

Toolkit for Long-Term Care Facilities to Sustain COVID-19 Vaccine Access

In Virginia, the Federal Pharmacy Partnership for Long-Term Care Facilities (LTCFs) and the [Virginia LTCF Vaccine Bridge Program](#) have provided resources to ensure that residents and staff have the opportunity to receive COVID-19 vaccine.

The admission of new residents and the hiring of new staff will continue to generate a need for ongoing vaccine support for LTCFs for the foreseeable future. As such, it is critical that LTCFs continue to leverage the growing COVID-19 vaccine infrastructure to ensure that these needs can be met in the most expedient way.

The Virginia Department of Health (VDH) will hold a [webinar for LTCFs](#) that covers this topic at length on 3 May, 2021 at 12:00 p.m. The webinar will be recorded and [posted here](#) for future reference as well.

LTCF Vaccine Access

As the coordination of LTCF vaccine needs becomes locally operated, LTCFs are encouraged to revert to their regular facility-pharmacy operations in regard to acquiring COVID-19 vaccine for their residents and/or staff.

To ensure that facilities maintain vaccine access, VDH recommends the following:

- If you have a contracted pharmacy provider, maintain communication and inquire about meeting your facility's ongoing needs moving forward. Several of the LTC-serving pharmacies are enrolled CDC COVID-19 vaccine providers, ready to serve, and others are in the process of becoming a provider. If your pharmacy indicates an inability to meet your ongoing needs, please contact your LHD point of contact as noted in the LHD Directory to have this issue escalated to the pharmacy channel to be addressed.
- If you do NOT have a contracted pharmacy provider, it is critical that you begin to make local arrangements for ongoing vaccine support. Normal channels should be used in all possible cases. Flu vaccine and/or shingles vaccine procedures can be used as a model for how to plan for the ongoing COVID-19 vaccine.
- For staff and residents that are mobile and can avail themselves to community resources, there are multiple vaccine access points which are listed below with additional information available via the [Vaccinate Virginia](#) website:

- ❑ Locate and/or schedule an appointment for a vaccination site online using [Vaccine Finder](#). In Phase 2, all adults in Virginia are eligible. Simply locate and schedule an appointment.
- ❑ The call center at 877-VAX-IN-VA (877-829-4682) can help with scheduling an appointment.

Enrollment

Enrollment vs. Dispensing:

An **enrolled provider** has completed paperwork with the Centers for Disease Control and Prevention (CDC), has the ability to receive and administer vaccines to staff and residents, and has the capability to report vaccine administration data into Virginia's Immunization Information System (VIIS). Enrolled providers may receive a redistribution of vaccines, as needed, from a pharmacy, local health district, hospital, or other entity. Enrollment positions a LTCF in the optimal posture to support its ongoing vaccine needs over the long term.

Many LTCFs have entered into **dispensing agreements** with their LTC pharmacy by which the pharmacy is an enrolled provider and agrees to deliver vaccines to unenrolled providers for administration by facility clinical staff. In these situations, the facility provides vaccine administration information back to the pharmacy for logging in VIIS.

As of 1 May 2021, the majority of Virginia's LTCFs have yet to enroll. Many are being served via a dispensing agreement with their pharmacy. Over time, VDH encourages all LTCFs with staff capable of administering vaccines to enroll as providers.

Who should enroll:

All facilities with clinical staff onsite who routinely administer vaccines or injectables to their residents are strongly encouraged to enroll and register as providers. In order to qualify, a facility must also have the capability to report vaccine administration data in the Virginia Immunization Information System ([VIIS](#)) within 24 hours of administration (a requirement set forth by CDC).

VIIS is a free statewide registry system which combines immunization histories for persons of all ages from both the public and the private sector. 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.

In addition, your facility is able to enroll even if you do not have long-term vaccine storage capability (ultra-cold storage, etc.). In all cases, entities dispensing or redistributing vaccines to

LTCFs are only providing doses immediately required. These vaccines can be administered on the day they are received, rendering any vaccine storage unnecessary. Example: An enrolled LTCF notifies their pharmacy they have 10 residents needing a vaccine. The pharmacy delivers one vial (10 doses) of vaccine to the facility along with the required syringes and other supplies. Facility staff receive the vial, bring it to room temperature, and administer all 10 doses right away. There is no need for vaccine storage.

Who cannot enroll?

If your facility does not have the clinical staff who are able to administer vaccines or the ability to report in VIIS, enrollment to become a provider is not possible. For more information, visit the [VDH Provider Enrollment Process Flow & Checklist](#) or the [general enrollment information page](#).

For questions about the provider enrollment, please visit the enrollment [website](#). If you have other questions, you may contact the VIIS Help Desk via phone at 1-866-375-9795 or email using viis_helpdesk@vdh.virginia.gov.

LHD Directory

It is important that every LTCF in Virginia utilize all available normal channels, as outlined above, to secure vaccine access. If those efforts are unsuccessful, the primary point of contact for the LTCF is the local health district. LHD staff can assist facilities in resolving issues with their normal channels or, if all else fails, may be able to assist directly with vaccine supply.

If you are not familiar with the local health district in your area or do not have contact information for your LHD, see the directory below (Appendix A). If your city/county is not included in the list, you may visit the [Local Health Districts Directory](#) to identify your health district and use the contacts in Appendix A to assist you.

Other Long-Term Care Facilities General Resources

Resources for up-to-date COVID-19 information change frequently as more information about the virus comes into focus. The VDH webpage linked below maintains a current list of the applicable guidance. All LTCFs should monitor this page frequently to stay abreast of the latest guidance.

[VDH Long-Term Care Task Force Page](#)

Appendix A: LHD Directory

LHD	Vaccine POC	Email 1	Email 2
Alexandria	Sara Naramore (Baltozer)	sara.baltozer@vdh.virginia.gov	
Alleghany/Roanoke	Kristin Adkins	kristin.adkins@vdh.virginia.gov	
Arlington	Corrie Silcox	corrie.silcox@arlingtonva.us	
Blue Ridge (frmly TJ)	Jen Fleischer	jennifer.fleisher@vdh.virginia.gov	
Central Shenandoah	Hilary Cronin	hilary.cronin@vdh.virginia.gov	CSHD_ESF8@vdh.virginia.gov
Central Virginia	Brittany Powell	brittany.powell@vdh.virginia.gov	
Chesapeake	Billie Blair-Taylor, MD; Jerry Tucker	billie.blair-taylor@vdh.virginia.gov	janae.voorhees@vdh.virginia.gov
Chesterfield	Vicki Stamps	vicki.stamps@vdh.virginia.gov	
Chickahominy	Karen Stalzer, Caitlin Hodge	karen.stalzer@vdh.virginia.gov	caitlin.hodge@vdh.virginia.gov
Crater	Katherine Lawson, Tamara Bailey	katherine.lawson@vdh.virginia.gov	tamara.bailey@vdh.virginia.gov
Cumberland Plateau	Amy Adkins, Robin Jackson	amy.adkins@vdh.virginia.gov	robin.jackson@vdh.virginia.gov
Eastern Shore	JJ Justis	jj.justis@vdh.virginia.gov	
Fairfax	Rene Najera, Savita Sood	Rene.Najera@fairfaxcounty.gov	savita.sood@fairfaxcounty.gov
Hampton	Kevin Pearce	kevin.pearce@vdh.virginia.gov	
Henrico	Erin Arizmendi, Amanda Holliday	erin.arizmendi@vdh.virginia.gov	amanda.holliday@vdh.virginia.gov
Lenowisco	Michelle McPheron, Cindy Jessee	michelle.mcpheron@vdh.virginia.gov	cindy.jessee@vdh.virginia.gov
Lord Fairfax	Leea Shirley	leea.shirley@vdh.virginia.gov	
Loudoun	Tara Blackley	tara.blackley@vdh.virginia.gov	
Mount Rogers	Sherry Jones	sherry.jones@vdh.virginia.gov	
New River	Noelle S. Bissell	noelle.bissell@vdh.virginia.gov	
Norfolk City	Delores Paulding, Joyce Sample	delores.paulding@vdh.virginia.gov	joyce.sample@vdh.virginia.gov
Peninsula	Kevin Pearce	kevin.pearce@vdh.virginia.gov	

Last Updated
05/05/2021

Piedmont	Cindy Debusk	cindy.debusk@vdh.virginia.gov	
Pitt/Dan	Katherine Waller	kathy.waller@vdh.virginia.gov	
Portsmouth	Samara Chapman	samara.chapman@vdh.virginia.gov	
Prince William	Linda Woods	linda.woods@vdh.virginia.gov	
Rappahannock	Jennifer Shiflett	jennifer.shiflett@vdh.virginia.gov	
RappRap	April Achter	april.achter@vdh.virginia.gov	
Richmond City	Erin Arizmendi, Amanda Holliday	erin.arizmendi@vdh.virginia.gov	Amanda.holliday@vdh.virginia.gov
Southside	Julia Gwaltney	julia.gwaltney@vdh.virginia.gov	jacquelyn.miles@vdh.virginia.gov
Three Rivers	Alexis Burrell	alexis.burrell@vdh.virginia.gov	
Virginia Beach	Robert Engle, Laurie Shaw	robert.enge@vdh.virginia.gov	laurie.shaw@vdh.virginia.gov
West Piedmont	Verna Burnette	verna.burnette@vdh.virginia.gov	
Western Tidewater	Sarah Scouten	sarah.scouten@vdh.virginia.gov	connor.smith@vdh.virginia.gov

Last Updated
05/05/2021