

E-mail sent 10/31/2022

Subject: Reminder: VIMS Automated E-mails start in November

****You are receiving this message as an enrolled provider contact of the Immunization Program. Please forward within your organization as appropriate****

Beginning November 1, 2022, the Vaccine Inventory Management System (VIMS) will send automated email reminders to primary and backup vaccine contacts.

- E-mails will come from DoNotReply@vermont.gov.
- You can not opt out of these emails. If you are actively receiving the state-supplied vaccine and any of the below criteria occur, an email will be sent.

Expired vaccine

When a vaccine expires in your inventory, VIMS will send the primary and backup an email informing them. If still present, they will be asked to remove the vaccine from their unit and submit an adjustment of waste or return in VIMS. Emails are sent every 7 days until the expired vaccine is adjusted out, or a monthly reconciliation reports the vaccine as administered.

Note: There will be no notification of the Beyond Use Date (BUD). The BUD is the responsibility of the practice to monitor.

- [Beyond Use Date and Expiration Guidance](#)
- [Adjustment Quick Guide](#)
- [Waste or Return Guide](#)

Late Monthly Reconciliation

A full vaccine inventory reconciliation must occur monthly, regardless of the practice order schedule. If delayed, VIMS will send the primary and backup an email notification requesting reconciliation of inventory. An email will be sent every 7 days until the inventory is reconciled.

- [Reconcile Quick Guide](#)

Depot Request

When part of a vaccine order will be delivered to your practice via the Depot, VIMS will send the primary and back-up an e-mail notification informing you which vaccines will be included in the Depot Delivery. The Vaccine Depot will communicate with details on when to expect the delivery.

The Immunization Program

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Acronyms:

ACIP: Advisory Committee on Immunization Practices

COCA: Clinician Outreach and Communication Activity

CDC: Centers for Disease Control

PCP: Primary Care Provider

VIMS: Vaccine Inventory Management System

VVP: Vermont Vaccine Program – includes both VAVP and VCVP

VAVP: Vermont Adult Vaccine Program

VCVP: Vermont Children's Vaccine Program