

INSTRUCTIONS

PURPOSE:

This document constitutes a legal agreement under which the North Carolina Immunization Branch may provide state-purchased vaccines to a private provider to immunize patients.

PREPARATION:

1. Prepare an original and a copy.
2. Print or type the agency name.
3. The agreement shall be available for review by Immunization Branch personnel.

DISTRIBUTION:

Retain a copy for your records.

DISPOSITION:

Completed (signed and dated) form must be retained until participation in the state-supplied vaccine program ends and for ten years following the end of the calendar year in which the agreement is terminated or for ten years following the year any vaccine recipient was immunized during the final year of the agreement. If a notice of a claim or lawsuit has been made, this agreement(s) should be retained until after final disposition of the claim or litigation (including appeals).

Additional forms may be ordered by calling the NCIR Help Desk at 1-877-873-6247.