



11/19/2020

Dear Hospital Administrator,

The Illinois Department of Public Health (IDPH) is actively planning for the administration of the COVID-19 vaccine based on the current recommendations from [Operation Warp Speed](#) and guidance from the Centers for Disease Control and Prevention (CDC). Health system and hospital staff have been identified by the CDC as a critical population group to be among the first to receive the vaccine.

In order for a hospital/health system to receive and distribute the COVID-19 vaccine, IDPH will require enrollment in the Illinois Comprehensive Automated Immunization Registry Exchange (I-CARE), a web-based immunization record sharing application developed by IDPH. The application allows public and private health care providers to share the immunization records of Illinois residents with other providers statewide. Features of I-CARE include:

- Calculation of immunization due dates.
- Automatic population and printing options for the school physical exam form and patient immunization history report.
- Reminder/Recall feature to track and notify patients of due dates.
- Vaccine inventory feature to track vaccine usage by lot number.
- Ability to record patient contraindications, adverse reactions, or immunities.
- Assessment of immunization coverage levels by practice.
- Temperature log feature to track and report vaccine storage by appliance.
- Vaccine Information Statement (VIS) module containing VIS forms for printing, distribution, and tracking.

There are two important steps that require prompt action:

- 1) I-CARE enrollment (if not previously enrolled) and**
- 2) completion of the CDC's COVID-19 Vaccine Provider Agreement and Provider Redistribution Agreement, both to be completed and submitted within I-CARE.**

For additional information regarding I-CARE, please see attachment.

IMPORTANT: We are asking that hospitals complete Steps 1 and 2 no later than November 30, 2020. Hospitals that have not completed the enrollment process and signed the Provider and Redistribution agreements will be unable to receive the COVID-19 vaccine.

IDPH appreciates the continued partnership with hospitals across the state as we work together on the COVID-19 mass vaccination plan. If you have any questions on I-CARE enrollment, contact April Caulk, I-CARE Program Manager, and staff at dph.immunizations@illinois.gov.