

ALERT: Prequalify by August 24, 2012 for Influenza Vaccine Clinics for 2012-2013 Season

August 9, 2012



This memo is to inform you about the prequalification process to participate in the 2012-2013 Seasonal Universal Influenza Immunization Program (UIIP). The following table indicates the organizations that must prequalify.

Organizations listed below DO NOT NEED to prequalify	Organizations listed below MUST complete the prequalification process
Community Health Centres	Workplaces
Long-Term Care Homes (LTCH)	Health Care Agencies
Public Hospitals	All Retirement Homes
Community Care Access Centres	Any organization that will have its employees (regulated health care professionals) storing and/or administering the influenza vaccine using a medical directive or direct medical orders. Examples are: <ul style="list-style-type: none"> • Private Hospitals • Provincial or federal government facilities (e.g., developmental or mental health facilities) • Schools (child care facilities, elementary, secondary and post secondary institutions). See Q2 regarding post secondary institutions. • Pharmacies with occupational health departments • Shelters (homeless, youth shelters) with occupational health departments or medical / nursing staff that will be providing immunizations
Physicians who bill OHIP	
FHTs (Family Health Teams) with at least one affiliated physician in a blended capitation payment model or in a blended salary model	
Any other organization that will arrange for physician(s) who is responsible for vaccine storage, handling and administration as long as employees of the organization are NOT involved with the administration or storage of the publicly funded vaccine.	
Provincial or federal government-run correctional and youth justice facilities	Correctional and youth justice facilities that are <u>not</u> government-run

Those who wish to participate in the seasonal UIIP are required to complete an annual prequalification process in order to receive publicly-funded influenza vaccine. The following documents are available on the Ministry of Health's website:

<http://www.health.gov.on.ca/en/pro/programs/publichealth/flu/uiip/prequalification.aspx>

- UIIP Prequalification Memo
- UIIP Prequalification Package Checklist
- UIIP Prequalification Package Envelope Label
- UIIP Prequalification Form for Organizations Requesting Seasonal Influenza Vaccine
- Influenza Vaccine Storage and Handling Guidelines for Health Care Agencies, Retirement Homes, Workplaces and Other Organizations
- UIIP Prequalification Process Q&A

The completed and signed prequalification form AND the proof of liability insurance must be received together by mail to the UIIP at the Ministry of Health and Long-Term Care by August 24, 2012. Forms and liability insurance submitted after this date will not be accepted. DO NOT SEND information to the Health Unit.

Note: Organizations that do not intend to store publicly funded influenza vaccine on their premises, but want to host an influenza clinic do not have to prequalify. Instead, these organizations may retain the services (at a cost) of an external health care agency that has prequalified with the Ministry of Health and Long Term Care to administer the influenza vaccine on their behalf. A list of these agencies may be available from the Health Unit at a later date. The Health Unit will be holding flu vaccine clinics in the community at various locations starting in late fall.

For Information: Please e-mail uiip.moh@ontario.ca or call the Health Unit at 705-743-1000, ext. 283.

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