

## COVID-19 Vaccine Distribution Guidance for Vaccine Providers for Phase 2

Ohio is expanding eligibility for the COVID-19 vaccine as supply is increasing, and as vaccinations for previously defined [priority populations](#) continue. The next phase of eligibility, beginning March 4, 2021, includes expanded eligibility for Ohioans based upon age. Because the risk of more severe reactions and outcomes of COVID-19 increases with age, Phase 2 will begin with individuals age 60 and older.

### **Phase 2**

This group includes approximately 695,000 eligible Ohioans. Eligible individuals can receive a vaccine from the provider of their choice.

### **AGE ELIGIBILITY**

- Individuals age 60 and older.

### **Who will be offering Phase 2 vaccinations?**

Eligible vaccine recipients may receive a COVID-19 vaccination from a provider of their choice, including local health departments, hospitals, retail and independent pharmacies, and federally qualified health centers. Additional providers will continue to be added as vaccine supply increases.

### **How to help Ohioans find vaccine providers, schedule appointments**

Vaccine providers are asked to participate in two services to help Ohioans looking for a streamlined approach to finding a provider and scheduling an appointment.

- **Launching Soon: NEW Vaccine Management Solution (VMS)** – This one-stop solution for patients beginning the vaccination process allows Ohioans to determine eligibility, schedule appointments, submit health information, and receive updates and reminders.
  - New providers are expected to use the new Vaccine Management Solution (VMS) for appointment scheduling.
  - Training resources are available for providers using the Vaccine Management Solution (VMS). Providers who need access to VMS should send an email request to [COVIDVACCINE@odh.ohio.gov](mailto:COVIDVACCINE@odh.ohio.gov).
  - Learn more about Ohio's Vaccine Management Solution (VMS) at an upcoming VMS 411 Session. These sessions will go over key questions and concerns, highlight best practices in capturing data within the VMS system, and capture provider feedback.
    - When: Every Wednesday and Friday, from 3-4 p.m. (ending Friday, April 2, 2021)
    - How to join:
      - Online using Microsoft Teams: <http://bit.ly/OhioVMA411>
      - By phone: 872-215-2965
      - Phone conference ID: 739 278 746#
      - One-click dial by phone: +1 872-215-2965, 739278746#
- **New providers: Add your information to state's searchable website:** The **COVID-19 Vaccine Provider Locations** directory at [vaccine.coronavirus.ohio.gov](http://vaccine.coronavirus.ohio.gov) is a resource that shows providers who have received shipments of COVID-19 vaccines for Phases 1B-C and Phase 2. Additional providers will be added as more vaccine becomes available. The COVID-19 Vaccine Provider Locations directory is searchable by county and ZIP code.
  - Providers should share accurate contact information, including phone numbers, administration addresses, and websites specific to COVID-19 vaccines, to assist the public in scheduling appointments. The directory will show all enrolled COVID-19 vaccination providers currently receiving shipments as part of Ohio's Vaccination Program. This information can be submitted by [completing this brief form available here](#).

Providers must [log in to OHID](#) to access the Vaccine Provider Locations form. [Detailed instructions for how to add or update information are available in on our website.](#)

In addition, vaccine supply is also available through the [Federal Retail Pharmacy Program for COVID-19 Vaccination](#). Eligible Ohioans who want to find a participating pharmacy should visit the Centers for Disease Control and Prevention's [VaccineFinder](#). This is a free, online service.

## **Vaccine allocations and baseline planning assumptions**

The Ohio Department of Health (ODH) will determine allocations weekly and send notifications on Wednesday each week. Planned allocations are determined based upon factors including each county's share of eligible populations and the Centers for Disease Control and Prevention (CDC) [social vulnerability index](#). Equitable access and throughput will also be determining factors.

For planning purposes, providers can schedule appointments for up to **75% of your allocation for the weeks of March 8 and March 15 for the Pfizer and Moderna vaccine**. Please do not include the Johnson & Johnson (Janssen) vaccine in planning assumptions yet, as supply is likely to vary during the early weeks of production. ODH expects this planning baseline to continue moving forward as vaccine supply becomes more abundant. Upon receiving updated information from the federal government, ODH will continue or update planning assumptions for future weeks.

## **Expectations for vaccine providers**

To ensure [rapid administration](#) of the vaccine to eligible Ohioans, providers must meet the following expectations:

- **Vaccinations should begin immediately** – Vaccine administration must begin within 24 hours of receipt of a shipment, and all doses should be given within seven days. If you are unable to fulfill this commitment, contact the Ohio Department of Health immediately at 1-844-963-4829 or email [COVIDVACCINE@odh.ohio.gov](mailto:COVIDVACCINE@odh.ohio.gov) so allocations can be adjusted promptly.
- **Providing vaccine to any eligible Ohioans** – By participating in Ohio's Vaccination Program, you must agree to provide vaccine to any eligible patients, and you are not permitted to limit your distribution to existing patients and/or customers.
- **Timely reporting of vaccine administration** – All providers must report vaccine administration within 24 hours. This includes the direct entry of the [target population/occupation \(TP/O\) data](#) in ImpactSIIS.
  - **Updated Target Population/Occupation Checklists** – Please share the updated [TP/O Checklist](#) and [TP/O Codes](#) documents with your Information Technology (IT) department if system modifications are necessary.
- **Phase 1B and Phase 1A vaccinations ongoing** – As new phases begin, vaccine providers should continue to vaccinate those eligible under Phase 1B. Limited vaccinations continue for Phase 1A through local health departments, the federal long-term care pharmacy program, and hospitals. Hospitals should follow [updated guidance for ongoing vaccinations for Phase 1A hospital-based healthcare workers](#) who are in frequent or episodic contact with COVID-19 patients or those who care for immunocompromised patients.
- **No vaccine should ever be wasted** – If vaccine remains unused, such as at the end of a vaccination clinic, the primary goal should be to provide that vaccine quickly to [eligible vaccine recipients](#). When that is not possible, please administer vaccine to any available individuals who meet the FDA's requirements for that product. Providers should have a plan ready for what to do if extra doses that need to be administered urgently remain after a clinic.
- **Notifying the public of how to be vaccinated** – Providers need to clearly and publicly state how they will administer the vaccine and make the information easily accessible. Providers should use all possible communication methods, including website and social media, and ensure information is frequently updated. Specifically, please inform eligible recipients:
  - Will appointments be available/required?
  - Location and contact information.
  - Is it a first-come, first-served clinic?
  - Any documentation required at appointment.
  - Hours, including extended hours (evenings and weekends).
- **Vaccinating the vaccinators** – Protecting our healthcare workers is important, and vaccinating the vaccinators is appropriate. Please limit use of allocated vaccine to no more than 5% to vaccinate your staff who are administering vaccine (e.g., five out of 100 doses may be used for vaccinators).
- **Extra doses obtainable from vials** – The Food and Drug Administration (FDA) says vaccinators can pull every full dose obtainable from a vial, but excess vaccine from multiple vials should never be combined to create one dose.
  - Pfizer-BioNTech: [Vaccinators may withdraw six doses](#) from a single vial. Pfizer recently updated its doses per vial from five to six and now bases allocations on six-dose vials. Ancillary kits for Pfizer vaccine provide enough supplies to allow for six doses from each vial. Read guidance on [how to maximize doses using different syringes](#).
  - Moderna: Vaccinators may withdraw more than 10 doses from a single 10-dose vial (perhaps 11 doses). Some providers also report, depending on the syringes used, that they are only able to draw up nine doses.
  - Janssen (Johnson & Johnson): Vaccinators may withdraw five doses from a single vial.

For more information, visit: [coronavirus.ohio.gov](https://coronavirus.ohio.gov)

- Vaccine to discard: These vaccines do not contain preservative. If the amount of vaccine remaining in the vial cannot provide a full dose, the vial and its contents should be discarded.
- **Ensure second doses are administered** – All providers are reminded to ensure second doses are administered for those receiving the Pfizer or Moderna vaccines. A reminder about the appropriate second dose timing:
  - Pfizer-BioNTech vaccine second doses are to be administered three weeks (21 days) following the first dose.
  - Moderna vaccine second doses are to be administered four weeks (28 days) following the first dose.
  - Second doses administered within a grace period of four days before the recommended date for the second dose are still considered valid.
  - Individuals should not be scheduled to receive the second dose earlier than recommended. However, second doses administered within a grace period of four days earlier than the recommended date for the second dose are still considered valid. Doses inadvertently administered earlier than the grace period should not be repeated.
  - The second dose should be administered as close to the recommended interval as possible. However, if that is not feasible, the second dose of a COVID-19 vaccine may be scheduled for administration up to six weeks (42 days) after the first dose. There is currently limited data on efficacy of mRNA COVID-19 vaccines administered beyond this window. If the second dose is administered beyond these intervals, there is no need to restart the series, according to updated CDC guidance.
  - Vaccine products are not interchangeable. Second doses for products requiring two doses should be from the same product as the first dose.
- **Properly store, handle, and administer vaccines** – All providers must be prepared to safely store, handle, and administer the vaccines. Purchasing ultra-cold storage units is not required for any vaccine product. Ensure staff are trained on the different storage and handling requirements for each vaccine product. Read the Emergency Use Authorization fact sheets for each vaccine manufacturer below to learn about the requirements:
  - [Pfizer-BioNTech](#)
  - [Moderna](#)
  - [Johnson & Johnson \(Janssen\)](#)

## **Strategies to consider when vaccinating vulnerable populations**

Some Ohioans are at increased risk for exposure to COVID-19 or developing serious complications from COVID-19, including severe illness and death. These vulnerable populations may have pre-existing underlying medical conditions or may live or work in settings that elevate their risk. Vaccine providers should consider focused strategies to make vaccine options available to members of these vulnerable populations.

- Eliminate barriers to healthcare access for vulnerable populations. These barriers can include lack of adequate transportation, handicap inaccessible locations, lack of computer literacy or access, and employment that does not offer paid time off for medical appointments. When planning appointments or clinics, vaccine providers should consider strategies to negate potential barriers to access and help ensure vaccine availability for members of vulnerable populations. Examples include offering flexibility in scheduling appointments; advertising clinic information on print materials to display at libraries, grocery stores, or faith-based organizations; partnering with libraries, community centers, or faith-based organizations for clinics; partnering with ethnic media and trusted leaders to share information; and offering after-hours or weekend services, mobile vaccination services, or clinics that offer walk-in options.
- Ensure that identification requirements are used to verify name and date of birth, not residence or immigration status.

Read ODH's complete guidance on [Health Equity Considerations for COVID-19 Vaccine Distribution](#) for more strategies to eliminate barriers and help ensure equitable access.

*Created March 1, 2021.*

For additional information, visit [coronavirus.ohio.gov](https://coronavirus.ohio.gov).

The [Ohio Department of Health COVID-19 Provider website](#) is a hub for a variety of resources for vaccine providers. Vaccine providers with questions may call the ODH Provider Call Center at 1-844-90DHVAX (1-844-963-4829) or email [COVIDVACCINE@odh.ohio.gov](mailto:COVIDVACCINE@odh.ohio.gov).