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Maine Immunization Program
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To: Maine Immunization Providers

From: Maine Immunization Program

Subject: **NEW** VFC Provider Educational Requirement

Date: December 20, 2013

The Centers for Disease Control and Prevention (CDC) has added a new vaccine management educational requirement for all Vaccines for Children (VFC) enrolled providers, effective January 1, 2013. The CDC now requires that employees of VFC-enrolled provider sites be trained in best practices for vaccine storage and handling upon hire and on an annual basis thereafter. The primary and secondary vaccine coordinators are required to complete the educational requirement; however, the Maine Immunization Program (MIP) strongly encourages all staff involved with vaccine storage and handling to participate as well.

If your site participated in a VFC site visit this past calendar year, your requirement for 2013 has been met. If your site did not receive a VFC visit and your Vaccine Coordinator and Secondary Vaccine Coordinator have not completed these trainings, your time is running out.

These trainings must be completed by 12/31/13.

CDC has developed two on-line modules (both modules together count as one educational requirement) available at:
<http://www.cdc.gov/vaccines/ed/>

- VFC Requirements You Call the Shots
- Storage and Handling You Call the Shots

In order to fulfill your VFC provider site educational requirement, you must do the following:

- Both the primary and secondary vaccine coordinators must complete both You Call the Shots modules
- Print the certificates of completion (2 for each person) **or** Print the last page of trainings containing the confirmation information, making sure the employee name and facility PIN is written on all paperwork
- Fax a copy of all completed certificates to MIP at (207)287-8127 or 1-800-867-4775 ensuring that all documents sent includes an Employee Name and PIN for identification purposes
- Keep a copy on file (records must be kept for a minimum of 3 years)
- Certificates of completion are due to MIP no later than December 31, 2013.

Please be aware that this type of educational training will be required on an annual basis and/or when new employees are hired. Please notify MIP within 7 days if your facility has a change in a vaccine coordinator position.

In addition, MIP will no longer be supplying vaccine to facilities prior to the completion of the above educational requirement.

If you have any questions, please contact Jessica Demers or Jodi Dore at 207-287-3746 or email Jessica.Demers@Maine.gov.

Thank you for your dedication to keep the citizens of Maine free from vaccine-preventable diseases.

Sincerely,

Tonya Philbrick, BS, NCMA
Director
Maine Immunization Program