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To: Maine Immunization Program Providers  
From: Maine Immunization Program  
Subject: VFC Annual Training Requirement  
Date: July 1, 2025

The Maine Immunization Program requires that all VFC enrolled providers complete the Vaccines for Children Training below on an annual basis. This is required for both the primary and secondary vaccine coordinators. Any **NEW** vaccine coordinators **MUST** also complete the Vaccines for Children Training.

Beginning July 1, 2025, all primary and secondary vaccine coordinators that are assigned to these roles in their provider agreement must complete the Vaccines for Children training. We will be moving towards this time frame as it aligns with our fiscal year. Any trainings completed prior to July 1 will not count towards satisfying the requirement in the upcoming fiscal year (July 1, 2025 – June 30, 2026). Providers must complete the training by July 31st of each fiscal year. The training is available to be completed on the MIP website starting on July 1, 2025.

The educational module is located on the following webpage: [ImmunizeME.org](https://immunizeME.org) - [Annual Education Requirement](#) | [Immunization](#) | [MeCDC](#) | [Maine DHHS](#). Failure to complete this education requirement will impact your ability to order vaccines within ImmPact and may result in denial of the provider agreement.

In addition to the VFC annual training requirements, MIP will host a quarterly lunch and learn webinar specific to the vaccine coordinator role and available on a as needed bases for sites in need of additional training. We encourage any new vaccine coordinator to attend. The invite will be sent out via our communications.

If you have any questions, please contact the Maine Immunization Program at (207) 287-3746 or email [ImmunizeME.DHHS@maine.gov](mailto:ImmunizeME.DHHS@maine.gov).