

## Highlights from COVID-19 Vaccine Provider Call – March 5<sup>th</sup>

### Guidance on Placing COVID-19 Vaccine Orders

Starting Monday 3/8/2021, providers will be placing their own orders for the COVID-19 vaccines in OSIIS. Please see important information below.

- Providers will reconcile their inventory through OSIIS every Monday by 12:00 pm. Count day must be Monday, you cannot reconcile on Friday or on any other day of the week.

A separate “Inventory Location” has been created for COVID-19 vaccines. This location name will have “COVID” in it. You need to reconcile only COVID-19 vaccines at this location.

Example: KAY CHD-COVID.

KAY CHD-COVID - 360005									
COVID-19 mRNA (MOD) (Moderna COVID-19 (10 x 10 dose 5.0 mL MDV))	MOD	80777-0273-99	014M20A	08/12/2021	PAN	757	?	Action ▾	

When accepting COVID-19 vaccine shipment into the inventory, please select COVID-19 vaccine inventory location from the drop down list.

Inventory Location *	<input type="text"/>
Vaccine   Mfg   NDC   Brand *	<input type="text"/>
Lot Number *	<input type="text"/>

KAY CHD - PONCA CITY > INV: KAY CHD-PONCA CITY

KAY CHD - PONCA CITY > KAY CHD-COVID

- Orders will need to be placed in OSIIS by close of business Monday (5:00 pm). After 5:00 pm Monday, orders will not be accepted.
- Separate orders need to be placed for each vaccine type. COVID-19 vaccine orders cannot be lumped together or ordered with other vaccines. For example if you are wanting Pfizer and Moderna you will need to place one order for Pfizer, then submit, then place the second order for Moderna.
- Providers that have ordered vaccines but have not reconciled will have their orders rejected.
- Providers need to update their inventory daily in OSIIS and VaccineFinder.
- If there is not enough vaccine allocation from the Federal Government, the orders will be rejected and new orders will need to be placed following Monday.
- Orders can and will be adjusted by the Immunization Service depending on the State allocation.
- Pfizer minimum order is 1170. Moderna – 100, Janssen – 100.
- Treat vaccine as inventory not as Prime and Boost, order the minimum quantity of vaccine that you can use in 7 days.
- Orders will be received by the provider within 10-12 days after placing order in OSIIS. Shipping Delays will be communicated.
- Contact OSDH VaccineHelp at VaccineHelp@health.ok.gov if you need help placing order in OSIIS and OSIIS Helpdesk at OSIIShelp@health.ok.gov for any questions regarding OSIIS.

## **Questions Asked During the Call**

1. When do you plan to open the last two parts of phase 2?
  - a. **All parts of Phase 1 and Phase 2 are open as of Monday, March 8,2021**
2. How do I check for available appointments each week?
  - a. **The best time each week to check for new appointments is between 5 p.m. on Wednesday and 8 a.m. on Thursday. You can find more information on [our website](#).**
3. How long will it take to receive COVID-19 vaccine orders?
  - a. **If no weather or other delays, the orders should be received in 10-12 days after it was placed in OSIS.**
4. Will COVID-19 vaccine ordering continue to cause issues with VFC vaccines orders?
  - a. **The error will be fixed on March 12 by the vendor.**
5. Who is responsible for reporting daily inventory to Vaccine Finder?
  - a. **Provider that are enrolled as COVID-19 Vaccination Provider should report COVID-19 vaccine inventory daily. Providers should have received an email from Vaccine Finder to sign up.**
6. If we reconcile on Fridays, will that allow us to order on Mondays?
  - a. **No. Count day for reconciliation must be Monday.**
7. If we have no vaccines do we have to do Vaccine Finder?
  - a. **Register if you received registration link, but you don't need to report inventory if you don't have it.**
8. Is there a minimum for ordering doses through the OSIS?
  - a. **Min orders: Moderna - 100 doses, J&J - 100 doses, Pfizer - 1170 doses.**
9. What if you can't use the minimum order in 7 days?
  - a. **If you need smaller orders than above, please reach out to your local County Health Department to request doses that you can administer in 7 days.**
10. We signed up to get COVID Vaccine, however we have not received any COVID vaccines or heard from anyone in regards to when we will be receiving them. Do we need to get on and order them?
  - a. **As vaccine supply increases, we will reach out to more providers. If you have not received any COVID-19 vaccines before, please do not create order. We will reach out to you as when to place orders.**
11. What is on the list for the state inspection?
  - a. **Please check a list on [our website](#).**
12. Now that vaccine will be ordered directly in specific box sizes, there may be a need to coordinate with nearby partners to share vaccine when numbers of appointments achievable will be short of the minimum order size (multiples of 100 or 1170).
  - a. **Please reach out to your local County Health Department and Immunization Field Consultant for assistance (see next page for contact information).**

## **IFC Contact Information**

<b>Area Served</b>	<b>Contact Name</b>	<b>Contact Number</b>
Beckham, Greer, Harmon, Jackson, Kiowa, Washita	J. 'Bradley' Jackson	Office: 580-225-1173 Cell: 580-303-1026
Atoka, Bryan, Choctaw, Latimer, Leflore, Pushmataha, McCurtain	Zoe Whitworth	Office: 580-924-4285 Cell: 580-307-7709
Blaine, Caddo, Canadian, Oklahoma	Shauna George	Office: 405-354-4872 Cell: 405-626-1897
Carter, Cotton, Garvin, Jefferson, Johnston, Love, Marshall, Murray, Pontotoc, Stephens	Tamela Dinwiddle	Office: 580-223-9705 Cell: 580-220-7427
Cleveland, Comanche, Grady, McClain, Tillman	Sonja Claborn	Office: 580-585-6716 Cell: 580-307-7685
Creek, Okmulgee, Okfuskee, Tulsa, Wagoner	Ron Kroening	Office: 918-224-5531 ext: 243 Cell: 918-695-6317
Garfield, Grant, Kay, Kingfisher, Logan, Lincoln, Noble, Pawnee, Payne	Katrina Fuksa	Office: 580-233-0650 Cell: 580-366-9375
Adair, Cherokee, Coal, Haskell, McIntosh, Muskogee, Pittsburgh, Sequoyah	Mike Zaleski	Office: 918-912-2169 Cell: 918-348-6396
Pottawatomie, Seminole	Gus Riveria	Office: 450-271-4073 Cell: 405-885-0265
Craig, Delaware, Mayes, Nowata, Osage, Ottawa, Rogers, Washington	Tina Shatto	Office: 918-341-3166 Cell: 918-497-9250
Tulsa	Angela Jackson	Office: 918-594-476 Cell: 918-200-5058
Beaver, Cimarron, Custer, Dewey, Ellis, Harper, Major, Roger Mills, Texas, Woods, Woodward	Mikki McIntosh	Office: 580-256-6416 Cell: 580-216-9633

## **Contact Info and Other Helpful Links**

- **OSIIS Help Desk** - [OSIIShelp@health.ok.gov](mailto:OSIIShelp@health.ok.gov): For all technical issues with OSIIS registrations, new user profiles, etc.
- **Immunization Services** - [Immunize@health.ok.gov](mailto:Immunize@health.ok.gov): For any enrollment questions.
  - To ensure that you receive the notifications please add this email address as well as: [CVGOVERNMENT@Pfizer.com](mailto:CVGOVERNMENT@Pfizer.com), [CDCCustomerService@McKesson.com](mailto:CDCCustomerService@McKesson.com) & [Pfizer.logistics@controlant.com](mailto:Pfizer.logistics@controlant.com) to your safe list for e-mail acceptance.
- **Vaccine Finder** - [vaccinefinder@castlighthhealth.com](mailto:vaccinefinder@castlighthhealth.com): For technical assistance with account log-in problems, password resets, file upload errors, and [eocevent522@cdc.gov](mailto:eocevent522@cdc.gov): For Registration, email change help and for general COVID VaccineFinder inquiries.
- **VSIR** - [Tinas@health.ok.gov](mailto:Tinas@health.ok.gov)
  - You can locate the VSIR form on our website 24/7 [here](#) (scroll to the bottom of the page).
- **CDC COVID Data Tracker**: <https://covid.cdc.gov/covid-data-tracker/#vaccinations>
- **COVID-19 Vaccine Training Materials for Providers**: <https://app.box.com/s/xpuqn4lpd2rp6s7dllrb9s37ffdp7lzm> (no account needed, click Download).