



TEXAS DEPARTMENT OF STATE HEALTH SERVICES

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COMMISSIONER

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RE: Policy 0014-6 TVFC Vaccine Borrowing

Dear Texas Vaccines for Children (TVFC) Provider;

The Centers for Disease Control and Prevention (CDC) is requiring state immunization programs to enhance oversight of all vaccine borrowing within VFC provider sites. As such, the Texas Department of State Health Services (DSHS) Immunization Branch is enforcing its policy of not allowing vaccine borrowing between TVFC and non-TVFC (privately-insured) clients.

TVFC providers are expected to maintain an adequate inventory of vaccine for both their TVFC eligible and privately insured clients. Vaccines supplied by the TVFC Program cannot be provided to a non-TVFC eligible client. Undocumented borrowing and administering TVFC vaccines to a non-TVFC eligible patient is considered fraud. Providers must not use TVFC vaccines as a replacement system for filling the vaccine needs of a non-TVFC privately insured client.

If a TVFC dose(s) is accidentally administered to a non-TVFC eligible client, the provider must:

1. Complete the attached TVFC Vaccine Borrowing Form (EF11-14171). Each vaccine that was administered to a non-TVFC eligible client must be listed on a separate row on the form.
2. Replace the vaccine immediately and account for the replacement in the Electronic Vaccine Inventory (EVI) System.
3. Fax a copy of the Vaccine Borrowing Form to the appropriate DSHS Health Service Region (HSR) within 24 hours. Please follow HIPAA guidelines when faxing this form to the DSHS HSR.
4. The Vaccine Borrowing Form must be kept as part of the TVFC Program records for a minimum five years and be made easily available.

It is the responsibility of the TVFC provider to ensure that all staff members are familiar with TVFC Program requirements. Adequate vaccine supply must be maintained in accordance with the clinic's patient population (TVFC eligible and private patients). TVFC vaccine and private vaccine must be kept separate and clearly labeled as such. Providers must track vaccine usage and account for all doses of TVFC supplied vaccine.

Thank you very much for your continued support of the TVFC Program. For any questions, please contact the appropriate DSHS HSR below.

DSHS Health Service Region Phone List

Provider PINS Beginning With	Health Service Region	Phone Number
01	HSR 1	806-783-6416
02	HSR 2	325-795-5660
03	HSR 3	817-264-4793
04 or 05 not in Hardin, Jefferson or Orange Counties	HSR 4/5N	903-533-5310
05 in Hardin, Jefferson or Orange Counties or 06 or 25	HSR 6/5S	713-767-3410
07	HSR 7	254-778-6744
08 or 00	HSR 8	210-949-2067
09	HSR 9	432-571-4132
10	HSR 10	915-834-7924
11	HSR 11	956-421-5552

Sincerely,



Saroj Rai, PhD
Immunization Branch Manager