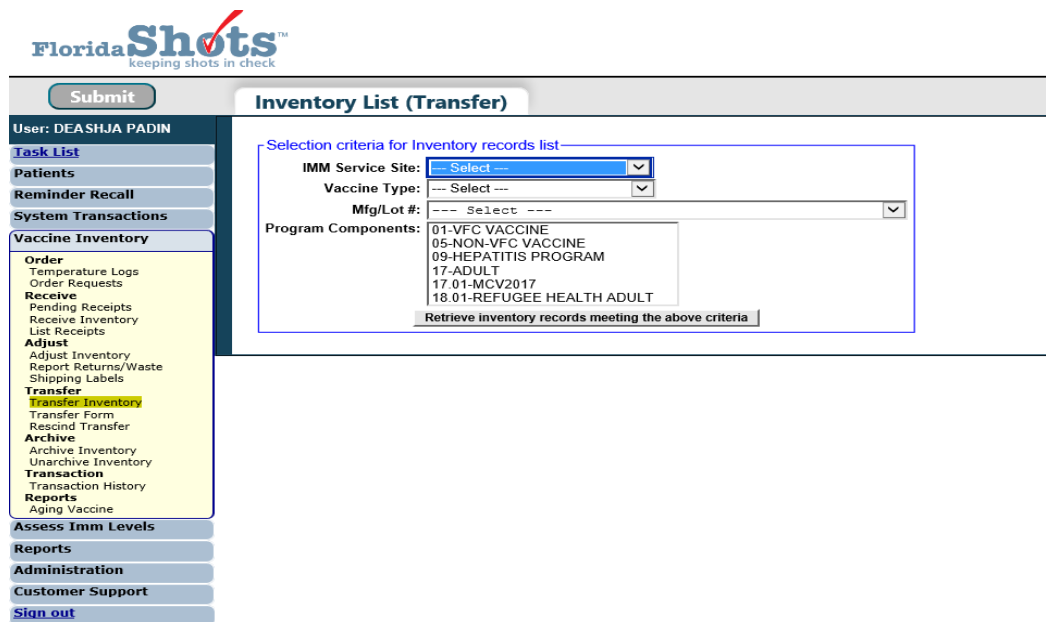


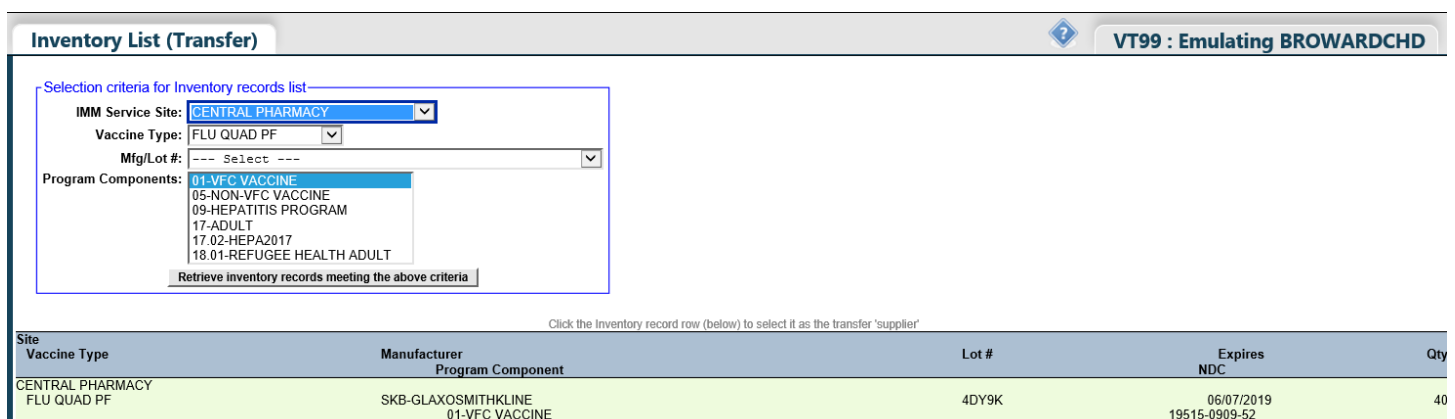
## Transfer Vaccines for Children 01 to Program Component 01.01 (Flu Point of Distribution Exercise)

This is a step-by-step guide on how to transfer your current Vaccines for Children vaccines from program component (01) into your new Flu Point of Distribution (POD) component (01.01) in FLSHOTS. **ONLY transfer Flu 01 vaccines that were ordered through your VFC Program at your CHD.**

- o Step One:
  - Login to FL SHOTS website, Click on **Vaccine Inventory** on you FL SHOTS menu. Select **Transfer Inventory**.



- On the Inventory List (Transfer) page, fill the selection criteria section. Select the **Service Site**, the **Vaccine Type**, **Lot Number** (optional) and the **program component** (pc 01) of the vaccine that you want to transfer from. Click *Retrieve inventory records meeting above criteria*.



**NOTE:** Inventory search will *only* display vaccines with current inventory. If any vaccine is zeroed out, it will not appear on this screen in FL SHOTS.

○ Step Two:

- Click on the vaccine you would like to transfer. After selecting the vaccine, you will be taken to the Transfer Inventory page.

Since this is a same site transfer, you will select your site from the drop-down menu.

**Transfer Inventory** VT99 : Emulating DADECHD

Inventory record being reduced

Site: CENTRAL PHARMACY  
Vaccine Type: FLU QUAD PF  
Manufacturer: SKB-GLAXOSMITHKLINE  
Lot Number: 4DY9K  
Expires: 06/07/2019  
NDC: 19515-0909-52  
Program Component: 01-VFC VACCINE

[Return to Inventory List](#)

Pending Transfer to be created for:

Effective Date: \* 09/28/2018

Select by providing Receiver Pin: - OR - Select by providing Organization Name: \*

Site: \* --- Select ---

Available Quantity	Transfer * Quantity	Remaining Quantity	Reason *
1140	1	1139	--- Select ---

Comment:

Maximum characters permitted is: 425. Character count: 0

○ Step Three:

- Input the amount you anticipate on using (you can transfer back what you don't use), **Transfer Quantity**. For the **Reason** select **"Pay Back Inventory"**, in the comment box you will enter the following: **Vaccines for Children 01 inventory being transferred to Program Component 01.01 (POD - VFC Eligible)**, you may also add any other information you would like to include for FL SHOTS to be aware of.

**Transfer Inventory** VT99 : Emulating DADECHD

Inventory record being reduced

Site: CENTRAL PHARMACY  
Vaccine Type: FLU QUAD PF  
Manufacturer: SKB-GLAXOSMITHKLINE  
Lot Number: 4DY9K  
Expires: 06/07/2019  
NDC: 19515-0909-52  
Program Component: 01-VFC VACCINE

[Return to Inventory List](#)

Pending Transfer to be created for:

Effective Date: \* 09/28/2018

Select by providing Receiver Pin: - OR - Select by providing Organization Name: \*

Site: \* CENTRAL PHARMACY (130262)

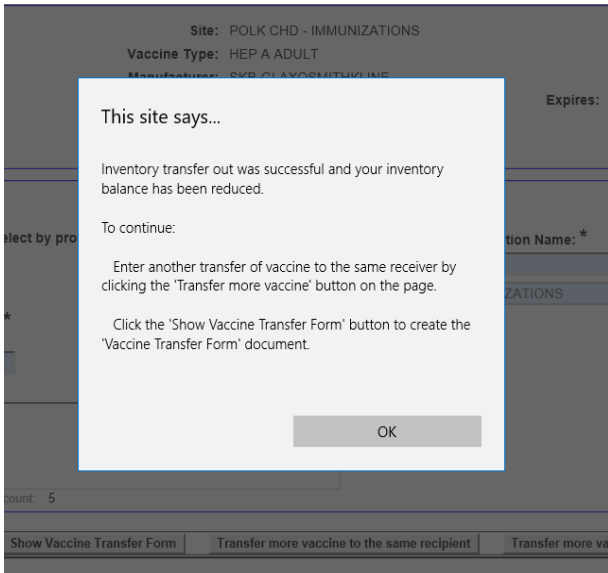
Available Quantity	Transfer * Quantity	Remaining Quantity	Reason *
1140	55	1085	Pay Back Inventory

Comment:

VACCINES FOR CHILDREN 01 INVENTORY BEING TRANSFERRED TO PROGRAM COMPONENT 01.01 (POD - VFC ELIGIBLE)

Maximum characters permitted is: 425. Character count: 101

- click **Submit** in the bottom left-hand corner.



**NOTE:** If the Transfer is successful, you will see this pop-up.

## Applying Pending Receipts

- To successfully complete the transfer of the inventory into PC 01.01 (POD for Pediatric Vaccines), you must accept the pending transfer receipt that was created in the previous step.

**NOTE:** As shown above (this will also appear on your task list when you first login).

**Unapplied Pending Receipts List** VT99 : Emulating BROWARDCHD

Sender:  VTrckS  CENTRAL PHARMACY  CENTRAL PHARMACY (VFC PIN:060031) [Receive Other Vaccine](#)

Receiving Service Site:  All  CENTRAL PHARMACY (VFC PIN:060031)  MILLS HEALTH CENTER (VFC PIN:061310)  DAHLI HIGHER HEALTH CENTER (VFC PIN:060022)

Receiving Service Site	NDC	Ship Date	Pgm Comp	Line Items (1)
CENTRAL PHARMACY	060031	09/25/2018	01	

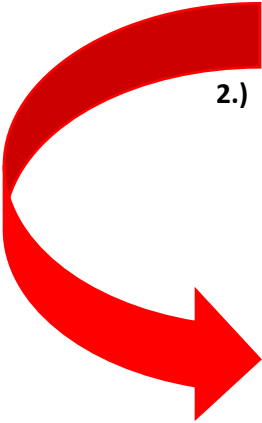
- Click on **"Line Items"** to go to the Apply Pending Transfer Page. Check the information to ensure the *lot*, *type*, and *expiration date* of the vaccine is correct. If the information listed is correct, *check* the box on the right-hand side that says **"Revise"**, checking this box it will give you the option to change your program component from **01 to 01.01**

1.) Simply, select on the drop down, then select **01.01**

Sender: CENTRAL PHARMACY (VFC PIN:060031) Ship Date: 09/25/2018  
Receiver: CENTRAL PHARMACY (VFC PIN:060031) Receipt Date: 09/25/2018

Item Nbr	Pgm Comp	NDC	Vaccine	Manufacturer	Lot Number	Expiration Date	Doses	Revise
1	-- Select -- 01	19515-0909-52	FLU QUAD PF	GLAXOSMITHKLINE	4DY9K	06/07/2019	50	<input checked="" type="checkbox"/>
Received:	01.01 05 09 17 17.03 18 18.01	19515-0909-52	FLU QUAD PF	GLAXOSMITHKLINE	4DY9K	06/07/2019	Reject <input type="checkbox"/>	<input type="checkbox"/> <b>Apply</b>


2.) After you have changed the 01 to the 01.01 component, now click the **"Apply"** button.



Doses	Revise
66	<input checked="" type="checkbox"/>
Reject <input type="checkbox"/>	<input type="button" value="Apply"/>

3.) Then click on ***“Apply transfer to inventory balances”*** button.

Manufacturer	Lot Number
GLAXOSMITHKLINE	5354D
GLAXOSMITHKLINE	5354D



[Apply transfer to inventory balances](#)

[Cancel](#)

[Return to Pending Receipt List](#)

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Now you have successfully added your current inventory into your new POD 01.01 component.