COVID-19 Vaccine Redistribution Guidance Provider Checklist

Redistribution is moving or distributing vaccine to a recipient immunizing provider site. While a distributing site is responsible for safe vaccine storage, transport, administration, and inventory documentation; the recipient site is also responsible for these same measures. All site(s) involved must utilized the guidance below PRIOR to any redistribution of COVID-19 Vaccine.

1. **The site performing redistribution** must be enrolled as a [COVID-19 Vaccine Provider](#) and complete, submit, and comply with the [COVID-19 Redistribution Agreement](#).

2. **The site receiving redistributed vaccine** must be enrolled as a [COVID-19 Vaccine Provider](#).*

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**Checklist:**

- All sites complete [Registration CDC COVID-19 Vaccination Program Provider Agreement Tool](#) and visit [COVID-19 Registration Resources](#).

- All sites complete [MCIR Provider Usage Agreement](#)* (if not a current MCIR provider).

- **Distributing Site** only completes [COVID-19 VACCINE REDISTRIBUTION AGREEMENT](#).

- Connect with your [Local Health Department](#) contact(s) regarding vaccine administration, vaccine transport, and storage & handling concerns.

- Connect with your [Regional MCIR Office](#) regarding site administrator, MCIR dose documentation, transaction adjustment and inventory how to training.

*To check the status of your approval contact enrollment email [Michigan CDC COVID-19 Vaccination Program](#).

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**Redistribution Education & Guidance Resources:**

- [COVID-19 Vaccine Provider Guidance and Educational Resources](#)
- [CDC COVID-19 Storage & Handling Toolkit (pg. 49)](#)
- [MDHHS Vaccine Transport Guidance](#)
- [MDHHS Transport Temperature Logs](#)
- How to Document Redistributed Doses in MCIR Outbreak Inventory [Distributor Instructions Part 1 & Recipient Instructions Part 2](#)