



Borrowing Vaccine from Different Funding Sources

We have received several questions from VFC providers on how to document instances of borrowing vaccine from one stock (e.g., VFC) to administer to a child who is only eligible to receive vaccine from another funding source (e.g., Private).

The good news is that providers do NOT need to make any inventory adjustments in CIIS when borrowing vaccine.

You should:

- Accurately document the dose of vaccine you administer to the patient regardless of which stock it comes from.
- Record any instances of borrowing vaccines on the [Vaccine Borrowing Report](#).

Depending on whether you are a CIIS Manual Inventory User (you add and administer vaccine directly into the CIIS web application) or a CIIS Aggregate Inventory User (you report electronically to CIIS), please review the appropriate example below for instructions on how to track borrowed vaccine.

Example for Manual Inventory Users - If you borrow private vaccine for a VFC eligible patient, then you should select the vaccine from your private vaccine inventory when adding and administering the immunization in CIIS. If you borrow publicly-funded vaccine for a patient who is not VFC eligible, then you should select from your publicly-funded vaccine inventory when adding and administering the immunization in CIIS. This will ensure the appropriate vaccine manufacturer and lot number are tracked on the patient's immunization record. **Note:** Although CIIS will display a warning message when you try to administer a VFC vaccine to a non-VFC eligible patient, it will allow you to continue administering the vaccine; however, you will be prompted to select a reason for borrowing the vaccine. Please view a video demonstration on how to [Document Borrowed Vaccine in CIIS](#) from the *Administer Immunizations* screen.

Example for Aggregate Inventory Users - If you borrow private vaccine for a VFC eligible patient, you would NOT count this vaccine on your publicly-funded vaccine reconciliation in CIIS. If you borrow public vaccine for a patient who is not VFC eligible, you WOULD add this administered dose to the Aggregate Administered column of your publicly-funded vaccine reconciliation in CIIS.

All VFC Providers Should Complete the CDC Borrowing Report - It is necessary for all VFC providers to use the CDC Vaccine Borrowing Report to document each borrowing occurrence. The borrowing report must be kept onsite as part of the VFC program records and made available to the VFC staff during VFC site visits. You can print a copy of the [CDC Vaccine Borrowing Report](#) along with instructions.

REMEMBER: VFC vaccine cannot be used as a replacement system for your privately purchased vaccine inventory. You must ensure that borrowing VFC vaccine will not prevent a VFC- eligible child from receiving a needed vaccination because VFC vaccine was administered to a non-VFC eligible child.

If you have questions on this guidance, please contact the VFC Program at cdphe_vfc@state.co.us or 303-692- 2650.