

August 18, 2020

Dear Immunization Stakeholders,

The Iowa Department of Public Health (IDPH) is taking steps to prepare for the receipt and distribution of COVID-19 vaccine. It is anticipated IDPH will be responsible for directing the shipment of the vaccine and ancillary supplies in the State of Iowa. IDPH is extending the opportunity to receive and administer pandemic vaccines to all interested health care providers in the state including but not limited to hospitals, clinics, pharmacists, long term care facilities, and community vaccinators.

IDPH plans to use the Immunization Registry Information System (IRIS) and other federal systems for the ordering, distribution and documentation of all pandemic vaccines. Health care provider sites interested in offering pandemic vaccines, currently not enrolled in IRIS, should enroll at this time. Please complete the following enrollment forms:

1. Interested health care provider sites must complete the [Authorized Site Agreement – Organization](#) for the facility.
2. In addition, individual users at each facility should complete the [IRIS Authorized Individual User Agreement](#).

The completed Authorized Site Agreements for Organizations and Individual User Agreements can be emailed to IRISEnrollment@idph.iowa.gov or faxed to 800-831-6292.

IDPH anticipates all health care organizations will need to complete a COVID-19 Pandemic Vaccine Provider Agreement in order to receive and administer COVID-19 vaccine. A federal provider agreement is forthcoming and will be made available in the near future.

Note: IRIS supports connections with electronic health record systems, for electronic data exchange. If facilities want to connect electronically to IRIS, complete and send the [IRIS Data Exchange Onboarding form](#) to IRISEnrollment@idph.iowa.gov.

Health care providers and organizations who enroll in IRIS are not obligated to provide COVID-19 vaccines. In addition, enrollment in IRIS does not guarantee the receipt of pandemic vaccines.

Additional information regarding COVID-19 vaccines and plans will be distributed over the coming months. Thank you for your consideration to provide COVID-19 vaccines to Iowans. If you have any questions regarding IRIS enrollment please contact Kim Tichy at 800-374-3958 ext. 4 or kimberly.tichy@idph.iowa.gov.