

Influenza Vaccine Order Form

1. Fax completed form to the Immunization Team at 613-549-0985.
2. Include temperature log with temperatures from previous four weeks or since last order date.
Orders will not be filled if temperature logs are not received by KFL&A Public Health.

Initial influenza vaccine orders must be placed by September 30 before 4:30 p.m.
 Orders will be ready for pick-up or courier on October 7.

Second influenza vaccine orders can be placed by October 7 before 4:30 p.m.
 Orders can be picked up on or after October 14.

Orders for additional influenza vaccine orders can be placed starting October 29. Orders will be ready 3 business days (72 hours) after the order is placed. There may be a delay in shipping your order as shipment depends on supply from the Ontario Government Pharmacy (OGP).

Facility information

Name of facility: _____	Approximate number of patients in practice: _____
Main fridge code: _____	
Date: _____	
Telephone number: _____	Do you have a regular vaccine order currently placed?
Fax number: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No

Influenza vaccine	Eligibility	Current number of doses in stock	Number of doses required for this order
Quadrivalent Inactivated Vaccine (QIV)	6 months and older		
High-Dose Trivalent Inactivated Vaccine (High Dose TIV)	65 years and older		

Notes:

- Fluzone® Quadrivalent and Fluzone® High-Dose are different products. Fluzone® High-Dose is only authorized for those 65 years of age and older. Please use caution when administering Fluzone® products to ensure that the right vaccine is being administered to the right person.

If influenza clinics are planned at your facility please provide date of clinic and approximate number of doses required.

Date of clinic	Approximate number of doses required

Please select one pick-up or delivery method:

Client pick-up

(Please bring cooler, cooled to between 2 to 8°C)

- Kingston
Monday to Friday
8:30 a.m. to 4:30 p.m.
- Napanee
Monday
1:00 to 4:30 p.m.
Tuesday to Friday
8:30 a.m. to 12:00 p.m. and 1:00 to 4:30 p.m.

Pick-up locations

KFL&A Public Health
Kingston
221 Portsmouth Avenue
613-549-1232

Napanee
99 Advance Avenue
613-354-3357

Courier pick-up

(Please send cooler, cooled to between 2 to 8°C)

- Kingston
Monday to Friday
8:30 a.m. to 4:30 p.m.
- Napanee
Monday
1:00 to 4:30 p.m.
Tuesday to Friday
8:30 a.m. to 12:00 p.m. and 1:00 to 4:30 p.m.

Delivered

(Courier must return cooler after delivery)

Cost of delivery will be charged to the account number.
Orders are couriered from the Kingston office.

Account number: _____

Preferred courier: _____

Please specify any office closures that would affect delivery:
