

NEW YORK STATE DEPARTMENT OF HEALTH GUIDELINES FOR NEWLY CERTIFIED PHARMACIST IMMUNIZERS

Congratulations on your certification to immunize! All New York State certified pharmacist immunizers have a responsibility to record and report information to the New York State Department of Health (NYSDOH) annually on the seasonal influenza and pneumococcal vaccinations they administer. This reporting is mandated by law. Reporting requirements are discussed in further detail below.

REQUIREMENTS FOR REPORTING IMMUNIZATIONS ADMINISTERED

Chapter 563 of the Laws of 2008 amended New York State Education Law to allow pharmacists to immunize individuals 18 years of age and older against influenza and pneumococcal diseases. Pharmacist immunizers are also subject to two reporting requirements.

1) **General Vaccine Administration Reporting for those 18 years and older:**

Education Law §6801 requires that all pharmacists who administer vaccines report the administration, absent any individually identifiable information, to the NYSDOH in a manner required by the Commissioner of Health. This information should be reported annually via the Certified Pharmacist Immunizer Survey (see Certified Pharmacist Immunizer Survey section).

2) **Immunization Registry Reporting for 18 year old individuals and other adults with consent:**

- a. Pharmacist immunizers located outside of New York City (NYC) must report immunizations given to 18 year olds and may report other adults with consent to the New York State Immunization Information System (NYSIIS):
http://www.health.ny.gov/prevention/immunization/information_system/
- b. Pharmacist immunizers located in NYC must report immunizations to the New York City Department of Health and Mental Hygiene's (NYCDOHMH) City Immunization Registry (CIR):
<http://www.nyc.gov/html/doh/html/cir/cir-home.shtml>

According to current regulations, patient level data that must be recorded by each pharmacist immunizer (but not necessarily reported into the Certified Pharmacist Immunizer Survey) includes:

1. Recipient's name
2. Date of vaccine administration
3. Address at which vaccine was administered
4. Administering pharmacist

5. Immunizing agent
6. Manufacturer and lot number of immunizing agent

Under 8 New York Codes Rules and Regulations sec. 63.9(b)(4)(ix), unprofessional conduct shall include "failing to maintain a record for each patient which accurately reflects the evaluation and treatment of the patient. Unless otherwise provided by law, all patient records must be retained for at least six years. Obstetrical records and records of minor patients must be retained for at least six years, and until one year after the minor patient reaches the age of 21 years."

CERTIFIED PHARMACIST IMMUNIZER SURVEY

The Certified Pharmacist Immunizer Survey is anticipated to be available annually on July 1st via the NYSDOH's Health Commerce System (HCS). The reporting period for this survey is from July 1st of the previous year to June 30th of the current year. On July 1st of each year, a notification will be sent out via the HCS stating that the Certified Pharmacist Immunizer Survey has been launched and is open for data entry. The deadline for survey completion will be announced each year when the survey is launched. Each certified pharmacist immunizer will need to open an HCS account as notification of the survey's launch will be made via this system each year (please see link below for additional information). Completion of the survey is required of all pharmacist immunizers and survey data will illustrate the impact that pharmacists have on immunization rates.

Education Law §6801 requires the following aggregated information to be reported in the annual survey by each individual pharmacist immunizer:

1. Total number of seasonal influenza vaccine doses administered
2. Total number of pneumococcal vaccine doses administered
3. The number of persons vaccinated against seasonal influenza and pneumococcal disease by age according to the following categories:
 - a. 18 years old
 - b. 19-64 years of age
 - c. 65 years of age and older
4. Type of facility at which vaccination was given (e.g. pharmacy, point of dispensing sites, etc...)
5. County(-ies) in which immunizing agents were given
6. Type of individual(s) who signed your standing or individual orders (e.g. local physician, county health commissioner, etc...)
7. Whether doses given to 18 year olds were reported to NYSIIS and/or CIR
8. The number of adverse reactions after vaccination and the number of times epinephrine was administered

In addition to the aggregated information pharmacists are required to record, pharmacists will be asked to report the following personal information:

1. Certified pharmacist license number
2. Date on which *immunizer certification* was obtained and the date on which it will need to be renewed
3. Work address, phone number and work and/ or personal email address (to ensure accurate contact information if the pharmacist's current job changes)

Pharmacies have the option of either requiring their pharmacist immunizers to report on their own behalf, or appointing one or more pharmacy representatives to report on behalf of their pharmacists, by excerpting data from NYSIIS, CIR, or other records the pharmacy maintains.

OBTAINING AN HCS ACCOUNT

An HCS account is needed for the completion of the online *Certified Pharmacist Immunizer Survey*. To open an HCS account, see the following:

http://www.health.state.ny.us/prevention/immunization/information_system/providers/docs/instructions_for_hcs_accounts.pdf

ADDITIONAL RESOURCES

- 1) For further information, please see NYSDOH's "Pharmacists as Immunizers" homepage: http://www.health.state.ny.us/prevention/immunization/providers/pharmacists_as_immunizers.htm
- 2) For further information from the New York State Board of Pharmacy, please go to: <http://www.op.nysed.gov/prof/pharm/pharmimmunizations.htm>
- 3) For further information from the Pharmacist Society of the State of New York: please go to: http://www.pssny.org/web/2008/12/immunizer_information.aspx
- 4) For HCS Coordinator Training: Call 518-473-1809 or send an email to hcsoutreach@health.state.ny.us
- 5) To log into the HCS, please go to: <https://commerce.health.state.ny.us>

ADDITIONAL INFORMATION/QUESTIONS

For additional information or questions for those located outside of NYC, call the NYSDOH Bureau of Immunization at 518-473-4437 or in NYC, call the NYCDOHMH Bureau of Immunization at 347-396-2400. For questions regarding the HCS, please call the Commerce Accounts Management Unit at 866-529-1890.