

# Tips and Tricks on How to Enroll in the COVID-19 Vaccine Program

As part of COVID-19 Vaccine Program Organization Registration, the following information will be needed to complete the registration process.

## ImmTrac2 Participating Organizations

If your organization participates with the Texas Immunization Registry (ImmTrac2), you will need the ImmTrac2 Organization Code.

- Contains four letters followed by four numbers.

## TVFC/ASN Provider Organizations

If your organization previously enrolled with the Texas Vaccines for Children (TVFC) and Adult Safety Net (ASN) Program, you will need your TVFC/ASN PIN.

- Contains a six-numerical digit PIN (Personal Identification Number).

## Organization Information to Complete Registration

- Organization Name (no special characters and less than 40 characters in length)
- Organization's Physical and Mailing Address (no special characters)
- Organization's Phone Number (main phone number) and fax number
- Organization's hours of operation
- Your Contact Information: First and last name, phone number, and a unique email address
- Organization's Point of Contact: First and last name, phone number, and unique email address
- Responsible Medical Professional (RMP): First and last name, phone number, unique email address, Texas medical license number, license type, individual National Provider Identification Number (NPI), and Medicaid ID
- Data Logger Certificate of Calibration: Obtain and upload the current certification of calibration for each data logger on hand.
- Hours of Operation: You must have at least one weekday, other than Monday, which has a four-hour designated window for delivery of vaccine shipment (for example: Friday 8 a.m. – 12 p.m.)
- Patient Population: Provide the unique number of patients served at the organization location within the last calendar year. Each category marked "Yes" in the enrollment must include the number of unique patients served, regardless of number of visits or encounters. Patient profile data will determine the number of allocated COVID-19 vaccine doses to your facility.

For questions about the COVID-19 Vaccine Program, please call the DSHS COVID-19 Vaccine Provider hotline at (877) 835-7750, 8 a.m. to 5 p.m., Monday through Friday or email [COVID19VacEnroll@dshs.texas.gov](mailto:COVID19VacEnroll@dshs.texas.gov).





# Vaccine Storage and Handling Toolkit

Updated with COVID-19 Vaccine Storage and Handling Information  
Addendum added March 4, 2021

To review the toolkit, click on the cover.



**U.S. Department of  
Health and Human Services**  
Centers for Disease  
Control and Prevention

# Best Practices: A Guide to Data Loggers

**Who should use a data logger?** All storage units that contain COVID-19 vaccine should have a data logger continuously recording temperatures.

**What does a data logger do?** A data logger is an electronic device that records temperature data over time.

**Why do I need to have a data logger?** A data logger provides more accurate and comprehensive monitoring of temperatures of which vaccines have been exposed. Using a data logger may reduce vaccine loss by providing necessary data when the vaccine would otherwise be lost. Here's a list of temperature monitoring devices that are not recommended to monitor vaccine:

- Thermometers including alcohol or mercury thermometers, even if placed in fluid-filled bio-safe liquid vial
- Bi-metal stem temperature monitoring devices
- Food temperature monitoring devices
- Household mercury temperature monitoring devices
- Chart recorders
- Infrared temperature monitoring devices

**Why do I need a back-up data logger?** Having a back-up data logger on site assures that there will not be any unmonitored COVID-19 vaccine. Here's when to activate the back-up data logger:

- If the operation of the primary data logger fails,
- To monitor the temperature of vaccine that is moved during an emergency, and
- When the primary data logger is sent for recalibration.

**What are some of the data logger recommendations?** Each data logger should have a detachable probe that is placed in buffered material, to closely replicate the temperature of the vaccine:

- A vial filled with liquid (glycol, ethanol, glycerin)
- A vial filled with loose media (sand, glass beads)
- A solid block of material (Teflon<sup>®</sup>, aluminum)

**What is a data logger certificate of calibration?** Each data logger must have a valid certificate of calibration, also known as a Report of Calibration. All certificates of calibration are required to contain:

- Model number, Serial number, and Date of calibration
- Measurement results that indicates the unit passed the test and the documented uncertainty is within suitable limits (recommended uncertainty is +/-1F +/-0.5C) and
- A statement indicating that it meets International Organization for Standardization/International Electronic Commission (ISO/IEC) 17025 standards.



# Best Practices: A Guide to Data Loggers

**When should the data logger data be read?** DSHS recommends the following best practices for vaccine temperature monitoring using a data logger:

- Check, record, and initial all refrigerator, freezer, and ultra-cold unit temperatures, twice each work day.
- Record the minimum/maximum temperatures for each unit, once daily, at the beginning of each business day.
- Do NOT round up or down, record only the numbers left of the decimal point. Do NOT convert from Celsius to Fahrenheit or Fahrenheit to Celsius.
- Must be posted on each TVFC/ASN vaccine storage unit door or nearby in a readily accessible and visible location.

**Where should the data logger temperature display be placed?** Data loggers should have an active temperature display that can be easily read by all staff from the outside of the unit, without having to open the door. The display must show:

- the current temperature
- minimum and maximum temperatures
- a low battery indicator
- an alarm to indicate when a temperature excursion has occurred.

**Where does the data logger probe go?** The data logger probe should be carefully placed inside the unit. Here are some quick do's and don'ts for data logger probe placement:

## **Data Logger Do's:**

- Place the probe as close to the vaccine as possible, in the center of the unit
- Keep the probe away from walls, ceilings, cooling vents, doors, floor and back of the unit.

## **Data Logger Don'ts:**

- Suspended data logger probe from wire shelves in the unit
- Suspended data logger probe by tape or other means attached to the inside ceiling of the unit.



# Additional Resources

Online: [Information for COVID-19 Vaccination Providers](#)

Online: [Provider Enrollment FAQ](#)

[Webinar Thursdays: Basics & Beginners – Noon to 1:30 pm CT](#)

For providers who are new to the COVID-19 vaccine management program and/or have not yet received allocations of the vaccine.

Check out the [COVID-19 Vaccine Management Resource site](#), which includes information and resources about COVID-19 vaccine distribution, administration, and reporting.

For the most updated clinical guidance on administering COVID-19 Vaccines, visit [Clinical Care Considerations for COVID-19 Vaccination](#).

**QUESTIONS:** Please contact us by topic.

- VAOS Access, Training and Webinars - [COVID19VacMgmt@dshs.texas.gov](mailto:COVID19VacMgmt@dshs.texas.gov)
- Vaccine distribution and shipments - [COVID19VacShipments@dshs.texas.gov](mailto:COVID19VacShipments@dshs.texas.gov)
- ImmTrac2 - [ImmTrac2@dshs.texas.gov](mailto:ImmTrac2@dshs.texas.gov) (for reporting online) and [ImmTracMU@dshs.texas.gov](mailto:ImmTracMU@dshs.texas.gov) (for reporting via data exchange)
- TDEM Reporting - [vaccine@tdem.texas.gov](mailto:vaccine@tdem.texas.gov) or 844-908-3927
- Enrolling to be a COVID-19 Vaccine Provider, updating COVID-19 Vaccine Provider information, or questions about the COVID-19 vaccine – Email or call the DSHS COVID-19 Vaccine Provider Help Desk at [COVID19VacEnroll@dshs.texas.gov](mailto:COVID19VacEnroll@dshs.texas.gov) or (877) 835-7750



# Quick Answers to Common Questions People May Ask About COVID-19 Vaccines

When talking to parents about COVID-19 vaccines, make a strong, effective recommendation and allow time for them to ask questions. Hearing your answers may help them feel more confident about allowing their child to get vaccinated.

## 1. Should my child get vaccinated for COVID-19?

I strongly recommend your child gets vaccinated. The vaccine will help protect them from getting COVID-19. If they still get infected after they get vaccinated, the vaccine may prevent serious illness. By getting vaccinated, your child may also help protect people around them.

## 2. Can the vaccine give my child COVID-19?

No. None of the COVID-19 vaccines currently authorized for use or in development in the United States use the live virus that causes COVID-19. However, it typically takes a few weeks for the body to build immunity after vaccination. That **means it's possible** your child could be infected with the virus that causes COVID-19 just before or just after vaccination and get sick.

## 3. If my child has already had COVID-19 and recovered, does my child still need to get vaccinated?

Yes. CDC recommends that you get vaccinated even if you have already had COVID-19, because you might become infected more than once. While you may have some short-term antibody protection after recovering from COVID-19, **we don't know how long that protection will last.**

## 4. Is it safe to get a COVID-19 vaccine if my child has an underlying medical condition?

Yes. COVID-19 vaccination is especially important for people with underlying health conditions like heart disease, lung disease, diabetes, or obesity. People with these conditions are more likely to get very sick from COVID-19.

## 5. Is it safe to get a COVID-19 vaccine if my child has allergies?

For most people with allergies, yes. However, if you have ever had a severe allergic reaction to any ingredient in a COVID-19 vaccine, you should not get that vaccine or any COVID-19 vaccine. We can find the list of ingredients on CDC's **website together**. **If your** child has had an immediate allergic reaction of any severity to other vaccines or injectable therapies, I can help you decide if it is safe for them to get vaccinated. You may still get vaccinated if you have severe allergies to oral medications, food, pets, insect stings, latex, or environmental irritants like pollen or dust.

## 6. Is it better to get natural immunity to COVID-19 rather than immunity from a vaccine?

No. COVID-19 is new and so are the vaccines to prevent it. We don't **know** how long protection lasts for those who get infected or for those who are vaccinated. What we do know is that COVID-19 has caused very serious illness and death for a lot of people. If you get COVID-19, you also risk giving it to loved ones who may get very sick. Getting a COVID-19 vaccine is a safer choice.

## 7. Why does my child need two COVID-19 shots?

Currently two authorized vaccines and most vaccines under development require two doses of vaccine. The first shot helps the immune system recognize the virus, and the second shot strengthens the immune response. Your child will need both to get the best protection that lasts longest.

## 8. Will the shot hurt or make my child sick?

The vaccine will not make your child sick. There may be side effects, but they should go away within a few days. Possible side effects include a sore arm, headache, fever, or body aches. This does not mean you have COVID-19. These side effects are signs that the vaccine is working to build **immunity**. **If they don't go away in a week**, or you have more serious symptoms, call the office.

## 9. Are there long-term side effects from the COVID-19 vaccine?

Because all COVID-19 vaccines are new, it will take more time and more people getting vaccinated to learn about very rare or possible long-term side effects. At least 8-weeks of safety data were gathered in the clinical trials for all the authorized **vaccines**, **and it's unusual for vaccine side effects to** appear more than 8 weeks after vaccination.

10. How do I know if the COVID-19 vaccine is safe?

All COVID-19 vaccines were tested in clinical trials involving tens of thousands of people to make sure they meet safety standards and protect adults of different ages, races, and ethnicities. There were no serious safety concerns. These trials were very similar to trials done for other licensed vaccines, but were done more quickly due to the urgent need to reduce illnesses during the pandemic. CDC and the FDA will keep monitoring the vaccines to look for safety issues after they are authorized and in use.

11. How do I report problems or bad reactions after getting a COVID-19 vaccine?

I am encouraging all recipients who receive the vaccine to enroll in v-safe. This is a smartphone tool you can use to tell CDC if you have any side effects after getting a COVID-19 vaccine. If you report serious side effects, someone from CDC will call to follow up. I will give you instructions for how to enroll.

12. Does my child have to continue to wear a mask and avoid close contact with others after they have been vaccinated?

Yes, it is important to keep covering your mouth and nose with a mask, washing hands often, and staying at least 6 feet away from others even after you have been vaccinated. **We don't yet know if the vaccine reduces transmission of the virus.**

Also, there is not enough information currently available to say if or when CDC will stop recommending that people wear masks and avoid close contact with others to help prevent the spread of the virus that causes COVID-19. Experts need to understand more about the protection that COVID-19 vaccines provide before making that decision. Other factors, including how many people get vaccinated and how the virus is spreading in communities, will also affect this decision.