

Attention VFC Providers – Important News!

Online Doses Administered Reporting Beginning Oct 1, 2011

Over the course of the next two years the Utah VFC Program will be working to implement several changes, under guidelines by the Centers for Disease Control and Prevention (CDC), to improve the VFC Program.

To accomplish many of these CDC requirements, the Utah VFC Program will be utilizing our resources through the immunization registry USIIS (Utah Statewide Immunization Information System).

The first change involves submission of the VFC Quarterly Doses Administered Report electronically. **Beginning Oct 1, 2011**, with the submission of the 3rd quarter 2011 report, **ALL VFC providers must submit their VFC Quarterly Doses Administered Report online**. The online submission will be done through a Doses Administered Reporting application using the USIIS platform. In accordance with associated security guidelines, access to the reporting application is required.

VFC Providers who are current USIIS users will access the Doses Administered Reporting application in the same USIIS location as used in the past. With the new reporting application users will no longer need to print and fax the report.

VFC Providers who are not current USIIS users will need to set up an account, and obtain a username and password in order to log in directly to the reporting application. To gain access to the Doses Administered Reporting application:

- Identify individuals responsible for submitting the VFC Quarterly Doses Administered Report.
- Each individual requiring access to the reporting application must complete the attached Request for Access form and send to the Utah VFC Program at immunize@utah.gov or fax to 801-538-9440.
- Request for Access forms must be received and approved before provider staff will be able to submit the VFC Quarterly Doses Administered Report.
- Staff will be notified of their access approval and provided documentation regarding how to use the Doses Administered Reporting application.

Third quarter reports are due by Oct 15, 2011. Reports must be submitted online, faxed copies will no longer be accepted.*

Vaccine accountability in the VFC Program is one of CDC's highest priorities. VFC providers are responsible to account for all publicly funded vaccine distributed to your facility. Providers may be held financially responsible for any unaccounted for VFC vaccine. Doses administered reporting is a key component to vaccine accountability. It is very important reports submitted for a facility accurately reflect the number of doses administered to patients.

In addition, vaccine must be ordered appropriately based on need according to provider data. Utah VFC provider's vaccine orders are reviewed and processed based on provider profiles, doses administered, and inventory data. The amount of vaccine a VFC provider is allowed to order at any one time is directly related to the amount of vaccine used as reported in the VFC Quarterly Doses Administered Report. Vaccine orders may be affected by the accuracy of the data contained in your reports.

* As a reminder, vaccine orders will be held if your facility is missing 2 or more quarterly reports within a 2 year period.

