

2018 Seasonal Influenza Vaccine Point of Dispensing (POD) Frequently Asked Questions

- 1. My county would like to conduct a seasonal influenza vaccine POD. What do we need to do?**
 - a. Send an email to FloridaVFC@Flhealth.gov and HelpFL@flhealth.gov and provide the following information:
 - i. The VFC PIN that is to be used for the effort
 - ii. The date and location of the POD(s)
 - iii. How many people you intend to vaccinate
 - iv. A brief description of the activity

- 2. What happens next?**
 - a. Florida SHOTS is setting up a special effort to capture the doses administered during these PODs statewide.
 - b. After you provide the VFC program with the information above (see FAQ #1), the effort will be turned on for you.
 - c. You will then be able to transfer inventory and document administration under that effort.

- 3. Are all counties required to participate?**
 - a. Neither the Immunization Section nor the Bureau of Preparedness and Response requires County Health Departments (CHDs) to conduct seasonal influenza vaccine PODs.
 - b. These vaccination clinics are recommended though, and logistical support (vaccines) and technical assistance will be provided to encourage CHD participation.

- 4. Can I use this seasonal flu POD to meet CHD Preparedness Expectation #24?**
 - a. Yes, but:
 - i. POD must be conducted outside of normal immunization clinic operations, and
 - ii. All data requirements must be collected and reported (see FAQs 14 and 15 below)
 - b. CHD Expectation #24
 - i. "CHD must conduct or participate in a MCM dispensing exercise (within five years). A real-world incident may be used in place of an exercise, to include public vaccination clinics."

- 5. Can my county still conduct a seasonal flu vaccine POD if we've already fulfilled the requirement for CHD Preparedness Expectation #24?**
 - a. Yes.

- 6. Where can I find training concerning inventory transfer and documenting administration in FL SHOTS for this effort?**
 - a. Training guides can be found at the following location:
<http://flshotsusers.com/training/training-guides#two>
 - b. We expect the training guide specific to this effort to be posted by October 1st.

- 7. What patients are eligible to participate?**
 - a. All patients are eligible.
 - b. When vaccine is administered as part of a public health preparedness exercise the normal eligibility rules do not apply.
 - c. All adults and insured/underinsured children should be given Program Component 17 (PC17) vaccine.
 - d. Children that have no insurance, have Medicaid, are Alaskan Native or American Indian should be given VFC vaccine.

- 8. When should we hold these PODs?**
 - a. Florida SHOTS plans to deploy an update the weekend of September 29th.
 - b. The flu preparedness effort in FL SHOTS should be available for use on October 1st.
 - c. The earlier in the season patients receive the flu vaccine the better.
 - d. Our direction is to complete the PODs by October 31st.

- 9. If we don't complete the POD by October 31st, will we still be allowed to request vaccine, conduct a POD, and document administration through the special effort that's being created?**
 - a. The effort will remain open until December 31st, but as stated above, to be of benefit for the prevention of influenza, sooner is better.

- 10. We do not have enough vaccine on hand to conduct our POD. Who do we contact?**
 - a. Please email James.Cobb@flhealth.gov and Halsey.Rhodes@flhealth.gov
 - b. Provide:
 - i. VFC PIN you want the doses shipped to,
 - ii. the number of VFC and PC17 doses you need, and
 - iii. identify that the request is for a seasonal flu POD.
 - c. Jim or Halsey will place a special order in FL SHOTS to get the vaccine to you.

- 11. How quickly do special orders ship?**
 - a. Typically, influenza vaccine special orders placed before noon ship the following day and arrive within 48 hours.
 - b. There are no guarantees, so it is best to place orders at least 7 days ahead of time.

- 12. Does this have to be an Open POD?**
 - a. No, this can be either an Open or a Closed POD.

13. Does this have to be a walk-through POD?

- a. No, this can be a walk-through, drive-through, or combination POD.

14. What data elements must be collected during the POD?

- a. Required data elements include:
 - i. POD setup start and end times
 - ii. Dispensing start and end times
 - iii. Average time spent with each client
- b. For the full list, please see the attached document entitled “Seasonal Influenza Vaccine POD Required Data”

15. How do we submit our POD data?

- a. POD data must be submitted to the Bureau of Preparedness and Response by December 31st
- b. A weblink for data submission will be provided before close of business on Friday, October 5th
- c. A full After-Action Report is not required however if one is completed, please submit it as well

16. Where can I find more information about conducting an off-site vaccination clinic?

- a. <https://www.izsummitpartners.org/content/uploads/2018/08/off-site-vaccination-clinic-checklist-v4.pdf>

17. Who can I contact for technical assistance?

Immunizations Section

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Bureau of Preparedness and Response

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