California's Vaccine for Children Program
2017-2018 Initial Flu Order Confirmation Quick Guide

The VFC Program's Initial Flu Order Confirmation system will be available to VFC Providers through *my***VFCVACCINES** from **August 17, 2017 to August 31, 2017.**

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. This may include:

- reminding patients to come in for their annual influenza vaccination
- expanding hours for influenza vaccination and allowing influenza vaccine-only visits
- discussing mechanisms to track patients that will be due to return to the practice for a second dose

ORDER SUBMISSION

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

Key steps for confirming your 2017-2018 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.
- The maximum number of doses available for your initial flu order are based on 1) reported usage for key pediatric and adolescent vaccines, and 2) vaccine supply pre-booked for distribution to California VFC Providers.
- The maximum number of doses that may be requested for the initial flu order will be displayed by brand and by age group. Providers may reduce the number of doses requested per brand, considering any unused doses remaining from the previous season.
    - Providers have two (2) weeks to review and confirm their initial flu order. Confirmed orders will be reviewed and approved by the VFC Program. Unconfirmed doses will be released into supplemental ordering vaccine supply.

PRIOR to confirming your initial flu order, consider:

The number of flu doses you'll need during the ordering period; base this off any planned reminder/recall influenza vaccination outreach efforts, and the age of scheduled patients—**some children will need a second dose for full protection.**

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

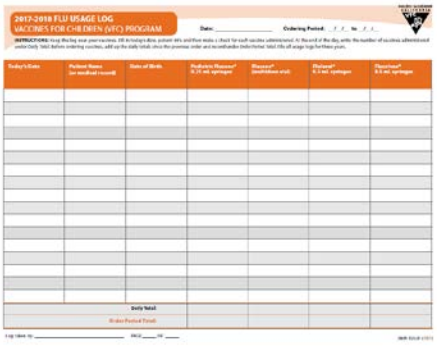
Flu vaccine orders are processed as VFC receives inventory and orders are sent to the VFC Program's national vaccine distributor for fulfillment. An email notification will be sent to the practice's vaccine coordinator and back-up coordinator upon processing of the order.

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 to-date as part of supplemental ordering.

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 must be reported to the VFC Program with each *supplemental* influenza vaccine order.
- A sample of VFC's Vaccine Usage Log will be included in your clinic's first flu vaccine shipment and can be downloaded from 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.