

## News from the Immunization Program Office

### Today's topic: Pandemic Provider Onboarding

- The Arizona Immunization Program Office (AIPO) does not know if/when COVID-19 vaccines will become available. However, we want to be prepared and engage our partners now, so we are ready if/when vaccines are available for distribution in Arizona.
- Both VFC and non-VFC providers who would like to administer future COVID-19 vaccines must complete the Pandemic Provider Onboarding survey forms.
- The survey forms serve two purposes: 1) to ensure the signatory provider knows the requirements, and 2) to ensure the facility is able to meet each requirement.
- The signatory provider is required to complete all of the surveys and be approved by the AIPO before this facility will be able to order future potential pandemic vaccines.
- As we learn more about future vaccines we may add additional survey forms to the onboarding tool to pass the information along.
- The signatory provider will need to sign a CDC provider agreement. When it is available it will be added to the onboarding tool.
- Email notifications will be sent as forms are added to the onboarding tool.
- Onboarding is not an instantaneous process. It will take AIPO time to add providers to ASIIS and review requirements. Onboard now. Plan for it to take time.
- The onboarding tool has the high-level requirements for the signatory provider. Provider staff can go to [AIPO Train](#) to learn how to order, receive, store, administer, document, and account for pandemic vaccines in ASIIS.

**Go to <https://redcap.link/onboard> to onboard.**

If the link above does not work, try copying the link below into your web browser:

<https://redcapaipo.azdhs.gov/surveys/?s=DY8CA9LMJ8>

We appreciate your continued efforts to help Arizonans be healthy and vaccinated.

**The Immunization Program Office is here to assist you.**

## **Arizona Immunization Program Office**

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