



DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF PUBLIC HEALTH

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November 13, 2017

MEMORANDUM

TO: North Carolina Immunization Program (NCIP) Participants

FROM: Wendy Holmes, RN, Head *WH*
Immunization Branch

SUBJECT: Important: 2017 Holiday Shipping Schedule

The purpose of this memo is to provide important details regarding the upcoming holiday vaccine shipping schedule. CDC recommends that providers place orders when they have a four-week supply of vaccine available, to ensure there is enough vaccine in stock to allow for any potential delays.

Providers should carefully review the 2017 holiday schedule below, assess your vaccine needs and ability to store vaccine safely, and order enough vaccine in November and/or December to vaccinate your VFC patients through January 2, 2018. In the event your practice is closed for an extended length of time during the holidays, wait until your practice re-opens to place an order. Please notify the Immunization Branch Help Desk if your hours of operation or shipping address have changed to avoid shipment delays.

Reminder: If your practice has a FedEx signature release on file, this allows FedEx to drop off any FedEx package, including vaccine shipments. We strongly encourage you to cancel your signature release on file to avoid vaccine being left on your doorstep when you are closed.

November 2017 Ordering and Shipping

- The NCIP will accept vaccine orders throughout the month of November, with the exception of the following state government holidays, November 23 and 24.
- Providers will not receive vaccine shipments from McKesson Specialty or Merck from Friday, November 17 through Friday, November 24, 2017.

State Government Holidays in November	Friday, November 10, Thursday, November 23 and Friday, November 24, 2017
No shipments from McKesson or Merck	Friday, November 17 – Friday, November 24, 2017

December 2017 Ordering and Shipping

- Friday, December 1, through Friday, December 8, 2017 are the **only** days that the North Carolina Immunization Branch will be accepting vaccine orders, including influenza only orders, for the month of December.
- Orders received after 3pm on Friday, December 8, including influenza only orders, will not be processed until Tuesday, January 2, 2018.
- Vaccine shipments may arrive at your office as late as Friday, December 15, 2017.
- Providers will not receive vaccine from McKesson Specialty beginning Monday, December 18, 2017 through Monday, January 1, 2018.

State Government Holidays in December	Monday, December 25, Tuesday, December 26, and Wednesday, December 27, 2017
The only days that the North Carolina Immunization Branch will be accepting vaccine orders.	Friday, December 1 – Friday, December 8, 2017
Orders received after 3pm on Friday, December 8 th will not be processed until Tuesday, January 2, 2018.	Until 3pm on Friday, December 8, 2017
The last date for vaccine shipments	Friday, December 15, 2017
(Blackout Period) No shipments from McKesson or Merck.	Monday, December 18, 2017 – Monday, January 1, 2018.

January 2018 Ordering and Shipping

- The North Carolina Immunization Branch will resume regular order processing on Tuesday, January 2, 2018.

State Government Holidays in January	Monday, January 1, and Monday, January 15, 2018
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Except for state government holidays, the Immunization Branch Help Desk will be available at 1-877-873-6247 to answer your questions.

CC: SMT Regional Immunization Staff CO Staff Vaccine Manufacturers Frank Skwara Terri Pennington
Peter Graber Ann Nichols Harita Patel Taryn Edwards Gregg Griggs Elizabeth Hudgins