



State of California—Health and Human Services Agency
California Department of Public Health




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TO: California Vaccines for Children (VFC) Program Providers

FROM: Sarah Royce, M.D., M.P.H., Chief 
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SUBJECT: 2018 VFC Recertification is COMING SOON! Start planning now – all providers must be compliant with digital data logger requirements!

BACKGROUND

The Vaccines for Children (VFC) Program's Annual Recertification is almost here. Recertification is a federal requirement that must be completed annually by enrolled providers in order to continue receiving publicly-funded vaccines. Through Recertification, renewing providers agree to follow current program participation requirements, update key practice information, and provide updated patient estimates of all children in the practice who will be receiving immunization services in the coming year.

The VFC Program will be launching 2018 Recertification and updated EZIZ lessons in late January 2018. As in previous years, once the system is available, providers will have 30 days to complete the process.

The following information will help your practice get a head start and collect required information ahead of time.

DIGITAL DATA LOGGER REQUIREMENT

As of December 1, 2017, use of digital data loggers (DDLs) for temperature monitoring of VFC-supplied vaccines is required for all California VFC Providers. This means that all traditional Min/Max thermometers in refrigerators and freezers storing VFC-supplied vaccines should now be replaced with DDLs. This is also applicable to your practice's back-up thermometer(s). In order to continue participation in the VFC Program in 2018, providers must be compliant with the [digital data logger requirement](#).

2018 VFC EDUCATIONAL REQUIREMENT

As the first step of Recertification, key practice staff must complete the federal educational requirement lessons available on our website, www.EZIZ.org, prior to accessing the online 2018 VFC Recertification page. You may begin taking the required lessons when Recertification is launched. **IMPORTANT:** If you complete the lessons before Recertification launches, you will not receive credit.

There are four lessons, along with a review and acknowledgement of the new Vaccine Management Plan and the new VFC Refrigerator and Freezer Temperature Logs. The “Monitoring Storage Unit Temperatures” and “Storing Vaccines” lessons have been updated to reflect new requirements and recommendations; therefore, you must complete the lessons and may not test-out. If you took the “VFC Program Requirements” and “Conducting a Vaccine Inventory” lessons in the previous year with a passing score and also received a passing score on this year’s Pre-lesson Check, you will have the option to skip the lesson (test-out) or take it again refresh your knowledge.

Refer to the table below for the required lessons for each of the key practice staff. Keep in mind that staff will need to set aside a couple of hours during January in order to complete all required lessons.

Legend: ✓ = Required Lesson		Start Date	Key Practice Staff			
			Vaccine Coordinator	Backup Vaccine Coordinator	Provider of Record	Provider of Record Designee
Lessons	VFC Program Requirements *	January 2018	✓	✓	✓	✓
	Storing Vaccines <i>(NEW)</i>	January 2018	✓	✓	✓	✓
	Monitoring Storage Unit Temperatures <i>(NEW)</i>	January 2018	✓	✓	✓	✓
	Conducting a Vaccine Inventory *	January 2018	✓	✓	Encouraged	Encouraged
Review & Acknowledge	Refrigerator and Freezer Temperature Log <i>(NEW)</i>	January 2018	✓	✓	✓	✓
	Vaccine Management Plan <i>(NEW)</i>	January 2018	✓	✓	✓	✓

*Test-out option available

INFORMATION YOU WILL NEED

Most of the information you will need to complete your 2018 VFC Recertification will already be preloaded in the online system. However, you will still need to review the information and make any necessary updates or corrections. Use the 2018 Recertification Worksheet to gather the following information ahead of time to help the process go smoothly.

- **Practice Profile**
 - Your practice's profile information, including your shipping address and delivery days and times.
 - If your practice participates in an immunization information system or immunization registry, such as California Immunization Registry (CAIR), San Diego Immunization Registry (SDIR), or Healthy Futures (RIDE), you will need your practice's registry ID.
- **Key Practice Staff**
 - The names, emails, and direct phone numbers of your practice's Vaccine Coordinator, Backup Vaccine Coordinator, Provider of Record, and Provider of Record Designee.
 - The current and valid medical license number and National Provider ID (NPI) number for your practice's Provider of Record and any other healthcare providers in your practice with vaccine prescription-writing privileges.
- **Vaccine Storage and Temperature Monitoring Equipment**
 - Brand, model, type, and grade of your refrigerator(s) and freezer(s).
 - Unit location/ID for each vaccine storage unit. Assign a different identifier for each unit (e.g., "back office/refrigerator 1"). Make sure to label the outside of the unit with its assigned ID.
 - Type, model, serial number, and calibration expiration dates for primary and backup digital data loggers used in vaccine storage units.
- **Patient Population**
 - Estimated number of VFC and non-VFC eligible children to be immunized during 2018 based on your patient population of the preceding year, as well as the sources of data used to formulate your estimates (billing information, CAIR usage reports, Electronic Health Record (EHR) usage reports, VFC usage logs, or other sources).
- **Health Care Providers with Prescription-Writing Privileges**
 - Providers with prescription-writing privileges who will administer VFC vaccines. Include only those who possess a medical license or are authorized to write vaccine prescriptions (e.g., MD, DO, NP). You will need their NPI number and medical license number to complete this information.

- Locate NPI numbers through the National Plan & Provider Enumeration System (NPES) website:
<https://nppes.cms.hhs.gov/NPPESRegistry/NPIRegistryHome.do>
- Verify license numbers through the California Department of Consumer Affairs website:
<https://www.breeze.ca.gov/datamart/loginCADCA.do;jsessionid=6CAB34DB1E80CDCA5D0ACE1A8331DB20.vo19>.

If you have any questions about the VFC Recertification process, please contact the VFC Program at 1-877-2GET-VFC (1-877-243-8832).

Enclosure: 2018 VFC Recertification Worksheet