

VFC Enrollment Training Guide



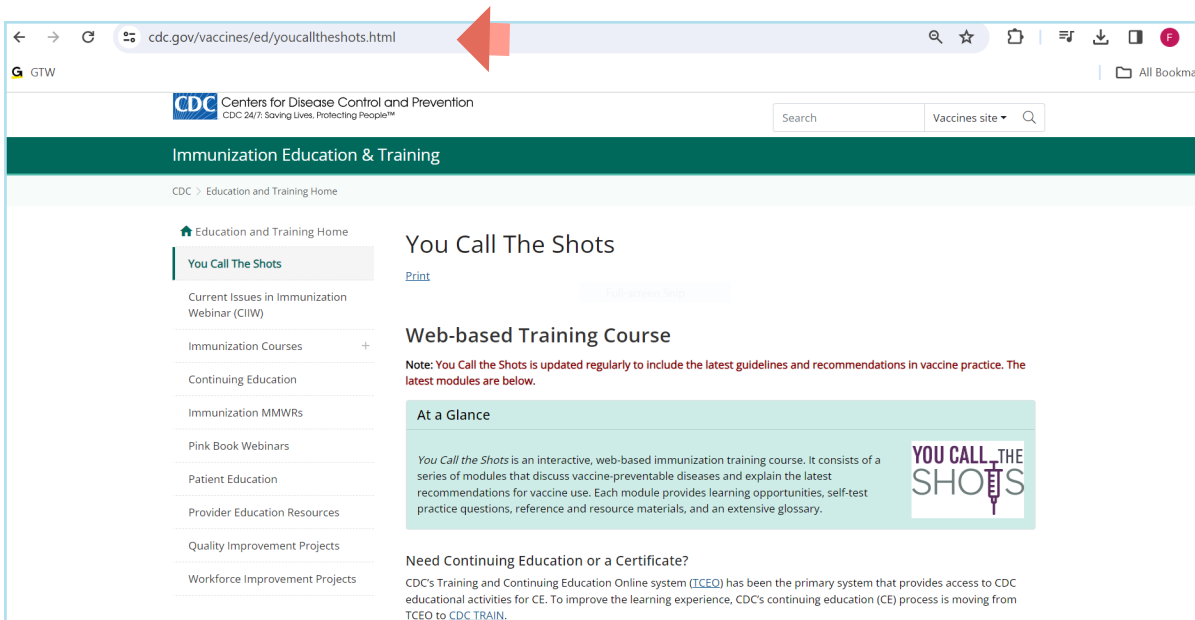
INTRODUCTION

The Immunization Section's VFC Annual Provider Staff Training will consist of two of the Centers for Disease Control and Prevention's (CDC) "You Call the Shots" interactive, Web-based training courses. The VFC enrollee, primary VFC coordinator, and back-up coordinator must each complete both trainings individually. Beginning January 1, 2024, CDC changed their continuing education/certificate process from TCEO to CDC TRAIN. A [CDC TRAIN](#) account must be created to complete the course assessment and evaluation to receive a certificate.

NOTE: Listing additional names or a group on certificates will not be accepted.

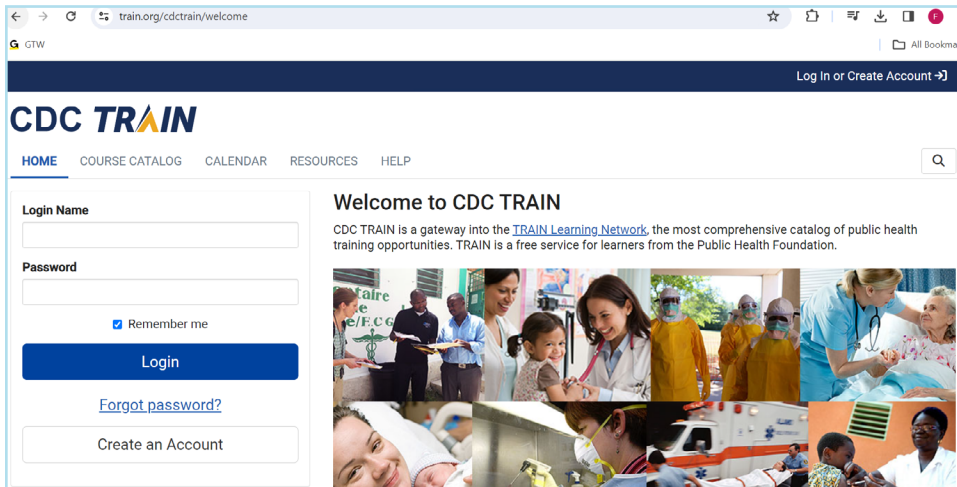
▶ STEP 1:

Go to CDC's "You Call the Shots" Web page by clicking on the link, or typing cdc.gov/vaccines/ed/youcalltheshots.html in the search engine of your desired Web browser (see image below).



STEP 2:

Create a [CDC TRAIN](#) account or login if you already have an account. The [CDC TRAIN Help Desk](#) is available for support for any login issues.

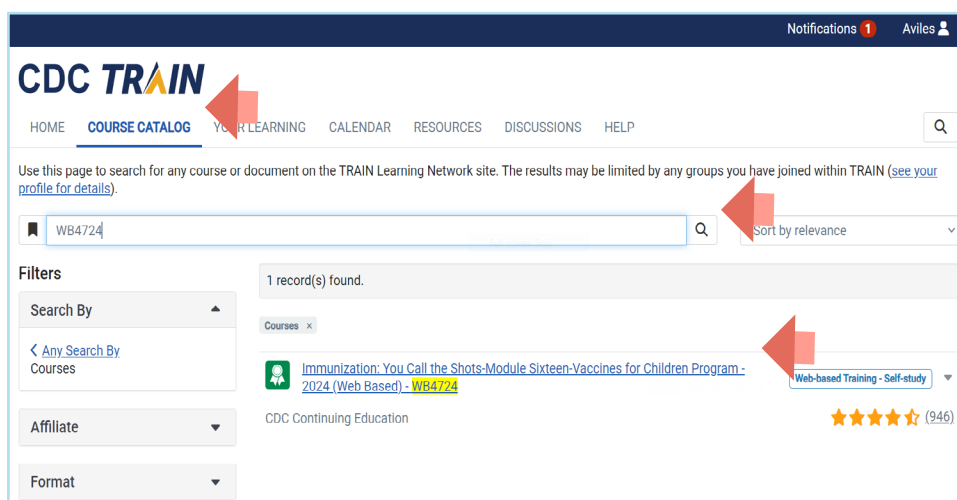


STEP 3:

Once logged in to CDC TRAIN, select **COURSE CATALOGUE** to search for the course. Enter the course number in the **Search TRAIN** field and click on course to continue.

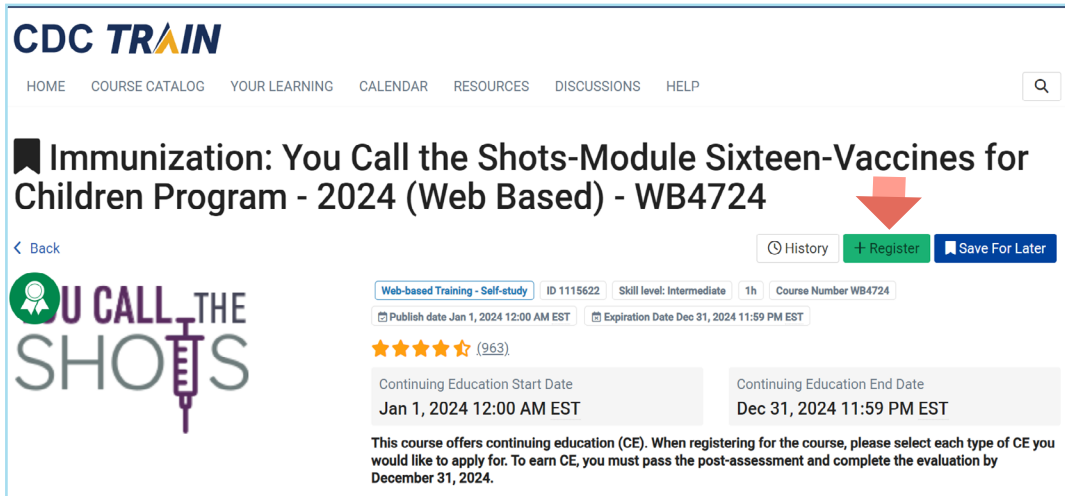
NOTE: The following **two** courses are required to complete for the Vaccines for Children (VFC) Annual Provider Staff Training.

- WB4724: Vaccines for Children Program - 2024
- WB4723: Storage and Handling – 2024

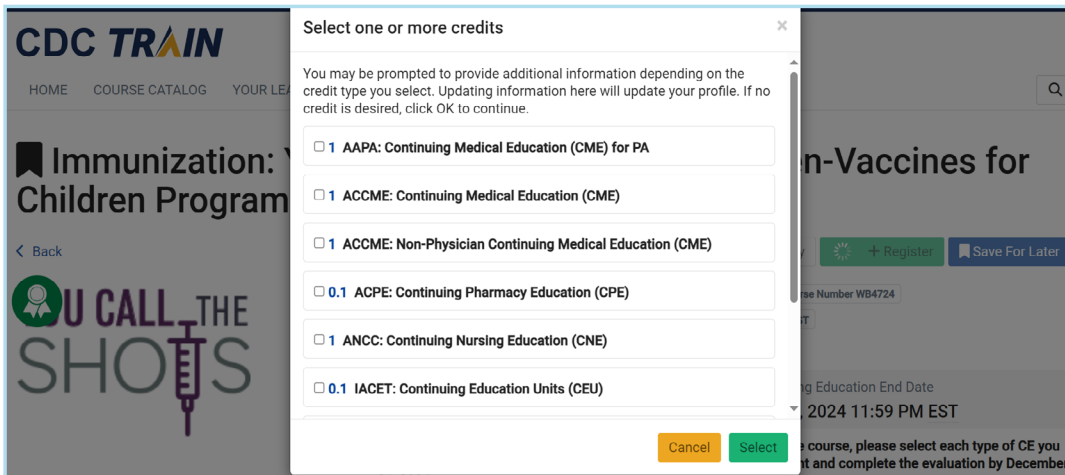


▶ **STEP 4:**

Once you have been directed to the course, click on **Register**.



NOTE: You will be prompted to select applicable credit type or click on **Select** to continue.



▶ **STEP 5:**

Click on **Launch**.

CDC TRAIN

HOME COURSE CATALOG YOUR LEARNING CALENDAR RESOURCES DISCUSSIONS HELP

Immunization: You Call the Shots-Module Sixteen-Vaccines for Children Program - 2024 (Web Based) - WB4724

[Back](#) More Actions **Launch**

YOU CALL THE SHOTS

In Progress Web-based Training - Self-study ID 1115622 Skill level: Intermediate 1h Course Number WB4724

Publish date Jan 1, 2024 12:00 AM EST Expiration Date Dec 31, 2024 11:59 PM EST

★★★★☆ (963)

Continuing Education Start Date	Continuing Education End Date
Jan 1, 2024 12:00 AM EST	Dec 31, 2024 11:59 PM EST

This course offers continuing education (CE). When registering for the course, please select each type of CE you would like to apply for. To earn CE, you must pass the post-assessment and complete the evaluation by December 31, 2024.

▶ **STEP 6:**

Scroll to the bottom of the page and click on **Continue** to start the course.

CE Instructions for WB4724: Immunization: You Call the Shots-Module Sixteen Vaccines for Children Program—2024 (Credit expires 12/31/2024)

Instructions for Obtaining Continuing Education (CE)

To receive continuing education (CE) for WB4724: Immunization: You Call the Shots-Module Sixteen-Vaccines for Children Program—2024, please visit [CDC TRAIN](#) and search for the course in the Course Catalog using WB4724. Follow the steps below by 12/31/2024.

1. Register for and complete the course.
2. Pass the post-assessment at 80%.
3. Complete the evaluation.
4. Visit "Your Learning" to access your certificates and transcript.

NOTE—You must pass the posttest at 80%. There are only 2 attempts allowed.
If you have any questions or problems, contact CDC TRAIN via email at TRAIN@cdc.gov. You may also contact the CE Coordinator at NCIRD, Melissa Barnett, at MBarnett2@cdc.gov.

PROGRAM DESCRIPTION: You Call the Shots is a series of interactive, web-based, immunization training courses that present practice-oriented immunization content in a step-by-step, self-study format. These courses are ideal for medical or nursing students, new vaccination providers, or seasoned health care providers seeking a review. You Call the Shots consists of a series of modules that discuss vaccine-preventable diseases and the latest recommendations for vaccine storage, administration, and use. Each module provides learning opportunities, self-test knowledge checks, reference and resource materials, and an extensive glossary. This module is the 16th in the series and focuses on the Vaccines for Children program.

OBJECTIVES: At the conclusion of the session, the participant will be able to:
Describe VFC program requirements.
Describe VFC billing practices.
Describe how providers function as team members of CDC's VFC program.
Describe the purpose of VFC-related site visits performed by state/local immunization programs.

FACULTY / CREDENTIALS:
M. Suzanne Johnson-DeLeon, MPH, Health Education and Information Specialist, CDC/NCIRD
Kroger, Andrew MD, MPH, Medical Officer, CDC, NCIRD
Tamara Surtees, MPH, Public Health Advisor; Vaccines for Children Program Specialist, CDC, NCIRD

ORIGINATION DATE: 01/01/24 **EXPIRATION DATE:** 12/31/2024
URL: <https://www2a.cdc.gov/nip/isd/ycts/mod1/courses/vfc/ce.asp>
HARDWARE/SOFTWARE: Computer Hardware; Internet connection; Browser; **MATERIALS:** Internet connection and computer

STEP 7:

After you have completed the course, follow the **CDC TRAIN** link provided at the top of the last slide to return to your CDC TRAIN account and complete the course assessment and evaluation.



Continuing Education Information Slide 105 of 105

You have completed this course.

If you would like to claim continuing education credits/contact hours or need a certificate of completion, please visit the CDC TRAIN website and follow the steps below.

1. Search and register for the course in CDC TRAIN. This course can be found at the [CDC TRAIN website](#).
2. Pass the posttest at 80%. NOTE—There are only 2 posttest attempts allowed.
3. Complete the evaluation.
4. Visit "Your Learning" to access your certificates and transcript.

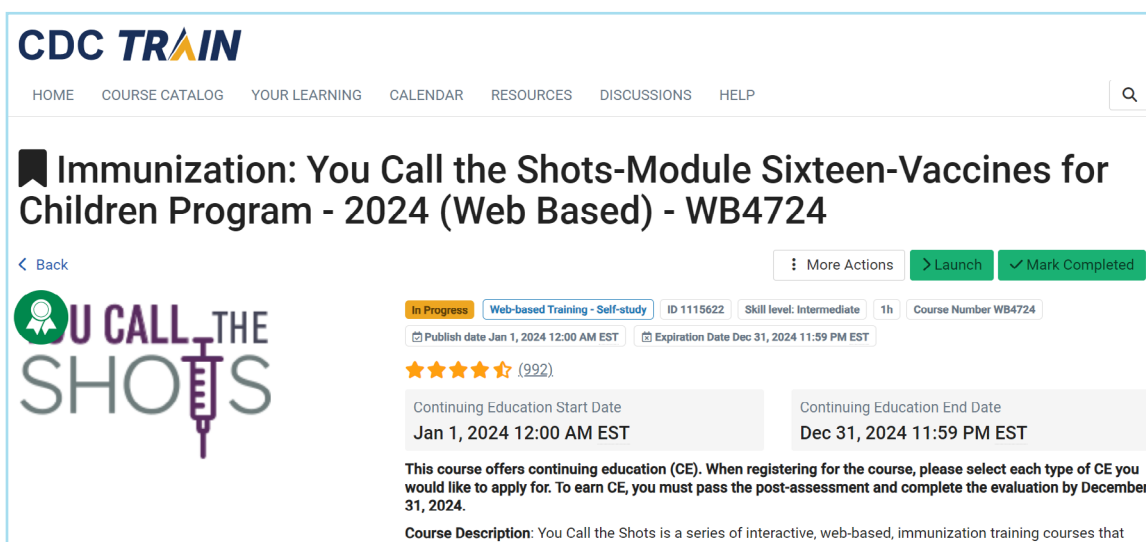
For questions related to course content, contact Nipinfo@cdc.gov.

For technical assistance with obtaining CE, contact train@cdc.org.

For additional assistance, you may also contact MBarnett2@cdc.gov.

STEP 8:

Click on **Mark Completed** which will prompt to initiate the post-assessment.



CDC TRAIN

HOME COURSE CATALOG YOUR LEARNING CALENDAR RESOURCES DISCUSSIONS HELP

Immunization: You Call the Shots-Module Sixteen-Vaccines for Children Program - 2024 (Web Based) - WB4724

< Back More Actions > Launch ✓ Mark Completed

YOU CALL THE SHOTS

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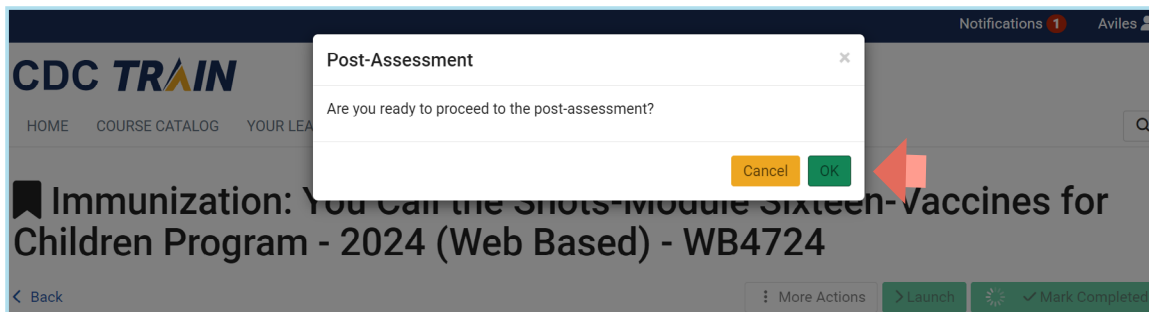
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Course Description: You Call the Shots is a series of interactive, web-based, immunization training courses that

▶ **STEP 9:**

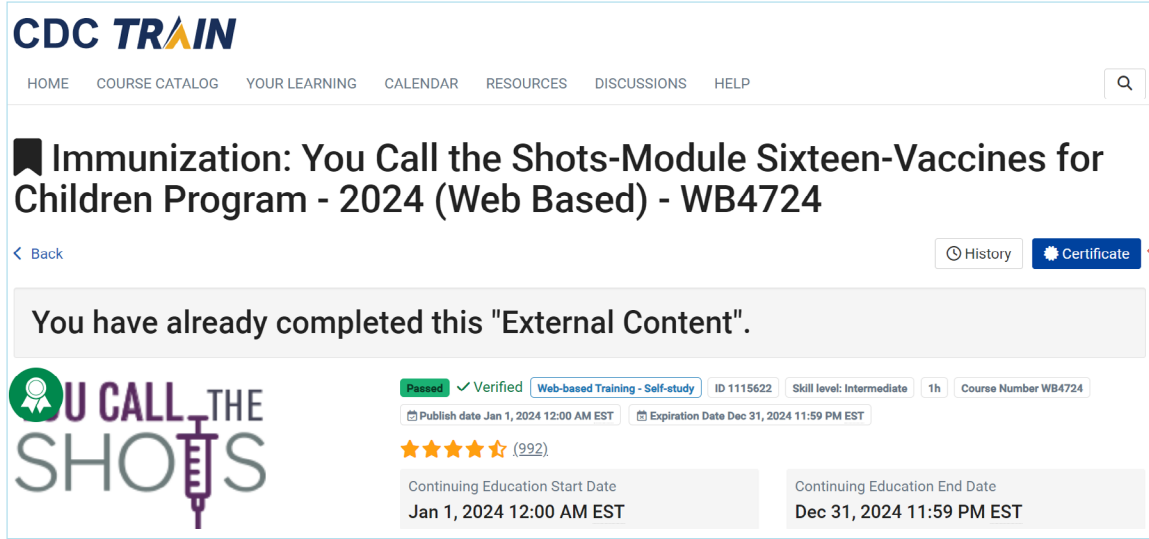
Click **OK** to start the post-assessment. You will have two attempts to get a passing score of at least 80%.

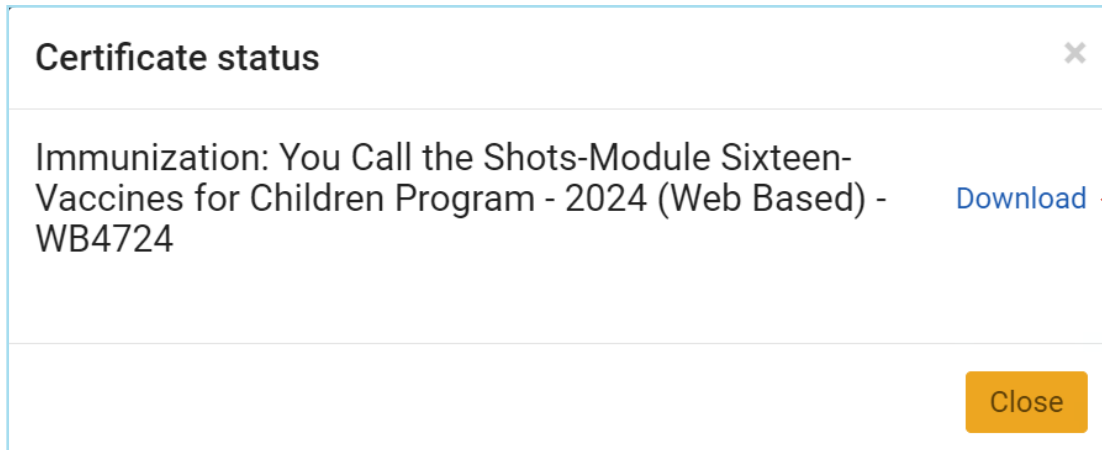


NOTE: The course evaluation will be available once the assessment is completed.

▶ **STEP 10:**

Once the course assessment and evaluation are completed, close the page to return to CDC TRAIN. The **Certificate** button will now be available to download the certificate.





Repeat STEPS 3 to 10 to complete the second course.

COMPLETION

E-mail **both** certificates to FloridaVFC@flhealth.gov. Include your VFC PIN number in the subject line of the e-mail.

For questions related to this training requirement, please call the VFC Help Desk at 1-877-888-7468, Option 1.

Help Desk



FREE TECHNICAL SUPPORT:

877-888-7468 (SHOT)
MONDAY – FRIDAY, 8 A.M. TO 5 P.M. EASTERN

INCLUDING:

- Merging duplicate patient records
- Adding account administrators
- Unlocking Florida SHOTS accounts
- Questions about any Florida SHOTS features
- General immunization questions