



Wisconsin
Department of Health Services

Vaccines for Children Program (VFC) Spring 2017 Update

Jackie Nelson, Supervisor
VFC/Vaccine Management Unit

Lynette Hanson
VFC Coordinator

May 2, 2017



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Staff Changes

- Lynette Hanson was promoted to the VFC Coordinator position in January 2017.
- Still contact Lynette regarding vaccine issues.
- Vacant position (vaccine manager) will be filled this summer.



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Annual Re-enrollment

- The re-enrollment period for 2017 is April 3 through May 12, 2017.
- Providers who do not complete the annual re-enrollment will be suspended and cannot place orders for vaccine until the re-enrollment is complete..



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Annual Re-enrollment (cont)

- As of this morning, around 75% have completed the re-enrollment for 2017.
- If you have any technical issues, contact the WIR Help Desk at 608-266-9691.
- The signed agreement must be faxed to 608-267-9493 by close of business on May 12.



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Data Loggers

- Data loggers will be required beginning January 1, 2018.
- No extensions will be allowed.
- The back-up “thermometer” must be a data logger
- Providers who do not have a data logger in place will be suspended from ordering vaccines



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Date Logger Requirements

- CDC and Wisconsin Immunization Program require that data loggers include the following characteristics:
- Continuous monitoring of information and recording capabilities where the data can be routinely downloaded
- Active display that can easily be read from outside the unit
- Digital thermometer with an external probe in a glycol-filled (or similar buffered solution) bottle



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Data Logger Requirements (cont)

- Alarm for out-of-range temperatures (best practice would be to have an audible alarm, not just a light)
- Capability of showing the current temperature, as well as minimum and maximum temperatures, which indicate the coldest and warmest temperatures recorded since last reset



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Data Logger Requirements (cont)

- Accuracy within $\pm 0.5^{\circ}\text{C}$ ($\pm 1^{\circ}\text{F}$)
- Low battery indicator
- Memory storage for at least 4,000 readings
- For accurate measurement, the Wisconsin Immunization Program strongly recommends setting the data logger to record temperatures every 30-60 minutes



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Recording Temperatures

- If the electronic system/data logger does not allow for an electronic mark (dimple) (i.e., initials or name of person who assessed the temps), you will be required to use a paper log (i.e., temperature log).
- You may also create a document to just record the time and date and initials of the person checking the temperature.



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Calibration of Data Loggers

- Data loggers must be calibrated/recalibrated according to the manufacturer's information.
- If there is no expiration date, then your data logger must be recalibrated every two years.
- Data loggers must be re-calibrated at an accredited laboratory.



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Ordering Vaccine

- Before placing your order, verify stock on hand and update your inventory in WIR.
- Vaccine orders should be placed no more than once every four weeks.
- If you need to order one vaccine, check your stock and order anything additional that will be needed.
 - Too many are ordering one vaccine this week and another the following week



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Ordering Vaccine

- All discrepancies must be reported within one hour of receipt of your vaccine(i.e., packing slip and vaccine don't match)
- Your order will be denied if it appears that your inventory has not been updated or you have unaccepted transfers in WIR.



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Storage and Handling Requirements

- Wisconsin does require that all VFC providers keep vaccine in their original packaging or use amber bags. If you are breaking up a box and using amber bags you must label as follows:



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Storage and Handling (Cont)

- NDC # from the box
- Lot number
- Expiration Date



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Influenza Vaccine for 2017-18

- Prebook was in January, 2017
- This vaccine will start to ship as soon as it becomes available.
- It may come in several shipments until we reach your requested numbers.



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Influenza Vaccine for 2017-18

- If you returning a significant amount from the 2016-17 Season, consider reducing your order for 2017-18.
- Email vfc@wisconsin.gov with the change
- Include name, address and VFC Pin #



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Question: What should I do when I have a temperature excursion?

Answer: Take immediate action and follow the steps below.

Step 1. Protect the viability of vaccine from further temperature excursions. Refer to your vaccine management plan. If appropriate, move vaccine to a working storage unit and mark "Do not use".

Step 2. Address the cause of the excursion: If the unit malfunctioned, contact a repair service. If human error occurred, provide appropriate training to prevent error from happening again.

Step 3. Contact vaccine manufacturer and request a Determination Report.

Step 4. Email the Determination Report to vfc@wi.gov and 'CC' your Regional Immunization Advisor. In the email include:

- * Your VFC PIN
- * A summary of the event
- * An explanation of how to prevent future excursions

Step 5. According to the manufacturer's Determination Report, is the vaccine viable (usable)?

If "Yes"

If vaccine is determined to be viable (usable) by manufacturer, return vaccine to the original storage unit and continue vaccinating as usual.

If "No"

If vaccine is non-viable (not usable), follow VFC vaccine return guide lines found:
<https://www.dhs.wisconsin.gov/immunization/resources.htm>



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Returning Vaccine

- A new “fillable” form was approved and is on the Immunization Program Website.
- Instructions are the same. Complete the form, print it and then fax, scan, and send via email (vfc@wi.gov)
- Immunization Program Website:
<https://www.dhs.wisconsin.gov/immunization/resources.htm>



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Returning of State Supplied Vaccines

- Please allow 3-4 weeks for the program to process your return.
- You will receive a confirmation email when your return is processed with your return identification number.
- Please do not submit your request more than once.



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Restitution Policy

Vaccine will be required to be replaced dose for dose when there is a loss due to negligence. For example, (list is not inclusive)

- Leaving vaccine out at room temperature
- Not storing vaccine upon arrival from distributor
- Not assuring that storage unit doors are closed at the end of the business day
- Ordering the wrong vaccine (ie, menveo vs menactra)



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Restitution Policy

- Providers must do the following:
 - Contact manufacturer of each vaccine
 - Request a determination report on the viability
 - If nonviable, provider is responsible for purchasing and replacing dose for dose
 - All non-viable vaccine must be returned to McKesson following return guidelines



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Restitution Policy

- Providers must send a written report that contains the following:
 - How the incident happened
 - Copies of the determination reports from manufacturers
 - Process change to prevent future loss
- Right to appeal



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Restitution Policy

- All enrolled VFC sites are required to sign
- Print a copy from our website
<https://www.dhs.wisconsin.gov/immunization/index.htm>)
- Click on VFC
- Under "For Health Professionals", click on "Vaccine Restitution Policy"



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Restitution Policy (cont.)

- Complete the form, sign, and return
- Email to vfc@wi.gov
- Fax to 608-267-9493
- Email announcement will be sent with instructions later this month
- Due no later than June 30, 2017



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2017 Required Training

- For 2017, we will not be having a webinar or onsite trainings.
- All VFC Primary Coordinators and Backup Coordinators (including satellite sites) will be required to view two modules in the CDC “You Call the Shots” series
 - Storage and Handling Module
 - VFC Module



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2017 Required Training

- You can complete this training any time that works with your schedule between June 1 and September 1, 2017.
- Instructions will be sent via email by June 1, 2017.
- Must be completed by September 1, 2017.
- Certificate must be emailed to VFC Program and include your VFC Pin #.



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2017 Required Training

- Unlike previous years, each site must complete the training and submit the certificate with the VFC Pin Number.
- Do not submit certificates until both modules are complete by both the primary and backup coordinators.



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2017 Required Training (cont.)

- For your records, keep a list of all participants (per site) that viewed the modules .
- You will be required to provide this during a VFC Site Visit or Unannounced Site Visit.



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VFC Going Green!

- The VFC Program is no longer sending hard copies of information (letters, announcements, etc).
- Information will be sent using GovDelivery (Granicus).
- If you haven't been receiving these messages, send an email to jackie.nelson@wi.gov
- If you think you are already on the list to receive these emails, check your spam/junk mail
- If you are part of a large system, ensure you can receive group emails.



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Notifying VFC of Change to Staff

To assure the right people are receiving VFC Updates, please send the following information to vfc.wisconsin.gov when a primary or backup coordinator changes:

- VFC Pin Number
- Email of person no longer in the position
- Email of replacement
- New form will be coming soon



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Change of Staff (cont)

- First and foremost, it is a requirement that you notify the VFC Program of any changes in contact information
- We want to keep our distribution list clean by removing old email addresses and adding new staff



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Help Is Just A Phone Call Away

- If you have never been involved in a site visit and would like additional education on the VFC Program, we can provide that service.
- Immunization Program Staff are available to provide an in-service for new staff.



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VFC Contact Information

- Jackie Nelson, Supervisor, Vaccine Management Unit, jackie.nelson@wi.gov
- Lynette Hanson, VFC Coordinator, lynette.hanson@wi.gov
- New VFC Email Address: vfc@wi.gov



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Southeastern Region

- Cathy Edwards, cathy.edwards@wi.gov
- Jacqueline Sills-Ware, jacqueline.sillsware@wi.gov
- Kristin Weber, kristin.weber@wi.gov
- Karen Stewart, karenA.stewart@wi.gov



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Northeastern Region

- Susan Nelson, susanL.nelson@wi.gov
- Fallon Mercier, fallon.mercier@wi.gov



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Southern Region

- Wilmot Valhmu, wilmot.valhmu@wi.gov
- Alexandria Cull, alexandria.cull@wi.gov



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Western Region

- Jim Zanto, james.zanto@wi.gov



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Northern Region

- Position currently vacant and interviews are scheduled in May. We hope to have the position filled by summer!
- A notice will be sent when the position is filled announcing the name/phone number, etc.



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Central Office

- Jackie Nelson, jackie.nelson@wi.gov
608-266-1506
- Lynette Hanson, lynette.hanson@wi.gov
608-267-5148



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THANK YOU