



## DEPARTMENT OF HEALTH

Wes Moore, Governor · Aruna Miller, Lt. Governor · Laura Herrera Scott, M.D., M.P.H., Secretary

Thank you for your interest in joining the Maryland Vaccines for Children (VFC) Program. VFC is a federally funded entitlement program, administered by the Maryland Department of Health and the Centers for Disease Control and Prevention (CDC) that provides vaccines at no cost to children who might not otherwise be vaccinated because of an inability to pay.

### What children are eligible for VFC vaccine?

To be eligible, children must be 18 years of age or younger and meet one of the following criteria:

- Maryland Medicaid recipient;
- Have no health insurance;
- Underinsured (insurance coverage that does not include vaccines); and/or
- American Indian or Alaskan Native.

### How to enroll

To begin the VFC enrollment process, please submit a letter of interest to VFC, on business letterhead and include the following:

- Practice/Office Name
- Practice/Office Address
- Practice/Office Telephone
- Practice/Office Fax Number
- Responsible Physician Name
- Responsible Physician Telephone
- Responsible Physician Email
- Physician Maryland State License (copy)
- Practice/Office Contact Person Name (different from physician)
- Practice/Office Contact Person Email (different from physician)

VFC interest letters should be emailed to [mdh.izinfo@maryland.gov](mailto:mdh.izinfo@maryland.gov). Upon receipt of your letter of interest, VFC will send documents for completion to the requesting physician and contact person via email. **Please note: new provider enrollment is from February 1<sup>st</sup> – October 31<sup>st</sup>.**

### How do I get vaccines?

After enrolling in the VFC Program, a VFC Site Reviewer will visit your practice/office and review the program requirements and verify that you are in compliance with all requirements before vaccine is shipped. Upon approval, an initial order will be placed by VFC, thereafter vaccine orders will be placed by your practice/office through our online vaccine inventory/ordering system, ImmuNet, on a bi-monthly basis. Vaccines are shipped directly to your practice/office from our distributor, McKesson Specialty.

### Which vaccines are covered?

Enrolled providers can order routine childhood vaccines, recommended by the Advisory Committee on Immunization Practices (ACIP), for VFC eligible patients. Influenza vaccine is available during influenza season. Enrolled providers must offer all medically appropriate ACIP recommended vaccines to all VFC eligible patients.

### **VFC Provider Trainings**

Enrolled VFC providers are **REQUIRED** to receive annual educational training. The enrolled physician, the practice/office contact, and the back-up practice/office contact must complete annual educational training. Information on educational training can be found [here](#).

### **Vaccine Administration Data Reporting**

Newly enrolled providers are **REQUIRED** to have an Electronic Health/Medical Record System (EHR/EMR) in order to comply with the VFC policy to submit vaccine administration data within seven days of administration to the state's immunization information system, ImmuNet. Information on ImmuNet can be found [here](#).

### **Temperature Monitoring**

Maryland VFC and CDC requires the use of a continuous monitoring and recording digital data logger (DDL) with a current and valid certificate of calibration testing (also known as a report of calibration). Enrolled practices/offices are **REQUIRED** to have a DDL for each vaccine storage unit and at least one backup DDL in case a primary device malfunctions or is out for calibration testing. Information on DDLs can be found [here](#).

### **Vaccine Storage Units**

The use of stand-alone or pharmaceutical grade units are **REQUIRED** for VFC vaccine storage. Information on acceptable vaccine storage units can be found [here](#).

Thank you for your interest in the VFC Program.