


VFC Site Visit

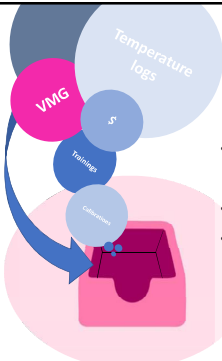
- Expect a full site visit will occur every 18-24 months
- The Primary VFC contact will be contacted by phone or email to schedule a date and time
- The site visit will take up to two and a half hours (2.5). Please block the time off to complete the visit with us.

DON'T PANIC



Before Your Site Visit

You will receive pre-visit email that outlines what items to gather



- Past three months of min/max temperature logs *and* continuous tracking graphs
- Vaccine Management Guide
- VFC vaccine administration fee
- Datalogger certificates of calibration
- Borrow logs since the last site visit
- Ensure circuit breakers are accessible
- Certificates of Completion for the online training modules on:
 - ✓ Preparing Vaccines
 - ✓ Administering Vaccines
 - ✓ Storing Vaccines
 - ✓ Oregon VFC Overview and Self-Assessment

Meet Your Site Visit Specialists!



Oregon Vaccine Stewardship

Prior to your visit, we run reports from ALERT that cover:

- Eligibility
- Data entry timeliness
- Accountability
- Inventory Deduction
- Borrowing Rates

These reports give us an overview of your clinic's compliance with VFC reporting and accountability requirements over the previous quarter.

CDC Site Visit Questionnaire

During the rest of the site visit we will ensure all federal VFC site visit requirements are being met.

- | | |
|-------------------------|--------------------------------|
| • Eligibility screening | • Vaccine Storage and Handling |
| • Administration fees | • Vaccine Information Sheets |
| • Documentation | • VAERS |
| • Inventory | |



Vaccine Information Sheets

- VISs should be given before every vaccination
- VISs must be up to date



Vaccine Information Sheets

Best Practice:

- Print VISs directly from the CDC website as you need them.

Secondary Option

- Keep pre-printed VISs in one location
- Don't keep a "Master Copy"
- Only print as many as you will use in a couple of weeks

Eligibility Screening

Staff who vaccinate must be familiar with **ALL** of the VFC eligibility categories and there must be a process in place to ensure all patients are screened for VFC eligibility.

- Age 0-18 (until the 19th birthday)
- Medicaid
- Uninsured
- Underinsured
- American Indian
- Alaskan Native



Eligibility Screening

Section 3: Vaccine eligibility, billing and documentation

Vaccine eligibility coding

VFC providers must have a working knowledge of VFC eligibility categories, billing practices and documentation procedures. Staff must screen patients for VFC eligibility at every visit and document specific VFC eligibility categories in the patient record for every vaccine given.

Private clinic PIR numbers begin with a "P". Public clinic PIRs begin with a "C" (per).

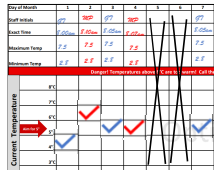
Age	Definition	Eligibility codes	Vaccine stock
0 through 18	OHP/Medicaid	M	VFC
	No insurance	N	VFC
	American Indian/Alaska Native	A	VFC
	Underinsured	F (FHCR/RHC only)	VFC
All ages	Privately insured children/adults on OHP or other insurance	B	Private
	OHP special projects (rarely used)	S	Special project

VACCINE MANAGEMENT GUIDE Page 5

Storage and Handling

Once-daily max/min logs must include:

- 1) Staff initials
- 2) Exact time checked
- 3) Max/min temperatures
- 3) Current temperature

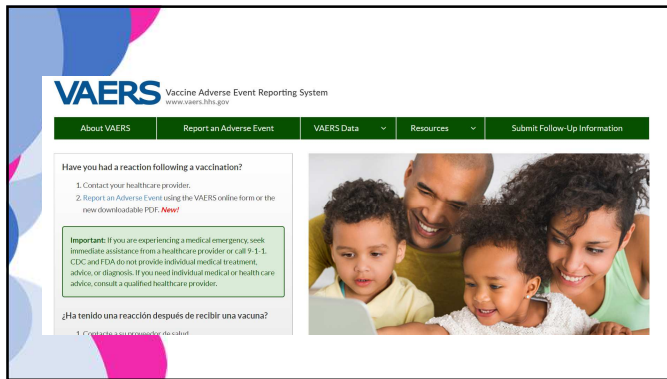


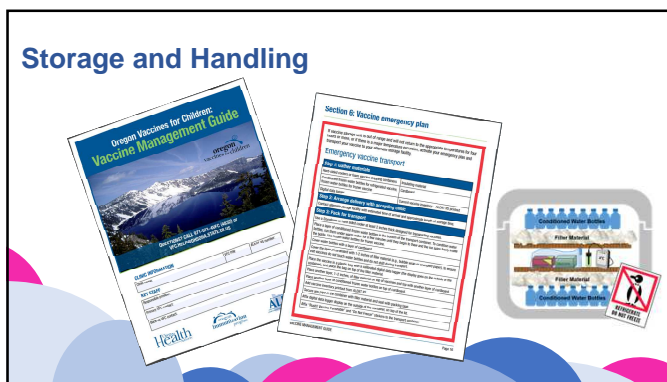
Documentation

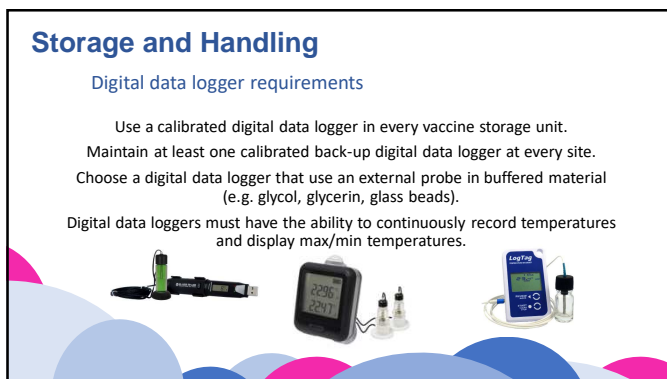
We will conduct a chart review to ensure all necessary information is being documented with every vaccine dose.

- Patient name and DOB
- VFC Eligibility
- Vaccination date
- Name, manufacturer and lot number
- VIS publication date/ Date given
- Name and title of the individual administering the vaccine
- Address of clinic where vaccines were administered









Storage and Handling

- Minimize confusion and exposure to light, keep vaccine in their boxes until needed. Work out of one open box at a time. Please note, CDC tracks lot numbers via the box, not the vial.
- Place thermometer probe in a central location.
- Clearly label storage bins.
- Water bottles to help reduce temperature fluctuation and block prohibited storage areas
- No food or drinks



Your Turn!

I never know when to update the VISs? It feels like they are always out of date!

That way you never have to worry about them being out of date!



