



NC DEPARTMENT OF
**HEALTH AND
HUMAN SERVICES**

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Division of Public Health

May 2, 2023

MEMORANDUM

TO: North Carolina Immunization Program (NCIP) Participants

FROM: Carrie Blanchard, PharmD, MPH *CB*
Interim Immunization Director

SUBJECT: Provider Agreement Clarification for Vaccine Management Systems (e.g., VaxCare)

The purpose of this memo is to provide guidance to NCIP providers who utilize a third-party vaccine management system, such as VaxCare, to manage private vaccine stock. As a reminder, NCIP providers must adhere to the requirements outlined in their Vaccines for Children Program Provider Agreement, including maintaining private and state virtual vaccine inventories in the North Carolina Immunization Registry (NCIR). Both public and private vaccine inventories must be available in the NCIR for assessment during VFC compliance site visits and potentially other NCIP-required visits. Additionally, providers must ensure proper documentation and replacement of borrowed doses from state and/or private vaccine stock.

Section 13 of the VFC Program Provider Agreement states:

*“Providers are required to have two separate vaccine inventories: one for publicly purchased vaccines and one for privately purchased vaccines (for privately insured patients). Providers must store, monitor, and maintain their private stock vaccine under the same requirements as vaccines supplied by the VFC Program including: use of appropriate storage units, use of data loggers with current calibration certificates, twice daily temperature documentation on a temperature log, daily MIN/MAX documentation, **recording of doses administered in the NCIR** and monthly reconciliation of inventory, etc.”*

All providers must enter vaccine administrations (whether from public or private stock) from live inventory in NCIR at the time of administration or by close of business day.

Failure to adhere to the program requirements could result in out of compliance findings during VFC compliance site visits, suspension from ordering, and/or unenrollment from the VFC program.

If you have any questions about this requirement or need additional assistance, please contact the Immunization Branch Help Desk at 1-877-873-6247.

Sincerely,

Carrie Blanchard

Carrie Blanchard, PharmD, MPH
Interim Immunization Director

NC DEPARTMENT OF HEALTH AND HUMAN SERVICES • DIVISION OF PUBLIC HEALTH • IMMUNIZATION BRANCH

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