

## MnVFC Announcement

Date: April 22, 2024  
To: MnVFC Providers  
From: MnVFC Program  
Re: **MnVFC Site Visits and Severe Weather Reminders**

Please route to:

- Clinical supervisor
- Medical director
- Clinic manager
- Clinic staff
- Pharmacy
- Vaccine staff

### MnVFC site visits

Our program is preparing for MnVFC visits due this year. If you did not participate in a full MnVFC site visit last year, a site reviewer will be contacting you to schedule a visit sometime in 2024. When the visit is scheduled, your site reviewer will send a fillable MnVFC Pre-Visit Checklist. Once completed, email the checklist back to the site reviewer.

There are areas where you can focus your attention to prepare for the visit. Data from July 2022 to present shows these items involved follow-up after the visit (at 30 days and possibly at 6 months):

- Borrowing (for Separate Stock sites): Accidental borrowing or running out of inventory between orders and frequent borrowing.
- Incorrect vaccine dose documentation: VIS/IIS/EUA date given, staff credentials, or address of clinic not listed.
- Backup temperature monitoring device not currently calibrated or not present.
- Key staff (vaccine coordinator and backup coordinator) did not take the MnVFC annual training.
- Eligibility screening not done correctly: MnVFC eligibility documented when the child had private insurance.

### Severe weather

With spring comes the potential for severe weather. Be prepared for power outages!

- **Review your emergency vaccine management plan** and update as needed.
- **Train staff on how to implement the emergency plan** and then practice it.
- **Check your equipment to make sure it is available and functional** (e.g., DDL calibrated, transport equipment ready with packing materials, paper temperature logs available, flashlights and batteries ready, etc.).
- **Keep vaccine inside the unit if it remains within the recommended range.** Monitor your unit with a digital data logger (DDL) to determine when to take further action.
- **Open the door only when power restores**, or if it needs to be packed and moved to your alternate site (if safe to do so).
- **Follow-up with MDH and vaccine manufacturers if any excursions** and document using the Storage and Handling Mishap Checklist found on [Vaccine Management Forms](http://www.health.state.mn.us/people/immunize/hcp/mnvfc/forms.html) ([www.health.state.mn.us/people/immunize/hcp/mnvfc/forms.html](http://www.health.state.mn.us/people/immunize/hcp/mnvfc/forms.html)).

### Resources

- MnVFC Policies and Procedures Manuals on [MnVFC Required Reports and Trainings](http://www.health.state.mn.us/people/immunize/hcp/mnvfc/required.html) ([www.health.state.mn.us/people/immunize/hcp/mnvfc/required.html](http://www.health.state.mn.us/people/immunize/hcp/mnvfc/required.html)).
- [CDC: Vaccine Storage and Handling Toolkit - January 2023](http://www.cdc.gov/vaccines/hcp/admin/storage/toolkit/storage-handling-toolkit.pdf) ([www.cdc.gov/vaccines/hcp/admin/storage/toolkit/storage-handling-toolkit.pdf](http://www.cdc.gov/vaccines/hcp/admin/storage/toolkit/storage-handling-toolkit.pdf)) (Section Seven, Emergency Vaccine Storage and Handling, pgs. 27-29).
- [CDC: Packing Vaccines for Transport during Emergencies](http://www.cdc.gov/vaccines/hcp/admin/storage/downloads/emergency-transport.pdf) ([www.cdc.gov/vaccines/hcp/admin/storage/downloads/emergency-transport.pdf](http://www.cdc.gov/vaccines/hcp/admin/storage/downloads/emergency-transport.pdf)).