
VFC Provider Education Policy

Clinic VFC primary and back-up coordinators must complete an educational training each calendar year. The educational training must cover all VFC requirements and the proper vaccine storage and handling of VFC vaccine.

At a minimum, the VFC Providers primary and back-up coordinators must complete the “*Vaccines For Children (VFC)*” and the “*Vaccine Storage and Handling*” modules to meet the provider educational requirement. The modules certificate of completion must be kept on file in the clinic for a minimum of 3 years. The VFC Reviewer will request a copy of the completion certificates during the VFC Provider Compliance Site Visit. The 2015 modules have been updated by CDC!

The education modules are found at: <http://www.cdc.gov/vaccines/ed/youcalltheshots.htm>

New VFC Coordinator Appointment

VFC Providers must appoint a primary and a secondary VFC clinic coordinator that will fulfill assigned vaccine management responsibilities at all times. In the event a new person is appointed to replace the primary VFC clinic coordinator, the Kansas Immunization Program must be notified no later than 15 days after the new VFC Coordinator is appointed. The new VFC coordinator must submit to the Kansas Immunization Program’s VFC Manager, a certificate of completion for the education modules within 30 days after their appointment. A Change of Contact Form is attached for your use.

Initial VFC Provider Enrollment

The Kansas Immunization Program will not enroll any new clinic in the VFC program until the primary and back-up VFC Coordinators have completed and submitted, to the Kansas Immunization Program, a certificate of completion for both the “*Vaccines For Children (VFC)*” and the “*Vaccine Storage and Handling*” modules. This component of the enrollment process must be completed prior to finalizing enrollment and activation of the VFC PIN number. This activity will meet the educational requirement for that years’ annual enrollment period.