TRAINING OBJECTIVES

PROVIDER WILL

- Understand State-Purchased Influenza Program Guidelines
- Understand Program Provider Requirements to Participate
- Understand Storage and Handling Requirements
- Gain information about 2019-20 Vaccine Products
- Understand Usage Reporting Requirements
- Increase knowledge of SDIR inventory & usage report data management
PROGRAM BACKGROUND

CDPH
California Department of Public Health

COUNTY OF SAN DIEGO
Health and Human Services Agency

LIVE WELL SAN DIEGO

Get Your Flu Shots
What’s New & Why?

CDPH, County of San Diego Counsel, and PHS requirements:

- Providers must complete & maintain a vaccine management plan
- Refrigerator temperature log should be sent with weekly reports
- Statement that vaccine may not be used to vaccinate employees or contractors
- Indemnity Clause
What’s New & Why continued?

- **SDIR:**
  - All providers must be enrolled in SDIR
  - All patients must receive SDIR disclosure information
    - SDIR Disclosure Statement
    - SDIR Decline or Start Sharing Form
  - All County provided doses must be entered into SDIR within one week of administration (CDPH and PHS requirement)
Who Must Sign a User Agreement?

Each participating facility within an organization must complete a User Agreement and adhere to all program requirements.
STORAGE & HANDLING
STORAGE & HANDLING

REFRIGERATORS & DATA LOGGERS

- All providers must meet CDPH – VFC program storage & handling requirements in order to receive vaccine:
  - All NON-VFC/VFA providers must provide proof of acceptable refrigerator & data loggers in the form of:
    - Pictures of front and inside of refrigerator along with Make/Model # of unit
    - Pictures of data logger along with copy of valid calibration certificate and data logger report for 30 days prior to date of User Agreement.
STORAGE & HANDLING

REFRIGERATOR REQUIREMENTS

- Stand-alone refrigerator unit – if less than 11cf, must be biologic or pharmacy grade (preferred for all units)
- Unit maintains temperatures between 36°F and 46°F (2°-8°C)
- Defrost automatically
- Provides enough space to store all vaccine properly and water bottles to stabilize temperatures
- Doors close and seal tightly

http://eziz.org/vaccine-storage/
UNACCEPTABLE REFRIGERATORS

- No Dorm Style Units
- No Combination Units
- No Household Mini Units
Refrigerator Setup for Vaccine Storage

Store MMR, MMRV, and Varicella in the freezer. Keep your refrigerator organized to protect vaccines and make vaccine inventory easier to manage.

Refrigerator-only Unit

- Separate VFC vaccines from privately purchased vaccines and label them clearly.
- Group and label vaccines by pediatric, adolescent, and adult types.
- Place vaccine boxes in breathable plastic mesh baskets or directly on shelves.
- Always keep vaccines in original boxes. Do not open the box until you are ready to use vaccines.
- Keep baskets 2-3 inches from walls and other baskets.
- Store only vaccines in vaccine storage units. If storage of medications is necessary, store below vaccines.
- Store vaccines with the earliest expiration dates to the front of the shelf.
- Keep temperatures in OR range

If you have any problems with your refrigerator, keep the refrigerator door shut and contact the VFC Call Center at (877) 243-8832.

VFC Field Rep.

http://eziz.org/assets/docs/IMM-963.pdf
Digital Data Loggers Required

- External VFC approved digital data logger must be used for twice daily temperature monitoring in the clinic and at all off-site clinics or field vaccination events.
  

- Must have valid calibration certificate (good for a maximum of 2 years from date of calibration).
  

- Must have at least 1 back-up thermometer for each site and separate data loggers for transport and mass vaccination events.
VACCINE TEMPERATURE MONITORING

PROCEDURES FOR MONITORING TEMPERATURES – MUST RECORD MANUALLY EVEN WITH DATA LOGGER!

- **Track temps using VFC temp logs only**
- **Monitor & record temps**
- **Read & record temps 2x/day**
- **Read & record CURRENT, MINIMUM & MAXIMUM**

If temp out-of-range = **TAKE ACTION**
Submit weekly temp log and data logger report with weekly usage report

To obtain temperature logs:

- **Color print them:**
  - Fahrenheit = [http://eziz.org/assets/docs/IMM-1125.pdf](http://eziz.org/assets/docs/IMM-1125.pdf)
  - Celsius = [http://eziz.org/assets/docs/IMM-1127.pdf](http://eziz.org/assets/docs/IMM-1127.pdf)

- **Order them by contacting:**
  - Harrison Bolter
  - 619-692-8825
  - harrison.bolter@sdcounty.ca.gov
VACCINE TEMPERATURE MONITORING

TEMPERATURE: REFRIGERATOR

- **36.0°- 46.0° F (2.0°-8.0° C) = acceptable range**

- **Too cold (below 36.0°F)**
  - Immediate structural damage if frozen, regardless of the exposure time

- **Too warm (above 46.0°F)**
  - Damage is gradual, but cumulative exposure effects vaccine stability

---

**Keep refrigerator in OK range.**

**Check temperatures twice a day.**

1. Fill out month, year, refrigerator ID, and PIN.
2. Record the time and your initials.
3. Record a check if an alarm went off.
4. Record Current, MIN, and MAX.

**If no alarm:**

1. Clear MIN/MAX.
2. Ensure data logger is in place and recording.
TEMPERATURE EXCURSIONS

IN THE EVENT OF ALARM OR YOU NOTICE OUT OF RANGE TEMP

IF ALARM WENT OFF:

3. Alert your supervisor.
4. Report excursion to SHOTS at MyVFCvaccines.org.
5. Record assigned SHOTS ID.
6. Ensure data logger is in place and recording.

✓ STOP giving vaccines from affected unit IMMEDIATELY
✓ Post “DO NOT USE VACCINE” sign on unit
✓ Alert your Supervisor
✓ Run Data Logger Report
✓ Call County Immunization Program 866-358-2966 option 5 (M-F between 8am-5pm) to report excursion.

Do NOT report County provided State-Purchased Influenza Vaccine temperature excursions to VFC or on MyVFCvaccines.org.
TEMPERATURE EXCURSIONS

- Contact IZ Branch (866) 358-2966 Option 5 to arrange transfer of vaccine to warehouse (if needed)

- If you have VFC/VFA vaccine in the same refrigerator as State vaccine, report temperature excursion via myvfcvaccine.org – only include VFC/VFA vaccines in that report.

- For State Influenza Vaccine, complete State General Fund (SGF) Vaccine Storage & Handling Incident Report and submit to Immunization Program – report template will be available on SDIZ.org.
EQUIPMENT REQUIRED FOR TRANSPORT

1. Hard-sided cooler
2. Conditioned cold packs or conditioned frozen water bottles
3. Bubble wrap
4. Data logger
5. Transport Log (IMM-1132)
6. Hourly temp log if conducting off-site clinic/mass vaccination event

http://eziz.org/assets/docs/IMM-983.pdf
MASS VACCINATION & OFF-SITE CLINICS

- Make sure your vehicle can fit cooler inside (not in trunk!)

- At least 24 hours prior to event, ensure enough cold packs/frozen water bottles ready

- A portable refrigerator unit is recommended. If not available, use a hard-sided cooler with ≥2” thick walls

- Take an extra cooler containing additional cold packs/frozen waters bottles to replace the melted packs as needed
MASS VACCINATION & OFF-SITE CLINICS

- Limit vaccine amount to what is needed for event
- Set thermometer to alarm if temperature goes out of range
- Place thermometer probe in storage unit with vaccines
- **Total time for transport & event must NOT exceed 8 hours**
- If available, store at site in VFC approved refrigerator
- Keep cooler closed as much as possible
- Only remove what is needed or can be used within one hour
MASS VACCINATION & OFF-SITE CLINICS

- Read & record temperatures:
  - Assign 1 staff person as temperature monitor
  - If using a VFC approved refrigerator = 2x/day
  - If using a cooler = every hour using data logger. Record data on Hourly Vaccine Temperature Log – see [http://eziz.org/assets/docs/IMM-1255.pdf](http://eziz.org/assets/docs/IMM-1255.pdf)

- Vaccines out-of-range may not be used:
  - Post “do not use” sign and call IZ Program
  - Keep in cooler or return to primary refrigerator until further instructed
Hourly temp logs must be completed at each off-site clinic or mass vaccination event.

Hourly temp logs and corresponding data logger reports must be submitted weekly along with the reporting week’s:

- Daily temp log,
- Data logger report, and
- Weekly usage report.
MASS VACCINATION & OFF-SITE CLINICS
VACCINE TRANSPORT NO NO’S

NEVER use dry ice.

NEVER send vaccine via Courier or any other mail/courier service. Only transport by clinic staff.

NEVER place coolers with vaccine in trunk of car.

NEVER make additional stops when transporting vaccine – go directly to/from the facility.

NEVER transport partially used vials to a POD, satellite clinic or another provider.
WHICH VACCINE SHOULD I USE AT MASS VACCINATION EVENTS?

- Typically, MDV are recommended in mass vaccination settings because they are smaller for transport.
- We are receiving equal amounts of each presentation, so you will have the option of choosing which to use.

Considerations:

- How many people are expected, how many coolers do you have, how many vaccinators?
- Will I be able to use a full vial? If not – use single-dose syringes or take a mix and use MDV until last hour and assess if you will be able to use a full vial or not before opening another MDV.
GETTING 10 DOSES FROM EACH MDV

- Make sure all staff are properly trained at withdrawing 0.5mL doses – do NOT extract excess vaccine from MDV.
- Make sure staff are not wasting vaccine by drawing up doses in advance.
- Make sure you are able to use an entire vial within the time frame allowed per the manufacturer (see next slide)
- Make sure you have a system in place to track how many doses have been removed from a MDV
- Report any problems with vials to the Immunization Program immediately
SITE VISITS
IZ Program may request a site visit to ensure:

- 10% of all providers will have a visit (per CDPH SOW requirements)
- Proper storage & handling (equipment & procedures)
- Proper temperature monitoring
- Accurate and consistent weekly reporting
ADMINISTRATION FEES
FEES ALLOWED FOR VACCINE ADMINISTRATION

- NO CHARGE FOR VACCINE ITSELF
- Up to $2 administration fee allowable; OR
- Medicare authorized fee; OR
- Persons age 65+ with Medicare Part B = NO CHARGE FOR VACCINE OR ADMINISTRATION OF VACCINE

For more information about Medicare Billing go to:
https://www.cms.gov/Medicare/Medicare-Fee-for-Service-Part-B-Drugs/McrPartBDrugAvgSalesPrice/VaccinesPricing.html
USAGE REPORTS
WEEKLY VACCINE USAGE REPORTS, TEMP LOGS & DATA LOGGER REPORTS:

- Due every Monday
- Submit to Sarah Pinto
- Manually count vaccine to reconcile every week

SUPPLEMENTAL USAGE REPORTS:

- December 6, 2019 – if requested
- February 3, 2020

FINAL REPORT DUE JULY 8, 2020
Assessment of each patient should be conducted by licensed medical staff who exercise clinical judgment to determine appropriateness of vaccination.
Provide Vaccine Information Statement (VIS) to each patient or legal guardian

- Current VIS is dated 8/15/2019

- Allow time for reading and Q&A

- Provide SDIR disclosure and obtain consent

**Influenza (Flu) Vaccine (Inactivated or Recombinant): What you need to know**

1. Why get vaccinated?
   - Influenza vaccine can prevent influenza.
   - Flu is a contagious disease that spreads around the United States every year, usually between October and May. Anyone can get the flu, but it is more dangerous for some people. Infants and young children, people 65 years of age and older, pregnant women, and people with certain health conditions or a weakened immune system are at greatest risk of flu complications.
   - Pneumonia, bronchitis, sinus infections and ear infections are examples of flu-related complications. If you have a medical condition, such as heart disease, cancer or diabetes, you can make it worse.
   - Flu can cause fever and chills, sore throat, muscle aches, fatigue, cough, headache, and runny or stuffy nose. Some people may have vomiting and diarrhea, though this is more common in children than adults.
   - Each year thousands of people in the United States die from flu, and many more are hospitalized. Flu vaccine prevents millions of illnesses and flu-related visits to the doctor each year.

2. Influenza vaccine
   - CDC recommends everyone 6 months of age and older get vaccinated every flu season. Children 6 months through 8 years of age may need 2 doses during a single flu season. Everyone else needs only 1 dose each flu season.
   - It takes about 2 weeks for protection to develop after vaccination.

3. Talk with your health care provider
   - Tell your vaccine provider if the person getting the vaccine:
     - Has had an allergic reaction after a previous dose of influenza vaccine, or has any severe, life-threatening allergies.
     - Has ever had Guillain-Barre Syndrome (also called GBS).
   - In some cases, your healthcare provider may decide to postpone influenza vaccination to a future visit.
   - People with minor illnesses, such as a cold, may be vaccinated. People who are moderately or severely ill should usually wait until they recover before getting an influenza vaccine.
   - Your health care provider can give you more information.
DATA ENTRY & RECORD RETENTION
SAN DIEGO IMMUNIZATION REGISTRY (SDIR)

- All State-purchased Influenza Vaccine Program providers must be enrolled in SDIR prior to User Agreement approval.

- All providers must enter all State-Purchased Influenza Vaccine doses administered into SDIR within one week of administration (earlier is better!)

- No waivers will be granted – all providers must comply or they will not receive vaccine.
Medical Records and vaccine information must be retained for a minimum of 10 years. Information includes:

- Patient demographics
- Vaccine manufacturer
- Lot number
- Expiration date
- Record of vaccination

Temperature logs must be retained for a minimum of 3 years. This includes off-site logs, transport logs, daily logs and data logger reports.
VAERS: VACCINE ADVERSE EVENT REPORTING SYSTEM
Submit report via the Adverse Event Reporting System (VAERS):

- Report Online (preferred)
- Report using PDF form

To complete report go to: https://vaers.hhs.gov/reportevent.html

Contact the Immunization Program with any adverse health event that occurs within 4 weeks of vaccination.
IMPORTANT REMINDERS
IMPORTANT REMINDERS

- When picking up vaccine, be sure to bring enough coolers (No Styrofoam containers) to hold all of your vaccines, digital data logger(s), bubble wrap and conditioned ice packs.
- Make sure you have adequate refrigeration size to hold the total vaccine you requested.
- Be sure to use the closest expiration date first (following proper age and recommendations).
- You are expected to vaccinate through the expiration date of the vaccine.
- You will not receive additional vaccine unless your usage reports have been received and reconciled.
2019-2020
STATE-PURCHASED INFuenZA VaccINE PRODUCTS
VACCINE COMPOSITION

- All vaccines are quadrivalent – composition:
  - A/Brisbane/02/2018 (H1N1)pdm09-like virus (new),
  - A/Kansas/14/2017 (H3N2)-like virus (new)
  - B/Colorado/06/2017-like virus (Victoria lineage)
  - B/Phuket/3073/2013-like virus (Yamagata lineage)
### 2019-20 State-Funded Influenza Vaccines

<table>
<thead>
<tr>
<th>Product</th>
<th>Formulation</th>
<th>Age Ranges for Use</th>
<th>Priority Groups</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fluzone</td>
<td>5.0 mL multi-dose vial</td>
<td>≥ 3 years*</td>
<td>≥ 18 years</td>
</tr>
<tr>
<td>FluLaval</td>
<td>5.0 mL multi-dose vials</td>
<td>≥ 3 years*</td>
<td>≥ 18 years</td>
</tr>
<tr>
<td>Fluarix (preservative free)</td>
<td>0.5 mL single-dose syringe</td>
<td>≥ 6 months</td>
<td>≥ 6 months; pregnant women</td>
</tr>
<tr>
<td>Flumist</td>
<td>Nasal sprayer</td>
<td>2-49 years</td>
<td>School-based clinic use only</td>
</tr>
</tbody>
</table>

*Licensed for ages ≥6 months, but per CA law, pregnant women and children under 3 years cannot be given flu vaccine from multi-dose vials*
OPEN VIALS MUST BE DISCARDED PER PACKAGE INSERT

Fluzone MDV – Open vials may be kept through the expiration date.

FluLaval MDV – Once opened, vial should be discarded after 28 days.
ACIP vaccination recommendations: Providers may choose to administer any licensed, age-appropriate influenza vaccine (IIV, recombinant influenza vaccine [RIV], or LAIV4). No preference is expressed for any influenza vaccine product.

CDPH has a very limited amount of LAIV4 vaccine for use in school-based flu clinics.
All women who are pregnant or who might be pregnant in the influenza season should receive influenza vaccine.

Any licensed, recommended, and age-appropriate influenza vaccine may be used.

Influenza vaccine may be administered at any time during pregnancy, before and during the influenza season.
2019-20 ACIP INFLUENZA VACCINE RECOMMENDATIONS – NOT PUBLISHED YET, BUT NO CHANGES EXPECTED

- Received less than 2 doses before 7/1/19:
  - Need 2 doses given at least 4 weeks apart
- Received ≥ 2 doses before 7/1/19 (do not need to have been administered in the same season or consecutive season)
  - Need 1 dose
For persons who report a history of egg allergy, ACIP recommends the following:

- History of ONLY urticaria (hives) after exposure to eggs = Give Flu Vaccine
- History of angioedema, respiratory distress, lightheadedness, or recurrent emesis, or who required epinephrine or another emergency medical intervention = Give Flu Vaccine
  - It should be administered in medical setting by a health care professional able to recognize and manage severe allergic conditions.
- History of severe allergic reaction to influenza vaccine, regardless of the component suspected of being responsible for the reaction, is a contraindication to future receipt of the vaccine = DO NOT GIVE FLU VACCINE.
Health Officer Order – mandates that all licensed healthcare providers require their health care personnel to receive an annual influenza vaccination, or if they decline, to wear a mask while in contact with patients or working in patient care areas.

Duration of Order: ANNUALLY from November 1 through March 31 of the following year (subject to extension).
Join us for the Kick The Flu Summit 2019!

When: Wednesday 9/18/19 9am – 12:30pm

Where: San Diego Central Library 330 Park Blvd., San Diego, CA 92101

Register at: https://www.eventbrite.com/e/kick-the-flu-summit-2019-registration-68058064503
RESOURCES

- [www.eziz.org](http://www.eziz.org) contains job aids, brochures, flyers and information about vaccines.
- [www.immunize.org](http://www.immunize.org) is the Immunization Action Coalition website with information for providers and patients (including VIS).
On May 17, 2016, the County of San Diego Health and Human Services Agency Division of Public Health Services received accreditation from the Public Health Accreditation Board.

IMMUNIZATION BRANCH

CONTACTS

- Melissa Thun, PHN Supervisor
  - Melissa.thun@sdcounty.ca.gov
  - 619-692-5607

- Sarah Pinto, State Flu Vaccine Coordinator
  - Sarah.pinto@sdcounty.ca.gov
  - 619-692-5738

- Rosecrans Warehouse
  - Raymond Lugo 619-692-5528
  - HOURS: M-F 8am-Noon & 1-3:30pm
REPORTING REQUIREMENTS FOR STATE FLU VACCINE PROGRAM 2019-2020

Sarah Pinto
San Diego Immunization Partnership
No. of doses administered
54,420
2018-19 FLU SEASON SUMMARY

No. of expired doses

9
The percentage of total is more than 100% due to the extra doses drawn from multi-dose vial.
The total of missing doses in the leaking vial (331) was included in the wasted doses 2018-19.
Total of 290 doses received from shelter on May 23, 2019 was included in the 2018-19. Additional 1,052 doses (122 Fluarix and 1052 Flucelvax) were not used therefore were excluded in 2018-19.
## 2018-19 FLU SEASON SUMMARY

<table>
<thead>
<tr>
<th>No. of provider facilities</th>
<th>Community Health Centers</th>
<th>Public Health Centers and County Programs</th>
<th>Community Based Organizations</th>
</tr>
</thead>
<tbody>
<tr>
<td>124</td>
<td>92</td>
<td>17</td>
<td>15</td>
</tr>
</tbody>
</table>
2019-2020 FLU SEASON

No. of provider facilities

136

Community Health Centers: 99
Public Health Centers and County Programs: 18
Community Based Organizations: 19
Vaccinator Resources
RESOURCES

SDIZ

http://www.sdiz.org/

Mission: The SDIP website provides timely immunization information and links to resources and services to the residents of San Diego.

San Diego Immunization Program

- Influenza Season 2018-19
- Flu Mandate for Health Care Professionals
- State-Funded Flu Vaccine Provider Forms
SAN DIEGO IMMUNIZATION COALITION

https://www.sdizcoalition.org/

San Diego Immunization Coalition
Receiving Vaccines
RECEIVING VACCINES

VACCINE DISTRIBUTION

- Set appointment with Sarah Pinto
- If picking up vaccine for multiple sites, provide list of each site’s allotment
- Warehouse hours: M-F from 8-3:30, except 12-1pm and holidays
- Transport equipment and ID required
Weekly Reporting
WEEKLY REPORTING

UPDATED WEEKLY REPORTING FORM

- Weekly report due on Monday
- Send report via email
- New reporting period Monday-Sunday
### WEEKLY REPORTING

### VACCINE RECEIVED/TRANSFERRED

- Quantity received = B
- Quantity transferred = C

<table>
<thead>
<tr>
<th>Date</th>
<th>Product name</th>
<th>Lot #</th>
<th>Quantity</th>
<th>Type</th>
<th>Site received from or transferred to</th>
</tr>
</thead>
<tbody>
<tr>
<td>10/15</td>
<td>Fluarix</td>
<td>123XYZ</td>
<td>10</td>
<td>Received from B</td>
<td>Grapevine Clinic</td>
</tr>
</tbody>
</table>
### VACCINE USAGE

- Total doses administered = D

<table>
<thead>
<tr>
<th>Product Name</th>
<th>Lot #</th>
<th>6-35 months</th>
<th>3-6 years</th>
<th>7-18 years</th>
<th>19-49 years</th>
<th>50-59 years</th>
<th>60-64 years</th>
<th>65+ years</th>
<th>Total doses administered</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fluarix</td>
<td>123XYZ</td>
<td>0</td>
<td>1</td>
<td>1</td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>4</td>
</tr>
</tbody>
</table>
WEEKLY REPORTING

VACCINE INVENTORY

- Use the formula to confirm doses on hand
- Doses on hand should match physical inventory

### Vaccine Inventory

<table>
<thead>
<tr>
<th>Product Name</th>
<th>Lot #</th>
<th>Last week’s manual count</th>
<th>Quantity of doses Received</th>
<th>Quantity of doses transferred</th>
<th>Total doses administered</th>
<th>Doses wasted**</th>
<th>Extra doses in MDVs</th>
<th>Number of doses on hand*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fluarix</td>
<td>123XYZ</td>
<td>0</td>
<td>+ 10</td>
<td>- 0</td>
<td>- 4</td>
<td>- 1</td>
<td>+ 0</td>
<td>5</td>
</tr>
</tbody>
</table>

**report leaky vials ASAP and make comment below
WEEKLY REPORTING

VACCINE INVENTORY

- Use the formula to confirm doses on hand
- Doses on hand should match physical inventory

Note: if doses wasted at off-site vaccination clinic, only waste doses in SDIR once
ATTACHMENTS

- EMR report must include
  - Patient name and DOB
  - Vaccine date
  - Vaccine and lot # given
ATTACHMENTS (CONT.)

- If you have a reporting issue, submit report, add comment, and call Sarah or the Helpdesk.
- Use the comment section for correcting previous reports.
CONTACT THE IMMUNIZATION PROGRAM

- If you would like to add a new site. Do not send state-flu vaccines to unapproved sites.

- If there are changes to assigned Vaccine Coordinator or Backup

- When staff with an SDIR log-in leaves the organization
What day of the week is the weekly report due?

A. Monday of the following week
B. Friday
C. Sunday
D. Whenever
What items should be included with the weekly report?

A. SDIR Vaccine Usage Report or EHR Report

B. Refrigerator temperature log for the reporting week

C. Data logger report and hourly temperature log

D. A, B, and sometimes C
SDIR TRAININGS FOR STATE FLU PROVIDERS

http://sdstateflu.eventbrite.com
SDIR Helpdesk
619-692-5656
ADDING NEW VACCINE TO SDIR INVENTORY

- Add within 24 hours of receiving state flu vaccine
### ADDING NEW VACCINE TO SDIR INVENTORY

- Select the correct vaccine name, manufacturer, and source
- If incorrect source is selected
- SDIR reports will be inaccurate
  - Vaccines will have to be deleted and re-entered in each patient’s record

![Screenshot of vaccine inventory form](image-url)
### ADDING NEW VACCINE TO SDIR INVENTORY

- If not a new lot number, source and exp. date, make an adjustment to the existing lot
- Do this for extra doses in MDVs
TRANSFERRING AND RECEIVING VACCINES

- Be specific when entering transfers in SDIR
- Both the recipient and provider who transferred the vaccine should make an adjustment. Enter the name of other site in comment section.
WASTING DOSES IN SDIR

- Make and adjustment and select “Doses Wasted”
- Enter reason in the comment section
- “Wasted” includes number of doses <10 in an MDV
ARCHIVING A VACCINE

- When inventory reached 0 and not receiving more
DAILY IMMUNIZATION REPORT
WEEKLY STATE FLU REPORT

VACCINE USAGE REPORT

Vaccine Usage Report

Provider/Facility: South Region PHC - A
Immunization Dates: From 09/09/2019 To 09/15/2019
Include: State General Funding

Vaccine Usage Report

Source Name: South Region PHC
Facility Name: All
Run By: Sarah Pinto
Run Date: 07/22/2019

Immunization Date: From 07/22/2019 To 07/22/2019
Include: All Vaccines

<table>
<thead>
<tr>
<th>Vaccine Name</th>
<th>Dose</th>
<th>Age &lt; 1</th>
<th>Age 1</th>
<th>Age 2</th>
<th>Age 3+</th>
<th>Age 5-8</th>
<th>Age 10-14</th>
<th>Age 15-18</th>
<th>Age 10+</th>
<th>Total</th>
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</thead>
<tbody>
<tr>
<td>MMR</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<td>0</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>1</td>
</tr>
</tbody>
</table>
Troubleshooting Reporting Issues
COMMON REASON FOR DISCREPANCIES #1

PATIENT’S AND SDIR USER’S FACILITY DO NOT MATCH

- Vaccine will be pulled from facility you are logged into
- Choose the correct facility
- Do not ignore the warning messages
- Change facility
COMMON REASON FOR DISCREPANCIES #2

VACCINE WAS ENTERED VIA HISTORY

- Vaccine will not subtract from inventory
- “Add Iz from Inventory” (unless transcribing vaccine record)
COMMON REASON FOR DISCREPANCIES #3

STATE GENERAL FUNDING VACCINE ELIGIBILITY WAS NOT SELECTED

- Vaccine record will not appear on every report
COMMON REASON FOR DISCREPANCIES #4

ALL ADJUSTMENTS HAVE NOT BEEN ENTERED

- Transfers, wasted doses, or another adjustments was not entered into SDIR
SDIR Helpdesk
619-692-5656
THANK YOU

Last slide in PowerPoint

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