

VFC Program

Ten Helpful Tips for VFC



1. Assign a **Vaccine Coordinator** and **Back-up Coordinator** to manage all vaccine orders and storage.
2. Check vaccine storage temperature twice a day. Ensure that temperatures are in range for **refrigerators 36 to 46 F° (2 to 8 C°)** and **freezers ≤5 F° (≤ -15 C°)**.
3. Inventory all vaccines at least once a month.
4. Always call TempCheck immediately if you experience a power outage or if you see storage temperatures out-of-range.
5. Report expired or spoiled VFC vaccine in PhilaVax.
6. Only VFC-eligible patients can receive VFC vaccines. This includes children 0-18 who are Medicaid-insured, uninsured, Native American or Alaska Native, or under-insured (only at FQHCs).
7. Store vaccines front-to-back in order of expiration date, with the earliest to expire first in the front.
8. Order VFC vaccine when you have no less than **4 weeks of inventory** on hand.
9. VFC vaccine is purchased with taxpayer funds. *Providers who do not manage VFC vaccine will be suspended from the program and will have to reimburse the program for any losses.*
10. Have any more questions? **Visit <http://vax.phila.gov/>**