



North Carolina Department of Health and Human Services  
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December 30, 2009

TO: H1N1 Vaccine Providers

FROM: Beth Rowe-West, RN, BSN, Head  
NC Immunization Branch

SUBJECT: NEW Process for Ordering H1N1 Vaccine

The purpose of this memo is to outline a new process for all H1N1 providers to order H1N1 vaccine. All approved H1N1 providers must begin using this process, including local health departments, private providers, hospitals, universities, state and local governments and retail and independent pharmacies. Now that adequate quantities of H1N1 vaccine are available for all persons to be vaccinated it has been determined that it is in the best interest of providers to allow them to order H1N1 vaccine needed for the population they serve. **The NC Immunization Branch will no longer send H1N1 vaccine to providers unless an order is submitted. Active H1N1 providers may receive the last push of H1N1 vaccine based on estimates supplied to the North Carolina Immunization Program in August 2009 which will be shipped on Sunday January 3, and Monday, January 4, 2010.**

Vaccine ordering will begin **January 1, 2010**. Vaccine orders must be placed by close of business (5:00 pm) each Tuesday for delivery the following Monday or Tuesday. To order H1N1 vaccine go to <http://www.immunizenc.com/h1n1orderform.htm> and complete the Zoomerang order form. All questions/fields on the order form are required and must be completed to ensure the order is submitted. For providers that do not have internet access vaccine orders may be submitted by calling the H1N1 helpdesk at 1-877-873-6247. Ordering via the website is the most expeditious and preferred method for submitting your vaccine order.

Each presentation of H1N1 vaccine can only be ordered in quantities of 100 doses. Orders submitted for other amounts will be rounded to the nearest multiple of 100. Vaccine orders will be fulfilled as best we can based on supplies allocated weekly by CDC. Replacement vaccine of other presentations will not be ordered to fulfill your total doses ordered.

In addition to placing your H1N1 vaccine order please continue to submit your Weekly Aggregate H1N1 Vaccine Usage Report by noon on Mondays. Doses administered reporting provides us with very important information necessary for vaccine accountability and surveillance purposes.

For planning purposes, please keep in mind that H1N1 vaccine will only be allocated to states for another 3 – 4 weeks. After that time, if providers need additional H1N1 vaccine, the Immunization Branch will begin moving vaccine from areas of low demand to areas of higher demand as needed.

Thank you for your efforts in keeping North Carolinians protected against H1N1 virus.

cc: SMT Megan Davies Lou Turner Amanda Fuller Julie Casani  
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