

### Community Provider Administered Vaccine Monthly Report to Zone\*

<b>Provider Type:</b>		<b>Zone/Region:</b>	
<b>Date Reported:</b>	(YYYY-MM-DD)	<b>Month of reporting</b>	
<b>Contact Person:</b>		<b>Telephone number:</b>	
<b>Business name:</b>			
<b>Address:</b>			
<b>City:</b>		<b>Postal Code:</b>	

The **Community Providers** are required to report the following information for all doses of Influenza Vaccine administered as per the Influenza Vaccine Reporting Requirements and Coding Explanations 2020/2021 document previously circulated.

Reports must be sent **Monthly** during the influenza season to the Zone Contact (see below for contact information).

This report will summarize all doses of influenza vaccine administered by **Community Providers** during the specified time period. **Doses accounted for in one month's report should not be included in the following month's reports.**

Reports should be sent monthly to the Zone Contact by either email or fax.

**Email:**

**Fax:**

Priority List by Reason Code		Number Immunized		
		Dose 1 of 2 <sup>^</sup>	Dose 2 of 2 <sup>^</sup>	Annual <sup>^</sup>
46	Pregnant women			
02	65 years of age and older			
67	6 months up to and including 59 months			
68	5 years up to and including 64 years of age with an eligible chronic condition			
39	Household or close contact of individuals in category 46, 02, 67 or 68 and of children under 6 months of age			
69	5 years up to and including 64 years and do not fit in any of the previous categories			
		<b>Subtotal</b>		
		<b>Total Doses Administered</b>		

<sup>^</sup>Dose 1 of 2 and Dose 2 of 2 should be used ONLY for children 6 months up to and including 8 years of age who qualify for 2 doses of vaccine during the CURRENT influenza season. Annual dose should be used for persons who require ONLY one dose of vaccine in the CURRENT influenza season.

Influenza vaccine Distribution and Administration Status	
Number of doses wasted	Number of doses on hand

**\*Reporting schedule:**

Month being reported on for influenza doses administered from the first to the last day of the month	Date report due to zone contact – Thursday in the week following the end of the month
October 2020	November 5, 2020
November 2020	December 10, 2020
December 2020	January 07, 2021
January 2021	February 11, 2021
February 2021	March 11, 2021
March 2021	April 08, 2021