which must be uploaded during the enrollment process. 1 file upload is required for the following list in order to proceed:
(Accepted file formats: JPEG, PNG, PDF, Excel, CSV, or MS Word. Maximum file size: 60MB.)

*Completed temperature logs (one month at minimum) and data logger downloads

Upload Files Or drop files

*Picture(s) showing interior of vaccine storage units (must clearly show placement of vaccines, data logger probe, and water bottles)

Upload Files Or drop files

*Picture(s) showing exterior of vaccine storage units (must clearly show entire vaccine storage unit and placement of the data logger display)

Upload Files Or drop files

*Pictures of "Do Not Unplug" signage placement

Upload Files Or drop files

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