

# Be Vaccine-Ready!

## PANDEMIC PROVIDER ONBOARDING



Providers have been crucial in the fight against COVID-19. We want to be prepared and engage our partners now, so we are ready when vaccines are available\* for distribution in Arizona.



COVID-19 vaccinators will need to be enrolled with **AHCCCS** in order to be able to bill the vaccine administration fee for AHCCCS beneficiaries. **Enroll with AHCCCS [here](#)**.

Both VFC and non-VFC providers who would like to administer future COVID-19 vaccines must complete the **Pandemic Provider Onboarding survey forms**.



This is to:

- 1) ensure the signatory provider knows the requirements, and
- 2) ensure the facility is able to meet each requirement

Staff from potential sites must complete all surveys and the Provider is required to sign the agreement.

The Arizona Immunization Program Office (AIPO) will review and reach out with any follow-up questions.

You will receive an email when forms are added to the onboarding tool.

AIPO must approve all documents before the facility is able to order future potential pandemic vaccines.

### ONBOARD NOW!

This process takes time as AIPO will need to add or update providers in ASIIS and review requirements.

Providers can go to [AIPO Train](#) to learn how to order, receive, store, administer, document, and account for pandemic vaccines in ASIIS.

To begin onboarding, go to: <http://redcap.link/onboard>



\*AIPO does not know exact date when COVID-19 vaccines will become available.