

**Virginia Department of Health
COVID-19 Vaccine Provider Intent Form
FAQ - 10/1/2020**

Q: What is the purpose of the Intent Form?

A: The information provided via the Intent Form is used to notify the Virginia Department of Health (VDH) that the providers for a particular facility are interested in administering COVID-19 vaccine. Once the information is submitted, VDH will follow-up with providers to complete the process. Next steps will include but are not limited to:

- 1) Ensuring COVID-19 providers are set up to report doses administered to the Virginia Immunization Information System (VIIS)
- 2) Obtaining a COVID-19 Provider Agreement which must be signed by the Chief Medical Officer and Chief Executive Officer
- 3) Obtaining a COVID-19 Provider Profile which must be signed by the Medical Director or Vaccine Coordinator
- 4) Reporting inventory balances.

Q: What information is requested in the Intent Form?

A: The following fields are required:

- Facility Name
- Facility Type
- Does the organization participate in the Virginia Vaccines for Children (VVFC) or Virginia Vaccines for Adult (VVFA) programs?
- Does the organization have an account with the Virginia Immunization Information System (VIIS)?
- Office Phone, Email, and Direct/Back Line Phone Number
- Shipping Address
- Main Contact Info (Name, Telephone, Email)
- Backup Contact Info (Name, Telephone, Email)
- Prescribing Physician Info (Name, License Number)
- Shipping Days/Hours to receive vaccine shipments
- Number of Patients by Age Groups (0-18 years, 19-64 years, 65+ years)
- Total estimated number of patients that need COVID-19 vaccine
- Storage capacity in refrigerator
- Storage capacity in freezer
- Does your organization monitor storage-unit temperatures at all times?
- How many vaccines can you administer in a week?
- How many healthcare personnel do you intend to vaccinate? (Clinical, Non-clinical)
- Are you interested in being an initial mass vaccinator?

Q: If I submit my intent, is my facility obligated to provide COVID-19 vaccine?

A: No. This is only the first step. Additional steps and guidance will be provided to those facilities on next steps.

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Q: Is this form where an interested individual can register to receive COVID-19 vaccine?

A: No, this form is for providers (including physicians) interested in administering COVID-19 vaccine to patients and staff.

Q: I have two practice locations, do I need to complete intent for both locations?

A: Intent needs to be completed for any location vaccine is to be shipped. If you plan to administer vaccine at both locations, intent should be completed for each. Vaccine cannot be shipped to one location and redistributed to the other location.

Q: What is the Virginia Immunization Information System?

A: Vaccinators will be asked to report all doses administered through the Virginia Immunization Information System (VIIS), the state's immunization registry. The goal of VIIS is to support individuals, families and clinicians in making the best health decisions by providing a statewide, readily accessible and reliable Immunization Information System. The Virginia Immunization Information System (VIIS) is a free statewide registry system which combines immunization histories for persons of all ages from both the public and the private sector. Providers not already enrolled in VIIS can learn more about the benefits of VIIS and how to enroll at <https://www.vdh.virginia.gov/immunization/viis/>. Providers can connect their electronic medical records system directly to VIIS. Providers also can directly enter doses administered into the VIIS website.

Q: What are the Virginia Vaccines for Children (VVFC) and Virginia Vaccines for Adults (VVFA) Programs?

A: The national Vaccines for Children (VFC) program was established to help raise childhood immunization rates in the United States and to keep children in their medical home. The entitlement program is associated with each State's Medicaid plan. Children who are eligible for VFC vaccines are entitled to receive pediatric vaccines that are recommended by the Advisory Committee on Immunization Practices.

Virginia Vaccines for Children's (VVFC) program is managed by the Virginia Department of Health (VDH), Division of Immunization (DOI). Through utilization of private and public providers, the VVFC program and DOI reduce barriers to immunizations. DOI supplies federally and state purchased vaccine at no cost to public and private health care providers.

Immunizations are not just for children. Immunizations are needed across the lifespan. All adults need immunizations to help them prevent getting and spreading serious diseases.

The Virginia Vaccines for Adults (VVFA) program is managed by the Virginia Department of Health (VDH), Division of Immunization (DOI). Barriers to adult immunization are reduced through utilization of providers located in underserved areas. DOI supplies federally and state purchased vaccine at no cost to adult health care providers.

Q: Are there any limitations on types of facilities or providers that can register intent?

A: The facility needs to have a prescribing physician associated with the facility but otherwise is not limited in type of facility.