

## What is the Vaccines for Children Program?

- The Vaccines for Children (VFC) Program is a federal entitlement program that began October 1, 1994. This program supplies vaccine to participating providers.
- The goal of the VFC Program is to assure that no child is denied immunization services because of inability to pay for the vaccine.
- Under this program, all children 0 through 18 years of age are eligible for VFC vaccine if they are:
  - Enrolled in Medicaid,
  - American Indian or Alaskan Native,
  - Have no health insurance, or
  - Have insurance that does not cover the cost of vaccines.
- The VFC Program allows children to stay in their medical homes for the basic preventive health service of vaccination.

### Vaccines for Children Program Requirements

- Offer the vaccine to VFC-eligible children at no charge, charge no more than \$13.89 per dose for administration, for non-Medicaid patients, and ensure that no VFC-eligible child is denied a vaccination because of the parents' inability to pay the administration fee.
- VFC-eligible children include children from birth through 18 years of age in the following categories:
  - Children enrolled in Medicaid
  - Children who do not have health insurance
  - Children who are American Indian or Alaskan Native, or
  - Children who have health insurance that does not pay for vaccines (the underinsured).
- Participate in provider site visits.

### Vaccine Administration

- Follow Advisory Committee on Immunization Practices (ACIP) recommendations for vaccine administration, scheduling, dosage, and contraindications, specifically:
  - Do not administer vaccine in the buttocks,
  - Do not administer MMR or varicella vaccines prior to 4 days before the first birthday,
  - Follow recommended minimum intervals between doses of vaccine,
  - Ensure vaccine is given only in the appropriate site (e.g., MMR and varicella SQ).
- Give the appropriate Vaccine Information Statement (VIS) to the vaccine recipient or to the recipient's parent or legal representative prior to administration of each dose of vaccine.

### Record Keeping

- Maintain records in accordance with the National Childhood Vaccine Injury Act, which requires in the vaccine recipient's permanent medical record (or in a permanent office log or file) the following information:
  - Date the vaccine was administered,
  - Manufacturer and lot number of the vaccine,
  - Name, address and title of the person administering the vaccine

- Date Vaccine Information Statement (VIS) given to parent/guardian
- Document the VFC eligibility status of each child immunized and maintain a record of the VFC eligibility for a period of 3 years. This information may be maintained in OSIIS.
- Report adverse events following vaccination completely, accurately, and promptly on VAERS forms.

## Vaccine Management & Storage

- Order vaccine in appropriate amounts and update provider profile annually.
- Conduct a physical inventory of VFC vaccines monthly.
  - OSIIS users – reconcile with inventory in Oklahoma State Immunization Information System (OSIIS)
  - If not an OSIIS user, record on monthly *Inventory & Doses Administered Report* forms
- Submit monthly *Inventory & Doses Administered Reports* for vaccines supplied by VFC, if not using OSIIS. Since 95% of all VFC providers use OSIIS, this form is not included in this packet but will be provided to you during your orientation visit.
- Place a working thermometer in all refrigerators and freezers where VFC vaccine is stored.
- Check temperature of refrigerators and freezers twice daily and record on a log. **Dickson** graphic thermometers will be provided by the Immunization Service at no charge to VFC providers upon request, as available.
- Store VFC vaccines on shelves of refrigerator only, not in doors.
- Arrange vaccines so short dated vaccines will be used first.
- Store MMR and varicella vaccine vials inside the original box with the top and sides closed to prevent exposure to light.
- Label VFC vaccines and keep separate from privately purchased vaccine.

## Benefits of Being a Vaccines for Children Provider

- **FREE VACCINE** to eligible patients.
- **ADMINISTRATION FEES** are allowed, but the charge may not exceed the regional fee cap of \$13.89 per dose, for non-Medicaid patients, and you may not deny vaccine to your VFC-eligible patients due to inability to pay administration fees.
- **DECREASED RATES** of vaccine-preventable diseases in Oklahoma. Your active and enthusiastic participation in this program will bring up Oklahoma's low immunization rates and protect our children from disease.
- **OSIIS ACCESS.** Oklahoma's registry, OSIIS, is available at no charge. This system will generate orders, track children due or past due for vaccination, and keep your staff from doing more paperwork!
- **INFORMATION ACCESS.** As a VFC provider you have access to Oklahoma Immunization Service staff members to provide education in immunization technique, administration, vaccine handling, vaccine storage, and understanding the immunization schedule. Staff members can also install CoCASA (Comprehensive Clinic Assessment Software Application) and train your staff to use this program. CoCASA is a program to help you assess and increase your immunization rates.

## What is the Oklahoma State Immunization Information System (OSIIS) and How Do I Use It?

- OSIIS is a statewide immunization registry that Oklahoma began using in 1995. It is designed to collect and maintain accurate, complete, and current immunization records for the entire population of Oklahoma, but the main emphasis has been children's records.
- Any physician or clinic that provides immunization through the VFC program may access OSIIS to determine what vaccines are needed and record any vaccines given. Not every VFC provider is on OSIIS, so children going to those providers will not have a current record in OSIIS.
- Providers must record immunizations in OSIIS within one week of administration. All records entered into OSIIS should be recorded accurately and completely.
- OSIIS will generate orders and keep providers from filling out and sending in monthly *Inventory & Doses Administered Reports*.
- Log-on identifications and passwords protect patient confidentiality.
- OSIIS and Immunization Service staff provide training in the use of the registry.

### **How Does OSIIS Benefit My Practice?**

- OSIIS maintains an inventory of your VFC vaccine and automatically orders vaccine as quantity on hand falls below a certain level.
- OSIIS tracks adverse events to vaccine.
- OSIIS is a permanent medical record. You can print a shot record from OSIIS instead of hand writing the patient's records.
- OSIIS generates monthly mailing recall of children 5 years of age and younger who are due or past due for immunizations. Postcards refer parents to the physician or clinic that gave the last dose of vaccine.
- OSIIS provides a quick and easy means of assessing immunization levels using CASA, a software program developed by the Centers for Disease Control and Prevention.
- OSIIS saves time by being able to access shot records given at other participating providers. This reduces the number of calls your staff makes to other providers looking for vaccination records.
- OSIIS provides support staff to conduct initial training/installation and to answer any further questions through a help line.
- OSIIS is a permanent medical record. When parents lose their child's record, any participating provider can print off a copy of the shot record from OSIIS.

### **What is a Provider Site Visit?**

- Immunization Service staff routinely conduct quality assurance visits to ensure VFC program requirements are met and VFC vaccine is used and handled properly. These visits include:
  - Physically checking vaccine storage and handling,
  - Vaccine administration questions,
  - VFC screening and recording questions,
  - Review of patient charts and OSIIS records, and
  - Ensuring Vaccine Information Statements are given to the parents/caregiver.
- At the conclusion of the visits Immunization Service staff meet with clinic staff and report their findings. They may recommend an immunization in-service for your staff.

You may contact Immunization Service staff at any time for an in-service by calling (405) 271-4073 or by e-mailing [Immunize@health.ok.gov](mailto:Immunize@health.ok.gov).