

Federal Requirements of the VFC Program

1. **Appropriate immunization schedule, dosage and contraindications** established by the Department of Health and Human Services (DHHS) and Advisory Committee on Immunization Practices (ACIP) shall be complied with, unless (a) in making a medical judgment in accordance with accepted medical practice, the physician deems such compliance to be medically inappropriate, or (b) the particular requirement is not in compliance with state law, including state laws relating to religious or other exemptions. The ACIP immunization schedule is compatible with both the American Academy of Pediatrics (AAP) and the American Academy of Family Physicians (AAFP) recommendations.
2. **Screen patients** and administer VFC program purchased vaccine only to a child (18 years of age or younger) who qualifies under one or more of the following categories:
 - Is enrolled in Medicaid
 - Does not have health insurance
 - Is an American Indian or Alaskan Native
 - Has health insurance that does not pay for the vaccine (only applicable to FQHC, RHC or LHD).
3. Physicians must maintain records of the authorized representative's responses about the child's VFC eligibility for a period of at least three years. Release of such records will be bound by the privacy protection of federal Medicaid law.
4. If requested, a provider must make such records available to the state or the Department of Health and Human Services (DHHS).
5. Administer VFC vaccines only in eligible age cohorts for each vaccine, as set by the Advisory Committee on Immunization Practices (ACIP) in VFC resolutions.
6. **Vaccine Information Statements (VISs)** must be provided to parents/guardians and records maintained in accordance with the National Childhood Vaccine Injury Act.
7. **No charge** shall be imposed for the cost of vaccine purchased with federal funding.

8. No charge for the administration of the vaccine in any amount higher than the maximum fee rule established by DHHS (\$19.85/injection in WV) shall be imposed.
9. The administration of a federally procured vaccine to a child shall not be denied due to the inability of the child's parent/guardian/individual to pay an administration fee.
10. **All immunization records** must contain the following documentation required by statute 42 US Code 300aa-25:
 - a) Name of vaccine given
 - b) Date vaccine was given
 - c) Name of vaccine manufacturer
 - d) Lot number
 - e) Signature and title of person who gave the vaccine
 - f) Address of clinic where vaccine was given
 - g) Publication date of VIS, and the date the VIS was given
 - h) Site of vaccination.

- ***Adverse events following vaccinations should be reported to the Vaccine Adverse Event Reporting System (VAERS).***