



# California Vaccines for Children (VFC) Program 2020-2021 Initial Flu Order Confirmation Quick Guide

The VFC Program’s Initial Flu Order Confirmation system will be available to VFC Providers through **myVFCVACCINES** from **July 17, 2020 to July 31, 2020**.

## TIPS FOR A SUCCESSFUL FLU VACCINATION SEASON

Discuss and outline key strategies to achieve high influenza vaccination coverage rates for your patients and decrease missed opportunities for vaccination.

- Review the [Flu Action Plan: 3 Habits of Highly Successful VFC Clinics](#) (IMM-1274) with staff and implement strategies not currently in use.
- Use the presumptive approach – don’t ask! Tell patients they are due for flu vaccination.
- Review talking points for vaccine hesitant parents on [EZIZ.org](#) and [CDC.gov](#)

## ORDER SUBMISSION

The Initial Flu Order Confirmation system is available at **myVFCVACCINES**. Once logged in, providers will see the Flu Order button; follow on-screen instructions to confirm your initial flu order if needed.

Key steps for confirming your 2020-2021 initial flu order:

- If your practice has any expired flu doses from the previous flu season, immediately remove them from your refrigerator and submit an online Return/Transfer form **before** confirming your initial flu order.
- For providers who submitted a 2020-2021 pre-book, VFC will automatically ship 50% of the confirmed pre-book once supply is available. You do not need to confirm your initial flu order.
- For providers who did NOT submit a 2020-2021 pre-book, the number of doses available for the initial flu order are a percentage of the 2020-2021 season target. Additional doses may be requested in Phase 3 of VFC Flu Ordering.
- The maximum number of doses that may be requested for the initial flu order will be displayed by brand. **Doses allocated for the initial order cannot be shifted between brands.**
- Providers have two (2) weeks to review and confirm their initial flu order.

### **PRIOR to confirming your initial flu order, consider:**

**Make sure you can store all the doses** you request. Orders cannot be canceled once sent for fulfillment.

**Flu vaccine orders are processed as VFC receives inventory** and orders are sent to the VFC Program’s national vaccine distributor for fulfillment. An email notification will be 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 in your “MyVFCVaccines” account. Keep these updated at all times, but most importantly before you place a vaccine order. Verify delivery hours are reflective of clinic open hours, especially for the weeks following an order submission.

**The initial order is to get your practice started for the season; additional doses should be ordered as needed throughout the season.**

**You will need to report vaccine doses administered** since the previous order and current on-hand inventory with each flu order, just like routine vaccine orders.

## INFLUENZA VACCINE ACCOUNTABILITY

- VFC vaccine doses, including flu, can only be administered to VFC-eligible patients 18 years of age and younger. Doses administered must be documented using a vaccine administration log, immunization registry, or an electronic health record system.
- Doses administered and doses on hand must be reported to the VFC Program with each influenza vaccine order.
- If there is no electronic system to track usage, use VFC’s [Vaccine Usage Log](#). Available for download on EZIZ.org.
- VFC vaccine cannot 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.

The image shows a screenshot of the '2020-2021 FLU USAGE LOG' form. It includes a header with the VFC logo and a table with columns for 'Vaccine Name', 'Administered (by month)', and 'Doses on Hand (by month)'. The table has rows for months from January to December. There are also fields for 'VFC ID', 'VFC PIN', and 'VFC STATE'. A footer contains 'VFC Logo' and 'VFC ID: 123456789'.