

## FAQ: COVID Vaccine Specific *Alberta Vaccine Inventory (AVI) Account*

**\*\*\*Please take a few minutes to read through the information below before registering\*\*\***

### How much time will it take to register for this second AVI account?

Testing of the google form indicates registration will take you/a staff member approximately five to ten minutes. Processing the form will take five days. It will result in a different username from the one you currently use to order other vaccines. The new username will be for this second AVI account.

### What information do I need ready to register for this second AVI account?

The form will ask for location and contact information for staff members identified as ‘users’. It also requires your Facility ID Number associated with billing. This can be found in your EMR or your staff can retrieve it. It is a six-digit number unique to your clinic. It is not your prac ID, Business Arrangement number, or IDSM facility number.

### How do I register?

**Only proceed with registration if you have a fridge onsite (not on backorder) and your clinic has full access to your IDSM account (account is not being processed/set up).**

Before you click on the [AVI registration link](#) to complete your registration, please **read** the below ‘Tips’.

#### Tips:

- For all initial submissions select “Initial registration for COVID vaccine”
- During initial registration, if you need less than four users on the account, click “next” to leave those fields blank until you reach the prompt to “submit”
- If you need to change information or make an error after initial submission, select “Change to physician clinic information”
- If you need to add additional users later, select “Additional user request”

### When is the deadline?

For clinics that meet the criteria (fridge and IDSM in place) please register **before May 15, 2021**.

For clinics waiting for their IDSM to be processed or needing to commence an IDSM application, please know this AVI registration link will remain open – you will not miss the chance to help with vaccination.

The deadline is only in place to provide Alberta Health an initial list of ready clinics by May 15 for the 5-day processing.

### **When can I order Covid vaccine?**

We are waiting for a date when enough vaccine is available for clinics to simply order COVID vaccine, like other vaccines. The goal is to have this happen in May, but we may need to wait until June. We will provide you with information as soon as we receive it.

### **How much Covid vaccine do I need to be prepared to administer?**

Physician clinics, like pharmacies, will be required to administer vaccines within a certain window of time to ensure as many Albertans are vaccinated as soon as possible.

If you are not confident that your clinic can administer a minimum of 100 doses of Moderna vaccine in 7 days, or 48 doses of Pfizer in 5 days (when/if these become available), please do not proceed.

### **IDSM Account – Immunization Direct Submission Mechanism**

If you do not currently have an [IDSM](#) account, you will need to complete the [application process](#) before you can create an AVI account. The approval takes a few weeks to process and is a requirement of participating.

### **Recommended and Supplemental Education/Resources**

There is no required training for physician clinics, however there is *recommended* training. There are two checklists for clinics to use, one is for [clinics currently administering other vaccines](#), and the other is for [clinics NOT currently administering other vaccines](#).

If you have any questions about the above information, please contact [backthevax@albertadoctors.org](mailto:backthevax@albertadoctors.org).