



End-of-Season Influenza Vaccine Return Process

**Rhode Island Department of Health
Office of Immunization**

End-of-Season Influenza Vaccine Return Process

To return seasonal influenza vaccine, complete the following steps:

Log in to OSMOSSIS through the KIDSNET or SSV Login portal.

From the SSV Practice Menu page, click the **OSMOSSIS** link. You will be brought to the **OSMOSSIS Vaccine Ordering Menu** page.

The screenshot shows the SSV Login Page. At the top left is the Rhode Island Department of Health logo and name. Below it is a 'News and Alerts' box with a message: 'This is the message of the day: Today is a good day to order vaccine!!!'. A welcome message follows: 'Welcome to the Immunize for Life, State Supplied Vaccine (SSV) Program log-in page. Log in using your SSV PIN number and your lead vaccine provider, physician or medical director's license number. If you have trouble logging into the system call 401-222-7876. By logging on the user agrees to the terms stated on this page.' Below this is a list of terms and conditions. To the right is a login form with fields for 'PIN' and 'License No.', and a 'Log In' button. The footer contains the RI.gov logo, 'HEALTH Rhode Island Department of Health', and copyright information.

State of Rhode Island
Department of Health

SSV Login Page

News and Alerts

! This is the message of the day: Today is a good day to order vaccine!!!

Welcome to the Immunize for Life, State Supplied Vaccine (SSV) Program log-in page. Log in using your SSV PIN number and your lead vaccine provider, physician or medical director's license number. If you have trouble logging into the system call 401-222-7876.

By logging on the user agrees to the terms stated on this page.

If your practice/facility has not been previously enrolled, or it has been longer than 1 year since you last enrolled in any vaccine program, you will need to call 401-222-7876 where you will be assigned your PIN number and password. In proceeding beyond this point, the user:

- Agrees that they are authorized by the Lead Vaccine Provider or Medical Director to enter through this web portal in order to complete enrollment, update practice information and/or place vaccine orders on behalf of the practice;
- Agrees to the Terms and Conditions related to this enrollment on behalf of the practice or facility.


By logging on the user agrees to the terms stated on this page


PIN: *

License No.: *

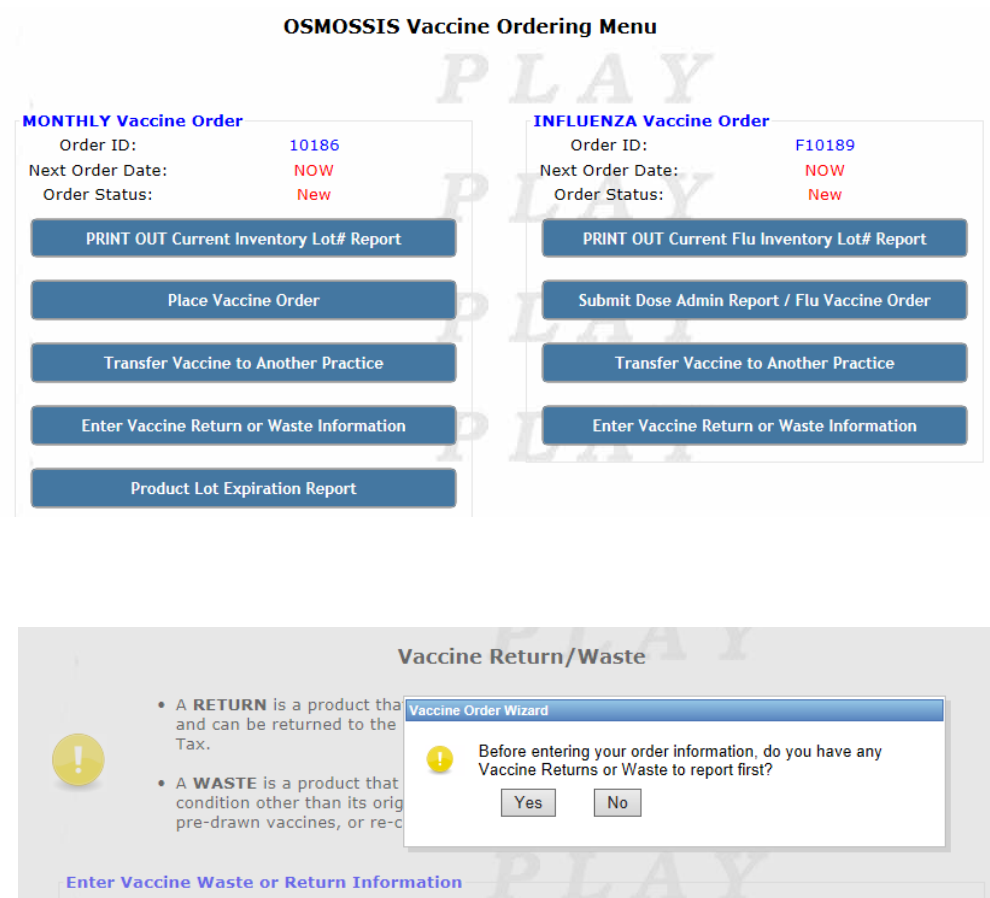
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From the **OSMOSSIS Vaccine Ordering Menu** page, click:  under the **INFLUENZA Vaccine Order** section.

Once you click the button, you will be asked if you have any “Vaccine Returns or Waste” to report. Select  .

The **Vaccine Return/Waste** page will activate.



The screenshot shows the OSMOSSIS Vaccine Ordering Menu with two columns of options. The left column is for the MONTHLY Vaccine Order (Order ID: 10186, Next Order Date: NOW, Order Status: New) and the right column is for the INFLUENZA Vaccine Order (Order ID: F10189, Next Order Date: NOW, Order Status: New). Both columns have buttons for reporting inventory, placing orders, transferring vaccines, and reporting returns or waste. The bottom part of the screenshot shows the Vaccine Return/Waste page with a warning icon and a text box explaining the difference between a return and a waste. A Vaccine Order Wizard dialog box is overlaid on the page, asking if there are any vaccine returns or waste to report first, with Yes and No buttons.

OSMOSSIS Vaccine Ordering Menu

MONTHLY Vaccine Order
Order ID: 10186
Next Order Date: NOW
Order Status: New

INFLUENZA Vaccine Order
Order ID: F10189
Next Order Date: NOW
Order Status: New

Vaccine Return/Waste

- A **RETURN** is a product that has expired and can be returned to the manufacturer for a refund.
- A **WASTE** is a product that is unusable due to a condition other than its original expiration date, such as pre-drawn vaccines, or re-capped vials.

Vaccine Order Wizard

Before entering your order information, do you have any Vaccine Returns or Waste to report first?

Yes No

[Enter Vaccine Waste or Return Information](#)

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On the **Vaccine Return/Waste** page, complete each required field for each vaccine Lot Number that you intend to return. OSMOSSIS will automatically complete any fields where a selection choice does not exist.

Reason for return: For end-of-season returns, please select “Expiration reported by practice”. If the product has not yet reached its expiration date, you will be required to select “Other” as the reason for return.

After entering the quantity to return for a particular Lot #, click **Add Another** if you have additional vaccines to return. Complete the same process for each additional vaccine. Once you have completed entering all returns, click **Next →**.

You will be brought to the **Report Influenza Doses Administered** page.

Vaccine Return/Waste

- A **RETURN** is a product that has expired or spoiled due to storage and handling issues and can be returned to the manufacturer in its original condition for refund of the Excise Tax.
- A **WASTE** is a product that cannot be returned for credit due to the vaccine being in a condition other than its original state. Examples of waste include, broken/leaking vials, pre-drawn vaccines, or re-constituted vaccines.

Enter Vaccine Waste or Return Information

Action Type: Return Waste

Order Type:

Vaccine Type:

Vaccine Brand:

Package Type:

NDC Code:

Lot Number / Exp. Date:

Reason:

Quantity:

Add Another **Next →** **Cancel**

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On the **Report Influenza Doses Administered** page, select Option 3 that states your practice **“DOES NOT** require any influenza vaccine at this time”.

Reporting Doses Administered

If your practice has any final doses to be reported as administered, please enter them. If you do not have any doses to report, enter a zero (0) in each required field.

Once you have completed all the required doses administered entries, click .

You will be brought to the doses administered **Confirmation** page.

This completes the OSMOSSIS portion of the influenza vaccine return process.

Report Submit Option

- This practice is reporting doses administered and DOES require additional influenza vaccine
- This practice is only reporting doses administered and DOES NOT require any influenza vaccine at this time
- This practice is no longer administering vaccines and does not require any additional vaccine for the season

Age Group Reporting

Age Group	Injectable	Intranasal
6-35 mo	<input type="text" value="0"/>	<input type="text" value="0"/>
36-50 mo	<input type="text" value="0"/>	<input type="text" value="0"/>
5-18 yrs	<input type="text" value="0"/>	<input type="text" value="0"/>
Total Pediatric Doses		<input type="text" value="0"/>
19-24 yrs	<input type="text" value="0"/>	
25-49 yrs	<input type="text" value="0"/>	
50-64 yrs	<input type="text" value="0"/>	
65+ yrs	<input type="text" value="0"/>	
Total Adult Doses		<input type="text" value="0"/>
Total Doses		<input type="text" value="0"/>

Priority Group Reporting

Of the doses administered reported in the age groups above please identify how many doses were issued to individuals from each of the following Priority Groups. If an individual falls into multiple priority groups please include them in only the first group that they fall under, based on the order of the list below. For example: a healthcare worker who may be pregnant would be reported under the "Pregnant Women" group.

<input type="text" value="0"/>	Pregnant Women
<input type="text" value="0"/>	Healthcare Workers

Medicare/Medicaid Reporting

Of the doses administered reported in the age groups above please identify how many doses were issued to individuals from each of the following Medicare/Medicaid categories.

<input type="text" value="0"/>	# of Medicare Fee for Service patients vaccinated with State Supplied Vaccines
<input type="text" value="0"/>	# of Medicaid Fee for Service patients vaccinated with State Supplied Vaccines

All entries are valid

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Now that you have completed the OSMOSSIS portion of the influenza vaccine return process, complete the following steps:

- Box up the vaccines to be returned. No cold chain required.
- Label the box as “Flu Returns”.
 - Do not include any other vaccines in this return box.
- Once RIDOH receives your return request through OSMOSSIS, a return label request will be created with McKesson.
- A return label will be emailed to your practice from McKesson within 48 hours.
 - If you do not see an email, please check your junk, spam, or clutter folders.
- Affix the label to the return box and schedule a pickup with UPS.
 - If you do not have regularly scheduled pickups with UPS, they may charge a small fee to pick up the vaccine; or, drop off the package to your local UPS store for free return.
- It may take up to four weeks for the entire return process to be completed.
- If you have any questions, please contact your Immunization Representative.

Thank you.