



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

150 N. 18th Ave., Suite 120

Phoenix, AZ 85007

Phone: 602-364-3642

Fax: 602-364-3276