

2025 Recertification Process

- 1 | ENSURE YOUR ACCOUNT IS IN GOOD STANDING**

Provider accounts that are **SUSPENDED** due to Mandatory Corrective Actions will not be able to access the Recertification form.
- 2 | GATHER INFORMATION ON THE RECERTIFICATION WORKSHEET**

Use the 2025 Recertification Worksheet to gather information before beginning the Recertification process.
- 3 | COMPLETE REQUIRED EZIZ LESSONS**

Complete required EZIZ lessons before accessing 2025 Recertification. The EZIZ lessons are being updated this year. To receive credit for the annual training requirement, take the lessons once 2025 VFC Recertification launches.
- 4 | ACCESS THE RECERTIFICATION FORM**

Login to your myCAvax account and click on the “Submit Recertification” button.
- 5 | VERIFY AND UPDATE YOUR PRACTICE INFORMATION**

Verify and update information about your practice, including Registry ID, delivery times, key practice staff, patient estimates, vaccine storage and data logger equipment, and health-care providers who will be administering immunizations. Preview all information before submitting for e-signature.
- 6 | SUBMIT FOR E-SIGNATURE FOR PROVIDER OF RECORD TO REVIEW THE "PROVIDER AGREEMENT" AND "PROVIDER AGREEMENT ADDENDUM"**

The Provider of Record must review and electronically acknowledge compliance with all items outlined in the 2025 "Provider Agreement" and "Provider Agreement Addendum." An email with a link to DocuSign will be sent to the Provider of Record. Recertification is not yet complete, until the Agreements have been electronically signed.