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TO: Vaccines for Children (VFC) Providers

FROM: Claudia Aguiluz  
Chief, Vaccine Management and VFC Program Section

SUBJECT: 2012-2013 Seasonal Influenza Vaccine Ordering Instructions

In preparation for the 2012-2013 influenza season, the California Vaccines for Children Program has begun the initial ordering process for VFC-supplied flu vaccines. VFC's Online Flu Order Confirmation system is now available on [www.eziz.org](http://www.eziz.org). Provider influenza orders will be collected in advance of vaccine availability in order to process, and have them ready for fulfillment soon after vaccine supply becomes available this fall.

VFC has implemented some modifications for the 2012-2013 influenza season, based on the feedback received from the provider flu survey that was sent to all VFC providers earlier this year. Thank you for taking the time to provide your valued feedback.

This letter will provide details on accessing and confirming flu allocations for this season, as well as submission deadlines. The annual VFC flu letter for this season, which includes information on ACIP's recommendations, dosage and administration, storage and handling, and other important information, will be distributed at a later time.

#### ORDER CONFIRMATION TIMELINE

VFC's Online Flu Order Confirmation system will be available from **June 18 to July 18, 2012** for providers to log-in, review, modify, and submit confirmed vaccine allocations. **All confirmation of provider allocations must be submitted by July 18, 2012.** Unconfirmed allocations remaining in the system after the deadline, will be removed and released into a general vaccine supply available to all providers, on a first-come, first-served basis, during supplemental flu ordering.

#### SYSTEM ACCESS AND LOG-IN INFORMATION

As with last flu season, providers may access VFC's Online Flu Order Confirmation System at [www.eziz.org](http://www.eziz.org) and selecting the "Flu Order Confirmation" icon. Providers will need their VFC Provider Identification Number (PIN) and practice's Zip Code to log in. Once logged in, providers may review and update the practice's contact information and access influenza allocations.

## VACCINE ALLOCATIONS

### Allocated Influenza Vaccine Doses

The total doses of influenza vaccine allocated to each actively enrolled provider are based on:

- 1) The total doses received by the practice during the preceding flu season and,
- 2) VFC vaccine supply expected this season.

Sites without a history of influenza vaccine distribution in the preceding year (i.e., newly enrolled providers) will have limited allocations based on selected pediatric vaccine distribution. Providers may contact the VFC Customer Service Center or a Field Representative if the practice's population has significantly increased since the enrollment date.

### Supplemental Ordering

If additional doses are needed in excess of allocation, providers will have the opportunity to request additional doses during supplemental ordering later in the season.

### Reviewing, Modifying, and Confirming Allocated Doses

Providers must confirm allocated doses by **July 18<sup>th</sup>, 2012**. Unconfirmed allocations after July 16<sup>th</sup>, 2012 will be removed from the system and made available for general ordering during our supplemental ordering period.

There are four simple steps to complete this process:

- 1) **Review of practice information and shipping address.**  
Upon log-in, practices will be prompted to review this information and make any changes as necessary.
- 2) **Review and modification of allocations.**  
An allocation table displays total allocated flu doses for VFC-eligibles in two age groups and indicates specific brand allocation breakdowns. Please review information and edit as necessary for each age group. The system will allow you to either confirm your allocations or reduce doses for each age group.
  - Children 6-35 months of age. Confirm doses for this age group by entering allocated doses (or desired lesser amount) in the last column of the allocation table. Doses requested cannot exceed total allocation for this age group.
  - Children 3-18 years of age. Confirm doses and brand allocation breakdown for this age group by entering allocated doses (or desired amount) within each brand in the last column of the allocation table. Providers may increase or decrease doses within each brand, as long as the total doses requested among the 3 brands do not exceed the TOTAL age group allocation.

**NOTE:** When confirming your brand allocations, keep in mind that FluMist<sup>®</sup> (MedImmune) doses can also be used in healthy children two years of age and older. Preservative-free

Fluarix® (GSK) is only available in single-dose pre-filled syringes. Keep your vaccine storage unit's available space in mind when selecting this product.

**3) Preview confirmed allocations.**

A preview page will display total doses that you have confirmed for the each of the two age groups. The preview page will also display the clinic's brand allocation breakdown request. If you need to make any changes, you may go back using the "back" button to adjust your numbers.

**4) Submit your request and receive instant confirmation for your records.**

If no changes are necessary when you preview your allocations, click the "submit" button to submit the request to VFC. The system will generate an instant confirmation to print for the clinic's records. It will also e-mail a confirmation to the clinic's provider of record and order contact person.

**IMPORTANT:** VFC will review allocation requests and will modify and approve them based on available vaccine supply. VFC will email the final approved brand allocation requests for your practice in late July. The brand allocation information submitted this season will also be used for pre-booking the state's overall influenza vaccine supply for the 2013-2014 season.

All confirmed allocations will remain in the queue until vaccine supplies are received at VFC's national vaccine distributor. VFC will notify all providers via fax and email when products are received and delivery of approved orders begins.

**2012-2013 VFC INFLUENZA PRODUCTS**

Similar to last flu season, overall doses of flu vaccine in multi-dose flu vials have been reduced and doses of preservative-free (single-dose syringe) products have increased. This shift in vaccine supply is reflected in provider allocations.

Products shipped to VFC providers may vary, depending on supply availability and approved brand allocation breakdown for each clinic. Below is a listing of all influenza products that may be received by providers.

Brand	Manufacturer	Packaging	Age Group Indication
Fluzone® PF Pediatric Dose	Sanofi Pasteur	10 pack – single dose syringes	6-35 months
Fluzone®	Sanofi Pasteur	10 dose vial	3-18 years (including pregnant teens)  FluMist may be used in healthy children 2-18 yrs.
Fluarix® PF	GlaxoSmithKline (GSK)	10 pack – single dose syringes	
FluMist, Live, Attenuated Intranasal Vaccine	MedImmune	10 pack – single dose spray	

**NOTE:** Age group indications differ from the product's insert indications. Age indications listed above are based on VFC eligibility criteria. Products and doses available are for the immunization

of VFC-eligibles under 19 years of age only. Doses of VFC-supplied influenza vaccine CANNOT be used in non-VFC eligible patients.

### **VACCINE SHIPMENTS**

Influenza vaccine supplies for all different manufacturers traditionally arrive at VFC's national vaccine distributor in multiple shipments throughout the season. Therefore, it is likely that providers will also receive allocated vaccine supplies in multiple shipments. Shipments of flu vaccines to your practice will be tracked on your MyVFCVaccines account. Log into your account to view your shipping history and shipping logs.

Once VFC has shipped your clinic's initial shipment, our system will keep track of the remaining balance in your allocation. VFC will automatically ship doses to your practice as vaccine supplies become available.

VFC will notify you via FAX and email when products are received at VFC's vaccine distributor and delivery of approved orders begins. Weekly supply and order processing updates will be posted on the Vaccine Order Status page on [www.eziz.org](http://www.eziz.org).

### **RETURN OF UNUSED VIALS OF INFLUENZA VACCINE RECEIVED 2011-2012**

All doses of influenza vaccine received during the 2011-2012 flu season will expire on June 30<sup>th</sup>, 2012 (except FluMist doses which may have an earlier expiration date). VFC providers must remove all expired inventory from their vaccine storage unit and return all expired or spoiled influenza doses (including vials, syringes, and nasal sprayer packages) to VFC's national vaccine distributor, McKesson Specialty.

To return vaccines:

- 1) Complete a VFC Return and Transfer Form on-line on [eziz.org](http://eziz.org)
  - a. Click on the MyVFCVaccines icon on [eziz.org](http://eziz.org) and log in with your VFC PIN and zip code
  - b. Click the Transfer/Return button to access the form
  - c. Complete all fields of the form. At the bottom, indicate how many shipping labels that you will need to return all expired or spoiled doses.
  - d. Preview the information that you have submitted
  - e. Click Submit to submit the form to VFC. The shipping labels you requested will be sent to your practice within 7 days.
  
- 2) Print and enclose a copy of your completed VFC Return and Transfer form in the package with the expired vaccines you are returning. When returning your vaccines, please keep doses in their original packaging and use a container in which you receive your normal vaccine shipments. Clearly label the outside of the shipping container "Non-viable vaccine enclosed".

## **QUESTIONS?**

If you have any questions, please call your VFC Field Representative or the VFC Program at: 877-243-8832 (877-2GET-VFC). You can also visit our website at [www.eziz.org](http://www.eziz.org).

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