

# THIS IS AN OFFICIAL NH DHHS HEALTH ALERT

Distributed by the NH Health Alert Network

[Health.Alert@nh.gov](mailto:Health.Alert@nh.gov)

January 17, 2021 1200 (12:00 PM EDT)

NH-HAN 20210117



## **Coronavirus Disease 2019 (COVID-19) Outbreak, Update #34b** ***Updated Instructions for Registering Medically Vulnerable Patients for Vaccination*** ***THESE INSTRUCTIONS SUPERCEDE UPDATE #34***

### **Key Points and Recommendations:**

- The New Hampshire (NH) Division of Public Health Services (DPHS) continues to distribute vaccine under the [Phase 1a vaccine allocation guidelines](#).
- Vaccination for Phase 1b eligible vaccine recipients will begin on January 26<sup>th</sup> through various locations. [Phase 1b vaccine allocation guidelines](#) are available to guide decision making. Phase 1b includes:
  - Persons who are 65 years of age or older
  - Persons who are under 65 years old with defined medical conditions that put them at significantly higher risk for severe COVID-19 illness and death
  - Residents and staff of residential facilities for persons with intellectual and developmental disabilities
  - Corrections officers and staff working in correctional facilities
  - First responders and health workers not already vaccinated
- Registration for NH residents in Phase 1b will begin on January 22<sup>nd</sup> at 8:00am. The registration and scheduling process for vaccination will vary depending on the person's prioritization criteria and location of vaccination clinic:
  - Persons 65 years of age and older should register to be vaccinated at a fixed site by visiting <https://vaccines.nh.gov>. Persons without internet access should call 2-1-1 to get assistance with registration.
  - Persons under 65 years of age who are prioritized due to [medical conditions](#) need to register through their healthcare provider to confirm eligibility and facilitate vaccination through one of the processes outlined below. There is no requirement to retain any verification forms, but a person's associated medical conditions should be documented in their health record.
  - Other Phase 1b individuals should also register to be vaccinated at a fixed site by visiting <https://vaccines.nh.gov> (or call 2-1-1 if no internet access), through their organization (e.g. hospital employee), or through a vaccination clinic organized by a Regional Public Health Network (RPHN).
- For persons under the age of 65 years who require provider verification of co-morbid medical conditions before vaccination:
  - Providers that have access to vaccine and will vaccinate their own patients: The provider will register and schedule eligible patients for vaccination clinics organized through the healthcare organization. The provider will report patient administration data either through manual data entry into VAMS/VMS (third-party clinic) or use their own electronic health record (EHR) system and upload a [flat file](#) to the NH Immunization Information System ([NHIIS](#)).

- Providers that do not have access to vaccine and/or plan to refer patients to a fixed site:
  - For providers with access to VAMS/VMS: Enter patient information directly into VAMS/VMS, which will prompt an email invitation to the patient to schedule vaccination at a fixed site. For patients without email, follow the process below.
  - For providers who do NOT have access to VAMS/VMS, or for patients that do not have access to email: The provider should provide information to NH DPHS on patients that meet medical eligibility and NH DPHS will schedule the patients for vaccination. Instructions for providing patient information are as follows:
    - Collect first name, last name, date of birth, phone number, email address (if available)
    - Enter information in the excel file template OR on a medical verification form and provide information to DPHS via:
      - Upload to secure sFTP site: <https://nhftp.nh.gov/>  
Username: Dhhs.vaccine  
Password: NHVaccineReportingCovid19#  
*OR*
      - Fax: 603-271-3001
    - It may take up to 5 days for the patient to receive a scheduling invitation by phone after submission to NH DPHS.
- Persons under 65 years old without a healthcare provider should call 2-1-1 to get connected to a healthcare provider in their area.
- Non-New Hampshire residents are NOT able to be vaccinated in New Hampshire vaccination clinics unless that person is an employee of a business or organization in New Hampshire that is prioritized for vaccination (i.e. healthcare worker, first responder, correctional facility staff, or working in a residential facility for persons with intellectual or developmental disabilities). Non-New Hampshire residents should seek vaccination through their own respective state processes.

### **Vaccine Registration, Scheduling, and Tracking Technology**

NH DPHS is using CDC's Vaccine Administration Management System (VAMS) for vaccine data tracking in Phase 1a. NH DPHS is in the process of transitioning from VAMS to the Vaccine Management System (VMS), which will be used to register and schedule persons for fixed vaccination sites for Phase 1b and beyond. Administered vaccine data are stored in the NH Immunization information System. All healthcare providers receiving COVID-19 vaccine are required to report data into one of these data systems. Additional resources and information about these systems is available here:

CDC VAMS: <https://www.cdc.gov/vaccines/covid-19/reporting/vams/index.html>

NH IIS: <https://www.dhhs.nh.gov/dphs/immunization/nhiis.htm>

NH DPHS COVID-19 Immunization Information System FAQ:

<https://www.dhhs.nh.gov/dphs/cdcs/covid19/documents/covid-immunization-info-system-faq.pdf>

Key contact information:

Contact	Types of Questions
2-1-1 1-866-444-4211	General questions on vaccination or to schedule vaccination if the online system cannot be used.
<a href="mailto:covidvaccine@dhhs.nh.gov">covidvaccine@dhhs.nh.gov</a>	General questions from organizations on when a group is eligible for vaccination, etc.
<a href="mailto:covidvaccinescheduling@dhhs.nh.gov">covidvaccinescheduling@dhhs.nh.gov</a> 2-1-1 1-866-444-4211	Questions about the state-managed fixed site registration process, the pre-registration form, healthcare screening questions (non-medical support) or currently scheduled appointments. This is staffed by non-medical personnel that can assist with the registration process.
<a href="mailto:nhiis.support@dhhs.nh.gov">nhiis.support@dhhs.nh.gov</a>	VAMS, VMS, Vaccine Finder, NH Immunization Information System and other electronic documentation questions for healthcare providers

For additional information on COVID-19 Vaccine Allocation please refer to the NH COVID-19 Vaccination Planning [webpage](#).

- For any questions regarding this notification, please call the NH DHHS, DPHS, Bureau of Infectious Disease Control at (603) 271-4496 during business hours (8:00 a.m. – 4:30 p.m.).
- If you are calling after hours or on the weekend, please call the New Hampshire Hospital switchboard at (603) 271-5300 and request the Public Health Professional on-call.
- To change your contact information in the NH Health Alert Network, please send an email to [DHHS.Health.Alert@dhhs.nh.gov](mailto:DHHS.Health.Alert@dhhs.nh.gov).

Status: Actual  
Message Type: Alert  
Severity: Moderate  
Sensitivity: Not Sensitive  
Message Identifier: NH-HAN 20210117 COVID-19, Update 34b  
Delivery Time: 12 hours  
Acknowledgement: No  
Distribution Method: Email, Fax  
Distributed to: Physicians, Physician Assistants, Practice Managers, Infection Control Practitioners, Infectious Disease Specialists, Community Health Centers, Hospitals, Hospital CEOs, Hospital Emergency Departments, EMS, Nurses, NHHA, Pharmacists, Laboratory Response Network, Manchester Health Department, Nashua Health Department, Public Health Networks, DHHS Outbreak Team, DPHS Investigation Team, DPHS Management Team, Northeast State Epidemiologists, Zoonotic Alert Team, Health Officers, Deputy Health Officers, MRC, NH Schools, EWIDS, Dialysis & Transplant Clinics, STD Clinics, Immunization Practices, Travel Centers, Influenza Sentinels, Urgent Care Centers, Ambulatory Surgical Centers, Walk-in Clinics, Poison Center, Alcohol and Other Drug Treatment Centers, Long-Term Care Facilities, Community Mental Health Centers, Health Departments, Internal Medicine, Occupational Health, Gastroenterology, Schools and Daycare Providers, Regional Public Health Networks, Environmental Services, Family Planning Programs, Department of Corrections, Home Care Providers, Local and State Partners, Area Agencies

From: Elizabeth R. Daly, DrPH, MPH, Chief, Bureau of Infectious Disease Control

Originating Agency: NH Department of Health and Human Services, Division of Public Health Services

**Attachments:** None