

# IMMUNIZATION MANUAL

## VCVP Documentation / Administration Fee Requirements

**As required by federal law, the following information must be documented for each vaccination:**

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- a) Date of administration
- b) Name of vaccine administered
- c) Vaccine manufacturer and lot number
- d) Name and title of person who administered the vaccine
- e) Address of clinic where the vaccine was given

**As required by The National Childhood Vaccine Injury Act of 1986**

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- a) Give the patient or the parent/legal representative the current Vaccine Information Statement (VIS) prior to administration of the vaccine.
- b) Document the date the VIS is given
- c) Document the publication date of the VIS (found at the bottom of the VIS).

**Screening for federal VFC eligibility and documentation of this information for patients 0-18 years of age is required by federal mandate. VFC eligibility screening should be recorded by the vaccine administrator as follows:**

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**Federal VFC eligible children:**

1. Medicaid - child has this insurance
2. American Indian/Alaska Native - people can self-identify
3. Underinsured - Child has health insurance, but the coverage does not include vaccines or a child whose insurance covers only selected vaccines.
4. No insurance – child is without any insurance coverage

**Not VFC eligible, but State vaccine eligible**

5. Insured, or age 19 and older - anyone with insurance other than Medicaid (at this time individuals in this category can get state supplied vaccine as long as Vermont remains a universal provider of vaccines, this is subject to change due to funding)

**Children with no insurance, underinsured and those who are Alaskan Native or Native American cannot be charged more than \$21.22 for vaccine administration fee.**

**Practices may not deny VFC eligible children vaccine because of inability to pay.**