

## **Oregon Vaccines for Children Borrowing Log**

#### **Directions for use of borrowing log:**

When a provider has borrowed a vaccine from VFC stock to administer to a patient not eligible for VFC, or vice versa, the borrowing form must be **COMPLETELY FILLED OUT** for *each* borrowing occurrence with *each* vaccine listed on a separate row of the form. These borrowing logs must be kept as part of the VFC program records for 3 years and be made available to the VFC staff during the VFC Site Visit or upon request by the Oregon Immunization Program.

**Note**: Clinics cannot borrow state-supplied seasonal influenza vaccine for privately insured patients. Providers may use private stock seasonal influenza vaccine to vaccinate VFC eligible children if VFC seasonal influenza stock is not yet available. Those private stock doses used on VFC eligible children can later be replaced when VFC stock becomes available.

### For *each* borrowed vaccine a patient receives, all of the following must be documented:

- Vaccine name
- Patient's name OR unique patient ID
- Patient's date of birth
- Private or VFC dose borrowed
- Date vaccine borrowed
- Reason vaccine borrowed
- Date vaccine paid back to either VFC or Private stock

### Provider must sign to certify accuracy and compliance with VFC requirements.

### Replacement must be made within 90 days unless clinic can justify delay.

"I hereby certify, subject to penalty under the False Claims Act (31 U.S.C. § 3730) and other applicable Federal and state law, that VFC vaccine dose borrowing and replacement reported on this form has been accurately reported and conducted in conformance with VFC provisions for such borrowing and further certify that all VFC doses borrowed during the noted time period have been fully reported on this form."

Provider Name:	Provider Signature:	Date:
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# **Oregon Vaccines for Children Borrowing Log**

Vaccine	Patient Name or ID	DOB	Stock Borrowed	Lot # (Optional)	Date Borrowed	Reason Borrowed	Date Paid Back <sup>1</sup>
Example: ActHib	Jane Doe	11/8/17	Private	UI181AAC	1/20/18	8	2/2/18

#### **Reasons for Borrowing VFC Vaccine:**

- 1. Private vaccine shipment delay (vaccine order placed on time/delay in shipping)
- 2. Private vaccine not usable on arrival (vials broken, temperature monitor out of range)
- 3. Ran out of private vaccine between orders (not due to shipping delay)
- 4. Short-dated private dose was exchanged with VFC dose
- 5. Accidental use of VFC dose for private patient
- 6. Replacement of Private dose with VFC when insurance plan did not cover vaccine
- 7. Other Explanation Required

### **Reasons for Borrowing Private Vaccine:**

- 8. VFC vaccine shipment delay (order placed on time/delay in shipping)
- 9. VFC vaccine not usable on arrival (vials broken, temperature monitor out of range)
- 10. Ran out of VFC vaccine between orders (not due to shipping delays)
- 11. Short-dated VFC dose was exchanged for Private dose
- 12. Accidental use of Private dose for a VFC eligible patient
- 13. Other Explanation Required



<sup>&</sup>lt;sup>1</sup>Replacement must be made within 90 days unless provider can justify delay.