CPESN® USA Considerations and Instructions

Signing Up for the CDC COVID-19 Vaccination Program

STEP ONE: Determine if you want to partner with CPESN® USA as Your Federal Pharmacy Partner (Network Administrator)

- Click HERE to view CPESN's *CDC COVID-19 Vaccination Program Overview Webinar Recording*
  - **Slides:** Click HERE
  - **FAQs:** Click HERE for most updated
  - Limited information on the webinar could have already changed. We recommend for you to join the CPESN® USA hosted ***Office Hours Webinars*** for COVID-19 Vaccination Program to ask questions to help you decide your best path forward.
- You can be partnered with your State's Jurisdiction [i.e., State Department of Health] **and** CPESN® USA (You can only have one federal pharmacy partner)
  - The questions below can help you think through whether or not you need CPESN USA as a "backstop" to your State's Department of Health.

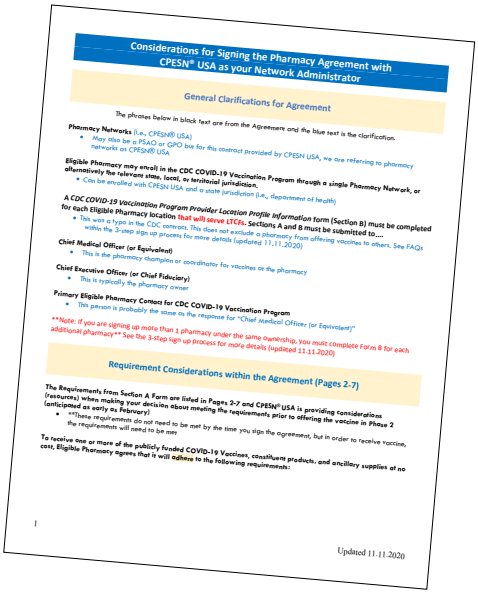
Questions to Consider

1. Have pharmacy organizations been working with the state DOH on pandemic vaccine deployment?
2. If so, do these pharmacy organizations (possibly state pharmacy association) feel that pharmacy will be included in distribution?
3. Has the state DOH started to collect pharmacy information (i.e., through a MOA or Provider Agreement), or share any requirements for pharmacies to be included? (if so, this is a sign that pharmacy is at the table and the state DOH is planning on pharmacy participation)
4. Does the state DOH and/or state pharmacy organizations have a process to keep pharmacies informed of developments and requirements?

- You can understand what your State is doing by **clicking** HERE to see the ***"Interim Jurisdiction COVID-19 Vaccination Playbook Draft Executive Summaries."***

  Hint: Select your State & Search for "Pharmacy" & determine the answers to the questions above.

STEP TWO: Review the Pharmacy Requirements and Considerations offered by CPESN USA prior to completing the CDC COVID-19 Pharmacy Vaccine Enrollment Agreement (15 minute read)


Considerations for Signing the Pharmacy Agreement with CPESN® USA as your Network Administrator

General Clarifications for Agreement

The phrases below in black text are from the Agreement and the blue text is the clarification.

Pharmacy Networks (i.e., CPESN® USA)
- May also be a PSAO or GPO but for this contract provided by CPESN USA, we are referring to pharmacy networks as CPESN® USA

Eligible Pharmacy may enroll in the CDC COVID-19 Vaccination Program through a single Pharmacy Network, or alternatively the relevant state, local, or territorial jurisdiction.
- Can be enrolling with CPESN USA and a state jurisdiction (i.e., department of health)

A CDC COVID-19 Vaccination Program Provider Location Profile Information form (Section B) must be completed for each Eligible Pharmacy location that will serve LTCFs. Sections A and B must be submitted to....
- This was a typo in the CDC contract. This does not exclude a pharmacy from offering vaccines to others. See FAQs within the 3-step sign up process for more details (updated 11.11.2020)

Chief Medical Officer (or Equivalent)
- This is the pharmacy champion or coordinator for vaccines at the pharmacy

Chief Executive Officer (or Chief Fiduciary)
- This is typically the pharmacy owner

Primary Eligible Pharmacy Contact for CDC COVID-19 Vaccination Program
- This person is probably the same as the response for "Chief Medical Officer (or Equivalent)"

Note: If you are signing up more than 1 pharmacy under the same ownership, you must complete Form B for each additional pharmacy See the 3-step sign up process for more details (updated 11.11.2020)

Requirement Considerations within the Agreement (Pages 2-7)

The Requirements from Section A Form are listed in Pages 2-7 and CPESN® USA is providing considerations (resources) when making your decision about meeting the requirements prior to offering the vaccine in Phase 2 (anticipated as early as February)
- **Some requirements do not need to be met by the time you sign the agreement, but in order to receive vaccine, the requirements will need to be met

To receive one or more of the publicly funded COVID-19 Vaccines, constituent products, and ancillary supplies at no cost, Eligible Pharmacy agrees that it will adhere to the following requirements:

Updated 11.11.2020

- Click the image to the right or **HERE** to view the 6-page document.
  - The Requirements from Section A of the Agreement are listed in Pages 2-6.
- CPESN USA is providing resources for you to use when making your decision about meeting the requirements prior to offering the vaccine in Phase 2 (anticipated as early as February)
- **These requirements do not need to be met by the time you sign the agreement, but in order to receive vaccine, the requirements will need to be met.**

STEP THREE: Click HERE to complete the CDC COVID-19 Pharmacy Vaccine Enrollment Agreement (plan for at least 30-45 minutes)

- The Pharmacy on the agreement must be a CPESN Pharmacy, including any additional locations that select CPESN USA as the Network Administrator.
- **NOTE:** If you have more than one pharmacy location under the same ownership, "Form B" for each additional location must be completed. **Click HERE to access Form B and complete.**
  - If there is only 1 location, the link to ***Form B*** does not have to be submitted.
- After submitting the survey, we encourage you to download the PDF file or email yourself the PDF when prompted. **The PDF lists all the requirements that you will need to achieve prior to ordering the COVID-19 Vaccine.** (These requirements are highlighted above in Step 2.)
- You can anticipate an email from CPESN USA in the near future and best practice sharing.
- **For additional questions email**: **CDC@cpesn.com**

CPESN USA will enroll new applicants on the 10th and 25th of every month

The enrollment process, depending on pharmacy readiness, will take up to two weeks. Vaccine allocation is limited, completing the enrollment process does not guarantee your pharmacy will receive a supply of vaccines within two weeks.

After your application and agreement is submitted and accepted, you will receive additional information and materials on the CPESN Vaccine Hub, VPoP for ordering vaccine and CDC VaccineFinder.