



March 19, 2020

RE: COVID-19 and Texas Vaccines for Children (TVFC) and Adult Safety Net (ASN) Programs Site Visits

Dear TVFC/ASN-enrolled Providers,

As we begin this new week amidst the rapidly evolving COVID-19 outbreak, we want to thank you all for your commitment to serving as a provider for the TVFC/ASN Programs. As the Director of the Immunization Unit, please know that your health and safety are of the utmost importance. In light of the current CDC social distancing recommendations for COVID-19, all in-person site visits for TVFC/ASN Programs have been discontinued until further notice. This includes the following:

- TVFC/ASN Compliance-only visits;
- TVFC Combination visits (IQIP and Compliance);
- TVFC/ASN new enrollment visits; and
- TVFC/ASN storage and handling visits

The Department of State Health Services (DSHS) Quality Assurance Contractor, TMF Health Quality Institute, is aware of this directive. Please do not contact them directly, as they are working to cancel any site visits that have been scheduled. Questions regarding previously scheduled site visits must be directed to your Responsible Entity (RE).

For providers that have already received an IQIP, compliance, or storage and handling visit, your RE will continue to conduct follow up activities as these can be completed remotely. Please ensure that your office staff are prepared to continue with any follow up activities.

As you see an increase in daily workload or experience staff shortages in your offices, it is important that vaccine safety remains a priority. Compliance with TVFC/ASN storage and handling requirements must be maintained in accordance with program policies. In keeping with policy, all enrolled providers must continue

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to monitor temperatures for all storage units that contain TVFC/ASN vaccines and continue to submit your monthly reports.

As usual, by the 5th of each month, the following documents are required to be submitted to your RE:

- Monthly Biological Report (C-33)
- Biological Order Form (EC-68-1 or EC-68-2)
- Temperature Recording Forms (EC-105)
- Vaccine Loss Report, if applicable
- TVFC/ASN Borrowing Form, if applicable
- Any other reports or required documents

In addition, your RE may conduct spot checks on your vaccine storage units as an alternative method for your in-person TVFC/ASN Compliance Visit. Spot checks can include but are not limited to:

- Images of your storage units to show vaccine and data logger probe placement, vaccine labeling and water bottle placement
- Data logger certificates of calibration
- Verification of training certificates for your primary and backup vaccine coordinator
- Review of temperature recording forms for verification of twice daily temperatures

Failure to submit the required documents will result in future vaccine orders placed on hold by your RE. Because in-person visits cannot be conducted at this time, monthly reports will be reviewed extensively to verify that you are complying with required vaccine management protocols. For more information regarding proper storage and handling of vaccine, please refer to the 2020 TVFC/ASN Provider Manual, Chapter 3 Vaccine Management at <https://dshs.texas.gov/immunize/tvfc/TVFC-and-ASN-Provider-Manual/.aspx> or contact your RE at their contact information listed below.

Finally, because these are new and stressful times, kindness and patience are more important than ever before. Please take care of yourself and follow all CDC and DSHS guidelines to protect yourself, family and co-workers from the spread of COVID-19.

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Thank you,

Antonio Aragon

Antonio (Tony) Aragon, MS
Immunization Unit Director

Responsible Entity Contact Information

PINS Beginning With	TVFC Contact	Phone Number
00	City of San Antonio	210-207-3965
01	PHR 1	806-783-6412
02	PHR 2	325-795-5660
03	PHR 3	817-264-4790
04 or 05 not in Hardin, Jefferson or Orange Counties	PHR 4/5N	903-533-5310
05 in Hardin, Jefferson or Orange Counties, 06	PHR 6/5S	713-767-3410
07	PHR 7	254-778-6744
08	PHR 8	210-949-2067
09	PHR 9	432-571-4137
10	PHR 10	915-834-7924
11	PHR 11	956-421-5552
25	City of Houston	832-393-5188