

VACCINE TRANSFERS

VFC/WYVIP PROVIDER TRAINING SERIES



WHAT IS A VACCINE TRANSFER?

- A vaccine transfer is when a limited number of doses of public stock vaccine is transferred from one WyVIP/VFC Provider to another VFC/WyVIP Provider with the approval of the Immunization Unit.
- A Provider to Provider Transfer
 - Involves a "Receiving Provider," and a "Sending Provider"





WHEN IS A VACCINE TRANSFER APPROPRIATE

- If there is a shortage in public stock vaccine due to an increase in patient demand.
- To prevent waste of short-dated vaccine.
 - For assistance in identifying providers to accept short-dated vaccine, submit a Short-Dated Vaccine Transfer Request no less than 3-6 months prior to expiration.



PROGRAM POLICY

- Vaccine Transfers must be created using the Wyoming Immunization Registry (WyIR).
- All vaccine transfers must be approved by the Immunization Unit.
- Approval must be received prior to the physical transfer of the vaccine.
- Providers should note that a vaccine transfer will not always be approved, especially in cases to replace wasted vaccine.



SHORT-DATED VACCINE TRANSFERS

- The following applies to the transfer of public vaccine that has been reported to the Immunization Unit using a Short-Dated Vaccine Transfer Request.
 - The provider that requests the transfer is responsible for the detailed arrangements and shipping costs related to the transfer.
 - Vaccine that has expired after a short-dated vaccine transfer remains the responsibility of the original Provider who requested the transfer.



RESPONSIBILITY IN SHORT-DATED VACCINE TRANSFERS

Commit to your health.

Sending Provider

- Completes the Short-Dated Vaccine Transfer Request.
- Arranges the details of the physical transfer with the Receiving Provider.
- Creates the Transfer Request in the WylR.
- Ensures the vaccine is packed/shipped correctly.
- Pays for shipping costs.

Receiving Provider

- Must "Receive" the approved Inbound Transfer in the WylR.
- Notifies the Sending Provider when the vaccine is delivered.



TRANSFERS DUE TO VACCINE SHORTAGE

- A vaccine transfer may be approved if a provider has a vaccine shortage before the next ordering cycle and cannot meet patient's vaccine needs.
- A vaccine shortage may occur when there is improper provider ordering, an increase in patient demand, order delays, or wasted vaccine.
- Once again, providers should note that a vaccine transfer will not always be approved, especially in cases to replace wasted vaccine.



RESPONSIBILITY IN VACCINE SHORTAGE TRANSFERS

Commit to your health.

Sending Provider

- Creates the Transfer Request in the WylR.
- Ensures the vaccine is packed and shipped correctly.

Receiving Provider

- Request Assistance from the Immunization Unit.
- Verifies approval of the transfer.
- Arranges the physical transfer.
- "Receives" the approved Inbound Transfer in the WylR.
- Notifies the Sending Provider when the vaccine is delivered.
- Covers shipping costs.



CREATING A VACCINE TRANSFER IN THE WYIR

*requires steps to be completed by both the sending and receiving providers.



WYOMING IMMUNIZATION REGISTRY (WYIR) HTTPS://WYIR.HEALTH.WYO.GOV/WYIR_WY/

Commit to your health.



Welcome to the Wyoming Immunization Registry (WylR) Web application.

Main
 Home
 Login

▶ Patient

- ▶ Vaccinations
- Job Queue
- Change Password
- Help

Version: 5.12.5.3



This web application allows enrolled users to conveniently search for patients in the Wyoming Immunization Registry and to view the patients' vaccination record. In addition, authorized users can add and edit patient records and vaccination records, as well as maintain facility, physician, and lot number data.

Valuable Links

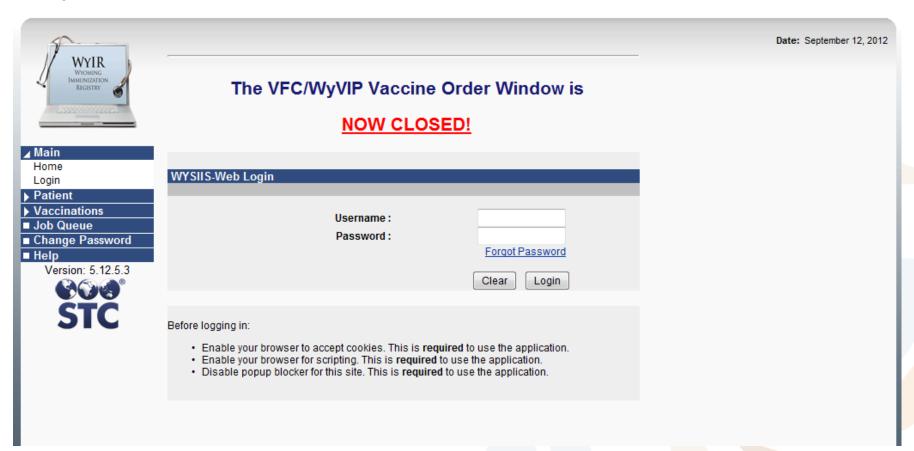
- Visit the American Immunization Registry Association homepage.
- Get the latest VIS statements from the <u>Immunization Action Coalition</u> homepage
- For the latest Immunization Schedule and more visit the <u>CDC</u> website.
- Check out the All Kids Count homepage.

Contact Wyoming User Services: Email: John.Anderson@Wyo.Gov Help Desk: 1-800 599-9754 Fax: (307) 777-7996 Date: October 5, 2012



LOGIN USING AN ASSIGNED USERNAME AND PASSWORD

Commit to your health.



Having trouble logging in? Call the WylR Help Desk at 1-800-599-9754



THE FOLLOWING STEPS ARE COMPLETED BY THE Sending Provider.





Wyoming CLICK ON "ORDERS/TRANSFERS" FROM THE MENU ON THE LEFT

Commit to your health.



Logged in: JUDE SERRANO

IRMS: TEST- CHEYENNE- 1015 (1001)

Welcome to the TEST (WylR) Web application.

This web application allows enrolled users to conveniently search for patients in the Wyoming Immunization Registry and to view the patients' vaccination record. In addition, authorized users can add and edit patient records and vaccination records, as well as maintain facility, physician, and lot number data.

- Visit the American Immunization Registry Association homepage.
- Get the latest VIS statements from the <u>Immunization Action Coalition</u> homepage
- For the latest Immunization Schedule and more visit the <u>CDC</u> website.
- Check out the All Kids Count homepage.

Contact Wyoming User Services: Email: John.Anderson@Wyo.Gov Help Desk: 1-800 599-9754@ Fax: (307) 777-7996@

Valuable Links

Home Logout

Main

Select Application Select IRMS

Select Facility Select VFC Pin

Document Center

▶ Favorites

▶ Patient

▶ Vaccinations

▶ Exec. Dashboard

▶ IRMS

▶ Facilities

▶ Physicians & Vaccinators

▶ Lot Numbers

▶ Orders/Transfers

▶ Reports

Settings

▶ Reminder Recall

▶ Imports

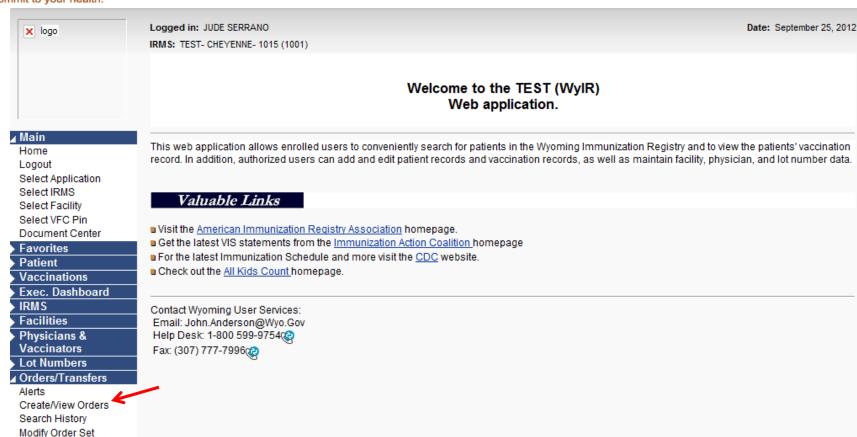
Date: September 11, 2012



CLICK ON "CREATE/VIEW ORDERS"

Commit to your health.

Cold Storage Provider Agreement

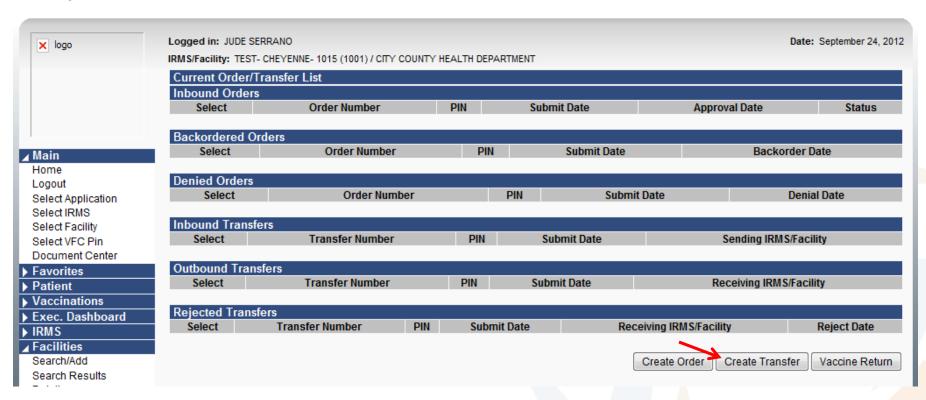


*completed by the sending provider



SELECT "CREATE TRANSFER"

Commit to your health.



*completed by the sending provider



CREATE THE TRANSFER

*completed by the sending provider

- 1. Select the Receiving Provider IRMS and Facility
- 2. Enter the "Transfer Quantity" next to the appropriate vaccine.
- 3. Click "Create Transfer"





THE TRANSFER IS NOW PENDING

- Once the transfer has been created it will show up in the "Outbound Transfers" section in the Sending Providers "Create/View Orders" Screen.
- Both Providers must then wait for the Vaccine Program to approve the transfer.

IRM S/Facility:	TEST- CHEYENNE- 101	5 (1001) / CITY	COUNTY HEALTH L	DEPARTMENT				
Current Or	der/Transfer List							
Inbound O	rders							
Select Order Number		PIN	St	ubmit Date	Approval Date		Status	
Backorder	ed Orders							
Select Orde		rder Number	er Number Pl		Submit Date	Backorder Date		Date
Denied Ord	ders							
Select	t	Order Number			Submit Date		Denial Date	
Inbound Tr	ransfers							
Select	Tran	sfer Number	PII	PIN Submit Da		Sending IRMS/Facility		
Outbound	Transfore							
		DIN	Cubmit Data			Desciving IDMC/F	acility	
Select	Transfer Number	PIN	Submit Date		Receiving IRMS/Facility			
>	1	1018	09/24/2012	TEST- CASPER- 1018 / NATRONA COUNTY PHN- 1018			1018	
Rejected T	ransfers							
Select	Transfer Nu	Transfer Number		ıbmit Date	Rec	Receiving IRMS/Facility		
						Create Order	Create Transfer	Vaccine Return7



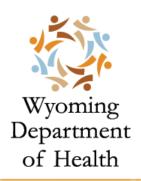
VACCINE PROGRAM APPROVAL

- Once the creation of the transfer is complete, the request will be sent to the Vaccine Program for final approval.
- When approved the vaccine transfer will become visible in the <u>receiving</u> provider's "Create/View Orders" window under Inbound Transfers.
- The physical transfer of the vaccine can now take place.



GUIDELINES FOR VACCINE TRANSPORT AND SHORT-TERM STORAGE

- These procedures for packing vaccine are intended to keep all vaccines (except frozen vaccine) within the recommended temperatures for 12 hours during transport and/or storage at room temperature (inside a car, building, etc.). It will also maintain recommended temperatures if the cooler is exposed to outside temperatures as low as -20°C for one of those 12 hours.
- If the vaccine will be stored in refrigerators after transport, be sure those refrigerators have maintained temperatures between 2°C and 8°C for at least 3-5 days.



ASSEMBLE PACKING SUPPLIES

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- Cooler. Use hard plastic Igloo-type coolers, or properly insulated containers. If shipping, attach a "Vaccines: Do Not Freeze" label to the cooler.
- 2. <u>"Conditioned" cold packs</u>. Condition frozen gel packs by leaving them at room temperature for 1 to 2 hours until the edges have defrosted and packs look likely they've been "sweating." Cold packs that are not conditioned can freeze vaccine. **Do not use dry ice**.
- 3. <u>Thermometer</u>. Prepare the thermometer by placing it in the refrigerator at least 2 hours before you pack the vaccine.
- 4. <u>Insulated Barrier</u>. Use two 2-inch layers of bubble wrap, or exam table papers, or newspapers between the cold/frozen packs and the vaccine. Not using enough barrier can cause the vaccine to freeze.

Complete/printable instructions can be found at http://eziz.org/assets/docs/lMM-983.pdf

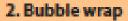


PACKING VACCINE

Commit to your health.

1. Cold packs

Spread conditioned cold packs to cover only half of the bottom of the cooler.



& Thermometer

Completely cover the cold packs with a 2-inch layer of bubble wrap.

Then, place the thermometer/ probe on top of the bubble wrap directly above a cold pack.

3. Vaccine

Stack layers of vaccine boxes on the bubble wrap. Do not let the haves of vaccine touch the cold packs.



4. Bubble wrap

Completely cover the vaccine with another 2-inch layer of bubble **жгар.**



5. Cold packs

Spread "conditioned" cold packs to cover only half of the bubble wrap. Make sure that the cold packs do not touch the boxes of varrine





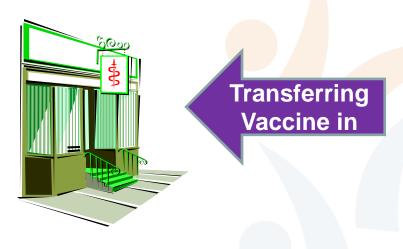
6. Form & display

Fill the cooler to the top with bubble wrap. Place the thermometer's digital display and the Return or Transfer of Vaccines Report form on top. It's ok if temperatures go above 46°F while packing.





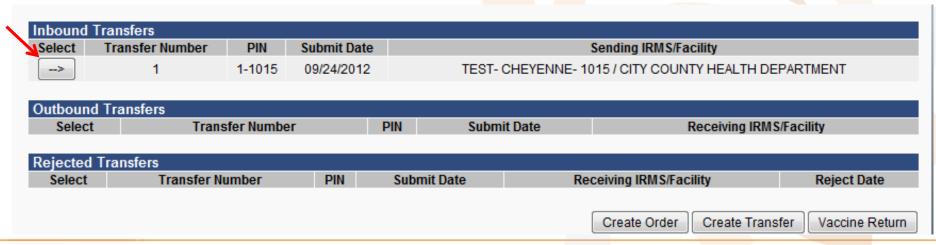
THE FOLLOWING STEPS MUST BE COMPLETED UPON PHYSICAL RECEIPT OF THE VACCINE BY THE RECEIVING PROVIDER





LOCATE THE TRANSFER

- Login to the WylR and open the "Create/View Orders" page and locate the Inbound Transfer.
 - Only after the transfer has been approved by the Vaccine Program will it appear in the WylR for the Receiving Provider.
- Open the "Inbound Transfer" by clicking on the box with the arrow.





"RECEIVE" THE TRANSFER

- After opening the "Inbound Transfer," the <u>receiving</u> provider will enter the "Receipt Quantity," or physical amount of vaccine received.
- Click "Receive".





CONGRATULATIONS, THE TRANSFER IS COMPLETE!

The WylR inventory of both Providers will reflect the vaccine transfer.



THANK YOU!

QUESTIONS 307-777-8503