

VFA Vaccine Ordering Now Open!

Dear VFA Provider,

The VFA vaccine ordering period is **now open!** Please plan to submit your order **no later than Tuesday, April 30, 2024**. After this date, you will not be able to place an order until the next ordering period projected in **July 2024**. The VFA Program does **not** offer VFA supplemental orders.

IMPORTANT REMINDER: The Vaccines for Adult Program transitioned to myCAvax in February for all provider management and ordering activities. To access ordering, VFA sites **must** have already [completed VFA recertification](#) on myCAvax. If your clinic location has NOT yet completed this process, take steps as soon as possible!

VFA Vaccine Ordering Updates

Due to budgetary constraints, we have revised the program's ordering policy for the following vaccines:

- HPV vaccine will be temporarily unavailable to order this quarter. The program will reassess the inclusion of the vaccine for future ordering.
- Vaccine dose requests for PCV and Zoster vaccines will be reduced by 65% of your practice's 2022 Quarter 2 order.

Additionally, Td vaccine will no longer be available in the VFA Program. Please refer to the recent [VFA ACIP Clinical Letter](#) for additional guidance on the use of Tdap in lieu of Td.

The vaccine doses provided by the VFA Program must be used to support the eligible uninsured and underinsured patient population. **The VFA Program requires reported doses administered with each VFA order be based on doses recorded in CAIR as "317."** The number of reported doses administered and the doses in CAIR as "317" should closely match. If that is not the case, **this may affect doses the VFA Program approves for your clinic.** Please work with your EHR vendor, Local CAIR Representative,

and/or CAIR Data Exchange Specialist to identify and resolve issues as soon as possible. Refer to the steps on CAIR documentation improvement [here!](#)

Reminders Before Placing a Vaccine Order:

Refer to the attached job aid, “Placing Vaccine Order Requests” for more detailed instructions on how to place orders in myCAvax.

1. The Primary Vaccine Coordinator, Back Up Vaccine Coordinator and/or Additional Coordinators will have access to logging in to your [myCAvax](#) account.
2. Before starting your vaccine order, complete all transfers, waste events and returns.
3. Ensure the current VFA inventory in your vaccine storage units matches the On-Hand Inventory you enter.
4. Your VFA Doses Administered inventory must match the immunization registry (CAIR/Healthy Futures).
5. Account for every dose of VFA-supplied vaccine ordered and received by the provider location.
6. Once the order is successfully submitted, the Primary Vaccine Coordinator will receive an order confirmation email.

Vaccine Order Processing and Shipment Notes:

- Orders will be reviewed and approved daily; however, VFA sites should allow for up to 2 weeks after order submission for review, processing, and shipment of the order.
- If vaccine inventory or accountability corrections are needed prior to order approval, VFA Program staff will notify the clinic’s Vaccine Coordinator. Please respond as soon as possible to prevent delays in order approval. **Orders needing correction will be held in queue until requested corrections are resolved or orders will expire after 2 weeks of pending corrections.**
- Delivery windows are dependent on provider’s days/hours of operation. Update hours in myCAvax for any holiday or temporary closures. **McKesson does not ship vaccines on Fridays and no deliveries are made on Mondays.**
- Watch for emails regarding order confirmations, advance shipment notices of vaccine, and temperature monitoring alerts.

Save The Date: VFA Office Hours

Get Your Questions Answered – Register Now for VFA Office Hours!

You are invited to join CDPH for a 30-minute VFA Office Hours session on **Tuesday, April 23, 2024**, from **2:00 PM – 2:30 PM, PST** on Zoom.

This session will cover ordering updates and myCAvax functionalities. There will be an opportunity for Q&A with CDPH Subject Matter Experts.

Register Now for the webinar using this [Zoom registration link](#).

Enclosures:

- Placing Vaccine Order Requests in myCAvax
- VFA Ordering and Distribution Cadence Calendar and VFA Ordering and Distribution Table

Note: Cadence below applies to approved VFA orders only. Time period for order review and approval may vary.

Questions? Email us at my317vaccines@cdph.ca.gov.

Thank you,



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