

## PEAR SECTION 7: MICHIGAN-SPECIFIC FOLLOW-UP REFERENCE GUIDE

**Instructions:** This is a master list of Awardee-specific follow-up for your reference. All Michigan-specific requirements below have been added to their MOST RELEVANT PEAR question.

- These appear within PEAR to “**add**” where indicated – They will then appear in Follow-up Plan.
- If charting via paper, ensure you print the “**Section 7 PAPER Assessment Tool**”
- The **ONLY remaining question to assess in PEAR for Awardee(Michigan)-Specific Requirements**, that is not addressed throughout, will be **7.1** below:
  - **For 7.1**, Select **YES** if the provider has saved/bookmarked the VFC Resource Guide and Provider Manual. Select **NO** if provider does not have the Michigan VFC Resource Guide and Provider Manual saved/bookmarked.

Content Area	PEAR Q	Add Follow-up If	Detailed Action	Due Date
Vaccine Dose Documentation	3.2	If provider is not documenting appropriately within the IIS MCIR, with doses entered within 72 hours of administration	Ensure vaccine information is entered appropriately into MCIR within 72 hours of administration, regardless of VFC or private.	2 Weeks
VIS & VAERS	3.7	If provider is not utilizing Michigan-specific Vaccine Information Statements which contain MCIR statement.	Ensure Vaccine Information Statements (VISs) are obtained from Michigan site, such as MCIR or <a href="http://www.michigan.gov/immunize">www.michigan.gov/immunize</a> . This ensures the MCIR statement is indicated within the VIS.	2 Weeks
Storage Unit Grade	4.2	If the provider is not compliant with current requirements for household combination units: If a household combination unit has been approved for use, only the refrigerator section can be used if temps have remained in-range. The ONLY time the freezer section can be utilized is for providers enrolled prior to Jan 1, 2013 with a unit that has maintained temperatures in both the refrigerator and freezer. Please ensure the provider is aware of risks associated with such unit and provide a strong recommendation to replace the unit as soon as possible. If a household combination unit goes out of range, it must be replaced with stand-alone refrigerator and freezer units or a combination PHARMACEUTICAL unit with separate condensers.	In one month, provide documentation for compliance with current policy on household combination units (if unit must be replaced, provider must outline detailed replacement plan and identify units that will be purchased).	1 Month
Borrowing Documentation	4.3	If provider displays movement between vaccine inventories but is not managing private vaccines appropriately. Private stock vaccines must be stored, handled, and inventory managed in the same manner as VFC vaccine if any movement occurs or is expected to occur between inventories (borrow and replacement, replacement due to expiration, loss, etc.)	In one month, provide documentation of appropriate inventory management for private vaccine stock.	1 Month

Temperature Monitoring Device	4.4	If data logger is not downloaded, saved, and reviewed at least weekly	In one month, submit evidence of weekly data logger downloads	1 Month
Temperature Documentation	4.7	If Michigan twice daily temperatures are not documented appropriately: AM min/max, AM current temp, and PM current temp with time. All temp documentation must include initials/name, exact time of assessment, and exact temperatures documented as displayed on the DDL not rounded to the nearest whole ex: document 41.2F, not 41F.	In one month, submit temperature logs with appropriate documentation.	1 Month
Temperature Documentation	4.7	If the provider is not submitting temperature logs monthly and supporting docs per LHD frequency required	Provide monthly submission of temperature logs as well submission of supporting documents according to LHD frequency required.	3 Months
Temperature Documentation	4.7	If these documents are not posted or otherwise easily accessible: 1. Vaccine Management Emergency Response Plan 2. Borrowing Log 3. MDHHS Preparation Administration Table 4. MDHHS Storage Handling Table	Ensure these documents are posted or otherwise easily accessible to all staff, and are up-to-date (available at <a href="http://www.michigan.gov/vfc">www.michigan.gov/vfc</a> ): 1. Vaccine Management & Emergency Response Plan 2. Borrowing Log 3. MDHHS Preparation & Administration Table 4. MDHHS Storage & Handling Table	2 Weeks
Vaccine Placement	4.9	If provider does not have vaccines stored in their original packaging.	Ensure vaccines are stored in their original packaging.	2 Weeks
Emergency Transport	5.7	If the provider does not have materials on-hand for emergency vaccine transport according to MDHHS requirements including cooler/portable unit, conditioned water bottles, DDL, backup location, etc. (Provider Manual page 47)	In one month, submit evidence of appropriate preparation for emergency vaccine transport (cooler(s), conditioned water bottles, DDL, backup location designated, etc.)	1 Month
Inventory Comparison	6.1	If provider is not managing inventory appropriately, both physically and in the IIS: balancing monthly, VIM training has occurred, proper rotation of stock and notification to LHD within 3-6 months for soon-to-expire vaccines, etc.	In one month, submit evidence of inventory management that the site reviewer has identified is non-compliant (monthly balancing, VIM training, rotation of stock, notify LHD of soon-to-expire, proper demonstration of ret/waste reporting, etc.)	1 Month
Awardee Policy and Procedures	7.1	Select YES if the provider has saved/bookmarked the VFC Resource Guide and Provider Manual. Select NO if provider does not have the Michigan VFC Resource Guide and Provider Manual saved/bookmarked. Note: Other Michigan requirements were assessed within their most applicable question.	Ensure access and familiarity with the Michigan VFC Resource Guide and VFC Provider Manual-- save/bookmark the web links. These can be accessed via <a href="http://www.Michigan.gov/VFC">www.Michigan.gov/VFC</a>	2 Weeks