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Memorandum

To: Vaccine Providers

From: Robert Morrison, Vaccine Manager, Immunization Program
Lois Ciccone, VFC Coordinator, Immunization Program

Date: December 2016

Subject: MDPH Immunization Program - **2017 Enrollment**

In order to continue receiving vaccines from the Massachusetts Department of Public Health (MDPH) Immunization Program/Vaccines for Children Program (VFC), providers are required to re-enroll on an annual basis. This year the enrollment period will begin December 5, 2016 and end January 6, 2017. All providers must re-enroll on-line using the Massachusetts Immunization Information System (MIIS). If your site is registered but you are not an authorized user of the MIIS, please contact the MIIS Helpdesk for questions at 617-983-4335 or miishelpdesk@state.ma.us.

Continued enrollment in the MDPH Immunization Program/VFC Program will enable providers to continue receiving vaccines free of charge from the state. Currently, the MDPH provides all routinely recommended childhood vaccines universally to all children and adolescents through 18 years of age regardless of insurance status except for meningococcal B (MenB) vaccines. MenB vaccines are currently available only for specific high-risk individuals 10-18 years of age and may be considered for VFC-eligible 16-18 years olds (see Childhood Vaccine Availability Table).

Use of VFC vaccine for individuals that do not qualify for the VFC Program constitutes fraud and abuse and is punishable by law (Medicaid regulation: 42 CFR §455.15). Please keep your privately purchased vaccines separate from the state-supplied vaccines.

Reporting Vaccine Storage Units Information

New to the enrollment process this year is the reporting of vaccine storage unit information. On the first tab of the Enrollment there are new fields to collect this information. At the bottom of the page, providers will need to click on the *Add a New Unit* button for each vaccine storage refrigerator and freezer at their site. Each time the *Add a New Unit* button is selected a box will appear on the screen with the following items:

- Description – Enter free text to name the particular unit (i.e. Bulk, or Pedi Clinic, or Exam Room, etc.)
- Category – Drop down option of Refrigerator or Freezer
- Type – Drop down option of Stand Alone or Combination
- Grade – Drop down option of Commercial/Household or Pharmaceutical

Please see the accompanying Quick Reference Guide for additional instructions on using this new feature.

Going forward, you will be able to identify these units when uploading your temperature logs prior to placing your vaccine orders.

MDPH requires all pediatric practices (any site that administers at least some vaccines to those under 19 years of age, except sites that only administer flu vaccine) to have pharmaceutical grade refrigerators for all primary vaccine storage units in their facility. A primary storage unit is defined as your bulk vaccine storage unit where the largest quantity of all formulations of state-supplied vaccine are stored; larger practices may have multiple primary storage units. Stand-alone freezers that are not pharmaceutical grade will still be acceptable.

Please note, beginning January 2018, MDPH will require all vaccine storage refrigerators (primary and secondary) to be pharmacy grade.

VFC Compliance Training

If you wish to continue participating in the MDPH Immunization Program/VFC Program, you must do the following:

1. Complete the Provider Re-enrollment process on-line by **January 6, 2017**.
2. Ensure that at least one individual at your practice has received a VFC Compliance and Storage and Handling training and received a certificate during 2016. You may take this required training online [here](#).

If the re-enrollment process is not completed by **January 6, 2017**, you will be unable to receive state-supplied vaccine after this date.

Please note that the Guidelines for Compliance (Section A-6) reference the Vaccine Restitution Policy that has been in effect since January 1, 2011. This policy requires providers to provide restitution, in the form of privately-purchased replacement vaccine, for any doses of federal or state-purchased vaccines that have been lost due to the provider's failure to properly receive, store, or handle vaccine inventory, under the following conditions: it is the 1st incident and the total loss is over \$10,000; it is the 2nd incident (or greater) regardless of total value; it is due to a failure to immediately open a vaccine shipment from McKesson or Merck resulting in damaged vaccine regardless of total value; or it is due to a failure to store refrigerated vaccine in a refrigerator or store frozen vaccine in a freezer.

Attached you will find:

- (1) Guidelines for Compliance with Federal Vaccine Administration Requirements
- (2) Vaccine Restitution Policy
- (3) SOP for Vaccine Management
- (4) Quick Reference Guide - Provider Enrollment
- (5) Email on Annual Training Required for All Vaccine Coordinators and Back Ups

If you have any questions about re-enrolling or other aspects of the MDPH Immunization Program/VFC Program, please contact the Vaccine Management Unit at (617) 983-6828.