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July 15, 2025

Dear Colleague,

We are pleased to include your organization in the State-Purchased Influenza Vaccine Program (SPIVP) for the 2025-2026 season. This packet contains information needed to manage the vaccine. Vaccine ordering will be available using myCAvax, allowing vaccine to be shipped directly to the ordering location.

Please review the following information as well as documents linked on the [program website](#):

- ***Agreement for Use of California Department of Public Health (CDPH), State-Purchased Influenza Vaccine:*** Medical Director or Designee, Primary Vaccine Coordinator and Backup Vaccine Coordinator are required to read, understand and sign the Agreement. If your agency has multiple clinic sites, please return one form for each site. The organization is responsible for ensuring that all sites comply with the terms of the Agreement and the requirements therein, including administration usage reporting by individual sites. Organizations will not be able to request additional vaccine until all required usage reports and supporting documents are received.
- ***2025-2026 State-Purchased Influenza Vaccine Program Requirements Annual Training:*** Each clinic's Primary Vaccine Coordinator and Backup Vaccine Coordinator must attend the SPIVP Requirements Training, which details the program's requirements. It is also recommended that the Clinic Manager attend this training. The trainings will be conducted in person and will start in June 2025.
  - Specific program and clinical vaccine guidance will be presented during the *2025-2026 State-Purchased Influenza Vaccine Required Annual Training*. In August, all guidance, forms, and tools will be distributed and available on the [Resources for State-Purchased Influenza Vaccine Program Providers Website](#).
- ***Vaccine Packet Checklist:*** Use the Vaccine Packet Checklist as a guide to collect and submit all program required documentation for each location by **August 15, 2024**. The SPIVP follows Vaccines for Children (VFC) storage and handling requirements, found on the [EZIZ website](#).
- ***Vaccine Information Statement:*** The most current Influenza Vaccine Information Statement (VIS)<sub>2</sub>, dated January 31, 2025, must be provided to everyone who receives a flu vaccine. The [VIS for Inactivated or Recombinant Influenza Vaccine](#) and [VIS for Live Intranasal Influenza Vaccine](#) are available in multiple languages. Providers are responsible for using the most current VIS form.

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- ***Vaccine Management Plan Template:*** SPIVP providers are required to complete and maintain a Vaccine Management Plan that addresses both routine and emergency situations at each facility. If an existing Vaccine Management Plan is available that will protect State-Purchased Influenza Vaccine, the current plan can be submitted to meet this requirement. The [CDPH Vaccine Management Plan](#) or [CDPH Mobile Unit Vaccine Management Plan](#) is recommended.
- ***Digital Data Logger Requirements:*** In accordance with CDPH requirements, digital data loggers are required for all temperature monitoring including daily refrigeration, transporting and off-site vaccination events. Information about digital data logger requirements may be found on the [EZIZ website](#). **When purchasing new digital data loggers**, note that new digital data loggers must be able to generate a summary report of recorded temperature data since the device was last reset. Summary reports must include minimum and maximum temperatures, total time out of range (if any), and alarm settings. **Digital data loggers that only generate CSV data files or Excel spreadsheets are not acceptable.**

You will receive your vaccine allocation information once your signed *Agreement for Use*, equipment, and training documentation have been received and approved. Emails from myCAVax are sent when submitted vaccine orders are approved.

***Please note:*** *The County of San Diego will enroll providers not already enrolled in myCAVax in both SPIVP and myCAVax.*

Thank you for participating in the State-Purchased Influenza Vaccine Program. If you have any questions, please contact [HHSA.Countyfluvaccine@sdcountry.ca.gov](mailto:HHSA.Countyfluvaccine@sdcountry.ca.gov) or the State-Purchased Influenza Coordinators.

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