

COVID-19 Vaccine Distribution Frequently Asked Questions (FAQ)

****Information provided by the Utah Department of Health***

The Utah Department of Health (UDOH) organized a workgroup made up of health professionals throughout the state (The Utah Prioritization Workgroup) to develop recommendations for how to prioritize vaccination groups on the state and local level. Their final recommendations, called Utah's COVID-19 Vaccination Plan, are based on current information about COVID-19 vaccines, state and local data, vaccine storage capability of facilities, and guidance from health centers and the Advisory Committee on Immunization Practices (ACIP). UDOH is utilizing a phased approach to vaccine distribution.

ANTICIPATED TIMELINE FOR VACCINE DISTRIBUTION:

Mid-December: health care personnel who work in high-risk environments from the hospitals in the state that provide care to the highest number of COVID-19 patients.

Late December-January: Remaining health care personnel including clinics, pharmacy staff, Tribal health, long-term care facilities, assisted living facilities, skilled nursing staff and residents, and other health care personnel who are at higher risk, school staff, EMS, first responders, public health workers and Tribal EMS and Tribal public health workers.

February-March: Long-term care facility staff and residents who have not been vaccinated and essential workers (prioritization to be determined).

March-July: Tribal reservation communities, Utahns 65 years of age and older, employees with a risk level 3 (childcare personnel, personal care, airline workers, etc.), racial and ethnic groups at higher-risk, food prep, Utahns with underlying medical conditions, remaining workers in risk level 2 and 3 categories, all Utahns.

Commonly asked questions regarding distribution, particularly for health center staff, are listed below with responses obtained from the UDOH Immunization Program.

1. How do health center staff receive the COVID-19 vaccine?

- a. Health center organizations, and subsequent locations, are required to complete a provider interest survey that can be found here: <https://immunize.utah.gov/covid-19-vaccine/>.
 - i. It is possible that not every location within your organization will be selected for enrollment into the vaccination program for distribution of the vaccine. UDOH will provide instructions for staff to receive the vaccination via email (i.e., local health department, pharmacy, etc.).
- b. If documentation is not received in entirety, it will significantly delay your organizations enrollment process.

- c. If your organization is selected for partnership and is successfully enrolled, you will receive doses in quantities of 100 (with Moderna vaccine only) to administer to your staff.
 - d. If UDOH does not have the capacity to send vaccinations for your entire workforce, you will have to prioritize who receives the vaccine first, within your organization.
- 2. *Once the provider interest survey is complete, when should health centers expect to be contacted?***
- a. To date, most of the sites who applied and were not approved have been notified via email. UDOH should be contacting approved sites within the next two to three weeks. If it has been over a month since you submitted your survey, and have not been contacted, please send a request to covidvaxinquiry@utah.gov.
- 3. *What documents are required after submission of the provider interest survey for vaccine distribution enrollment?***
- a. Once the survey is complete, UDOH will categorize submissions to determine organizations eligible for partnership to distribute the vaccine. Each organization will receive confirmation via email if selected for partnership. If your organization is selected to enroll in the program, you will receive two additional federal forms, with additional items that need to be collected for approval.
 - i. **ORGANIZATION AGREEMENT (Section A):** This form is the terms, agreements, and conditions to participate in the program (includes reporting requirements). Only one form needs to be completed for each organization. The form does not need to be completed by site location.
 - ii. **FACILITY PROFILE:** This form is specific to each site location that will be administering the vaccine. The requirements will be similar to the Vaccines for Children (VFC) program. Key information includes:
 - 1. Patient population totals.
 - 2. Photos of storage unit (i.e., refrigerator):
 - a. Inside and outside of the storage unit must be visible to verify storage capacity.
 - b. Pharmaceutical grade storage unit recommended, but not required.
 - 3. Data logger probe placement (center/center).
 - 4. Current certification of 24-hour data logger.
 - 5. Influenza weekly average capacity:
 - a. This helps UDOH determine how many vaccinations you can administer weekly.
 - 6. USIIS account access and user access:
 - a. All COVID-19 vaccine distribution must be reported into USIIS within 24 hours.
 - b. The primary and back-up contact listed in the survey will both need access.
 - 7. Training requirements:
 - a. The primary and back-up contact listed in the survey will be required to complete four different trainings:
 - i. You Call the Shots (if utilizing your VFC contact, this should already be complete).
<https://www2a.cdc.gov/nip/isd/ycts/mod1/courses/sh/ce.asp>

- ii. Return and Waste
(<https://immunize.utah.gov/captivate/VOMS%20Return%20&%20Waste%20Process%20V122019/>)
 - iii. VOMS Additional Dose Training
(https://immunize.utah.gov/captivate/VOMS%20Flu%20Prebook_Additional%20Doses_v11.2020/)
 - iv. CDC COVID training-Best way to register is through UDOH website:
(<https://www.train.org/cdctrain/welcome>)
- 4. ***What are the reporting requirements health centers should anticipate?***
 - a. All COVID-19 doses administered to patients will need to be reported into USIIS within 24 hours. If your organization interfaces with USIIS, you will be required to include additional information (i.e., race/ethnicity). All the data fields that are required are available online: https://immunize.utah.gov/wp-content/uploads/2020/11/COVID_Vaccine_Required_Fields.pdf
- 5. ***Where do health centers order the Moderna vaccine (once approved)?***
 - a. UDOH will order all vaccines on behalf of health centers. The first order is sent in upon approval and onboarding.
 - b. Health centers will utilize the same ordering system as the flu vaccine but will choose COVID-19 vaccine.
 - c. The second dose of the Moderna vaccine will need to be ordered 21 days after receipt of the initial dose. This ensures the second dose will be available by the 28th day to administer to patients.
 - d. Allocations are distributed on a weekly basis. Once you have received confirmation of your order, vaccines will be distributed within two business days.
- 6. ***What role will the local health departments have in distribution of the COVID-19 vaccine?***
 - a. Many of the local health departments are looking to coordinate patient registration and clinic scheduling on their website.
 - b. A few counties are looking at a federal system to aid in patient registration and collection.
 - c. The Salt Lake County Health Department's website will be live in January 2021. For more information, please contact your local health department.
- 7. ***If providers have privileges at local hospitals, should they receive their vaccine through the hospital?***
 - a. Each hospital organization is taking a phased approach in vaccinating providers. If you have privileges at Intermountain, ambulatory care providers are being included in their vaccine distribution.
 - b. If you have privileges with another hospital system, please contact that organization for confirmation.
- 8. ***Are there any additional requirements for an uninsured/underinsured patient to receive the vaccine?***
 - a. No. Insured patients will need to be billed; however, insurance companies are required to cover administration fees for both doses. The first dose is reimbursed at a lower rate, and the second dose at a higher rate.
 - b. UDOH is looking at funding to support administration fees for the uninsured/underinsured patients.

9. Will Tribal Populations be considered a priority in receiving the vaccine?

- a. The general tribal population is considered a priority and should receive vaccines in March 2021.
- b. Federally recognized tribal entities will receive their vaccine administration through Indian Health Services (IHS). Those entities will be required to follow IHS protocols and reporting requirements.

10. Will the homeless population be considered a priority in receiving the vaccine?

- a. The homeless population is considered a priority and should receive vaccines in March 2021.

11. What supplies are provided with the vaccine?

- a. Ancillary supplies will be provided with vaccine shipments. Needles, syringes, alcohol wipes, and vaccination cards will be provided per dosing instructions (i.e., 100 doses=105 syringes/needles).
- b. In addition, two face shields and four face masks will be provided per each order of 100 doses.

12. Who can health center staff and providers contact with additional questions?

- a. Questions for the vaccine can either be directed to Shlisa Hughes (shughes@auch.org), or through the dedicated email for the state covidvaxinquiry@utah.gov. Additionally, UDOH has set up weekly Q&A Sessions for provider onboarding: <https://immunize.utah.gov/covid-19-vaccine/>.