

CDC COVID-19 Vaccination Program

Frequently Asked Questions for Provider Organizations

How does an Organization participate in the CDC COVID-19 Vaccination Program?

You can access the registration tool at www.MICovidVaccineProviders.org or by visiting the Resources tab at <https://www.Michigan.gov/Coronavirus>

What if the Provider is not in the Michigan Care Improvement Registry (MCIR)?

Not every health care provider uses MCIR, but in order to administer the COVID-19 Vaccine providers must register with MCIR.

To begin registration in MCIR, Providers need to complete a [MCIR Usage Agreement](#) this completed form then needs to be faxed to 517-763-0370.

Once your site is registered, MCIR Training can be arranged from the [MCIR Regional Office Staff](#). To locate the nearest MCIR Regional Office, based on the county location of your facility, use the drop-down County selection to locate the MCIR Regional Office in your county.

Already a MCIR registered site but do not remember your MCIR ID? Log into the MCIR application (via MILogin) and use this job aid link to assist with finding your [MCIR ID](#)

Who should complete the CDC COVID-19 Vaccination Program Provider Agreement?

The Organization information may be completed by the Vaccination Coordinator or other administrative professional. The Agreement (Section A) must be signed by the Chief Executive Officer (CEO) or Chief Fiduciary Officer AND the Chief Medical Officer.

Who should complete the CDC COVID-19 Vaccination Site – Provider Registration?

The CDC COVID-19 Vaccination Site-Provider Registration may be completed by the Organizations Vaccine Coordinator, Location Practice Manager or other appropriate delegate.

The Pharmacy Director or Medical Director must sign the Provider Registration.

Do we have to complete a CDC COVID-19 Vaccination Site – Provider Registration tool for each location expected to administer COVID-19 vaccinations?

Yes, each vaccination site must complete and submit a Vaccination Site - Provider Registration tool/survey to be eligible to administer vaccine. Each site must have a unique MCIR ID.

Do I need to complete a new Vaccination Site – Provider Registration tool if a provider leaves, changes location or we hire a new provider?

No, once you have submitted the Provider Registration tool, there is no need to update it or resubmit unless requested by MDHHS.

If a Provider serves multiple sites will they need to be listed for each Vaccination Site?

No, once a Provider is listed for one Vaccination Site they do not need to be listed on additional sites.

How can we review or access our Vaccination Site – Provider Registration tool/survey after it is submitted?

When you submit the tool/survey, you'll receive a confirmation email that your application has been received. The confirmation email will include a link to access the information submitted.



Does completing the CDC COVID-19 Vaccination Program Agreement ensure we will be approved to administer COVID-19 vaccine:

No, Applications will be reviewed by MDHHS and approved locations will be notified. Not all approved Providers will be able to receive COVID-19 vaccine immediately or in quantities ordered as specified in the [State of Michigan COVID-19 Vaccination Plan](#).

If you have additional Provider related questions about the Michigan CDC COVID-19 Vaccination Program, please email:

MDHHS-COVIDVaccineProviders@michigan.gov