



Eric J. Holcomb  
*Governor*

Kristina M. Box, MD, FACOG  
*State Health Commissioner*

Dec. 1, 2020

Dear Long-term Care Partners:

First of all, thank you for all you have done to serve Hoosiers during these unprecedented times. I would like to update you on the latest information about COVID-19 vaccination.

Pfizer and Moderna have applied for an Emergency Use Authorization (EUA) from the FDA. If approved, we could have vaccine ready to administer in Indiana before the end of the year.

The Indiana Department of Health put together a group of internal and external stakeholders, experts in immunology, infectious disease, ethicists and others to develop a vaccine allocation prioritization list. The committee agreed with other national leaders, such as the National Institutes of Science, that healthcare personnel should be the first to receive the vaccine. The goal is to protect those with the most risk of exposure, prevent them from giving it to vulnerable populations, and to reinforce our healthcare workforce by preventing illness.

After EUA approval, Advisory Committee on Immunization Practices (ACIP) recommendations, and review by the Indiana-specific vaccine review committee, the Indiana Department of Health will send an email to long-term care leadership to distribute to your eligible personnel. This includes licensed, unlicensed, paid and unpaid personnel associated with your facility who in their line of work have the possibility of exposure to COVID-19 patients and infectious material. Vaccine will be distributed based on the quantity received.

Here are several important considerations to keep in mind:

1. This first round of vaccine is allocated to healthcare personnel who in their line of work have the potential for exposure to COVID-19 patients or infectious material.
2. Long-term care personnel have been prioritized as the initial group to receive the COVID-19 vaccine.
3. Your personnel will be assigned to one of the 50 hospital-based vaccine administration site(s) based on the county where they live. For some, there will only be one option. For others, there may be several options from which to choose. A scheduling platform will assist with identifying locations and available appointments.

To **promote**, **protect**, and **improve** the health and safety of all Hoosiers.



4. Personnel will be asked to bring an ID or some form of verification that they work in a long-term care facility.
5. Please assure your personnel who do not have access to a smart phone or a computer that they can receive assistance to get registered.
6. There will be no charge to the person receiving vaccine. However, insurance information will be collected. Federal guidelines (<https://www.cms.gov/files/document/covid-vax-ifc-4.pdf>) ensure that no one is charged any out-of-pocket funds for the administration of the vaccine. There will be no co-pay and no charge to those who do not have insurance. The vaccine is free of charge from the federal government, but insurance may be charged the \$28 administration fee.
7. These vaccines require a second dose, in 21 (Pfizer) or 28 (Moderna) days. The second dose is imperative for the appropriate immune response. People should be prepared to sign up for their second dose immediately following their initial vaccination.
8. When vaccine is available in Indiana for administration, you will receive a letter in this format with a link to registration and scheduling. We will ask that you distribute the link to your healthcare personnel at that time.
9. Communication is important to instilling confidence in the vaccine and process. Please communicate the contents of this letter to your staff and how you will notify them that vaccine is available.

You'll also find attached a flyer to post and share with your staff regarding vaccination. Please direct staff and others to visit [coronavirus.in.gov/vaccine](https://coronavirus.in.gov/vaccine) for updated information about the COVID-19 vaccine in Indiana. The state Department of Health will continue to provide updates on vaccine allocation as more information becomes available.

Yours in health,

Lindsay Weaver, MD, FACEP  
Chief Medical Officer

Enclosure: COVID-19 vaccine flyer