

**Date:** July 1, 2026  
**To:** Vaccines for Children (VFC) Program Providers  
**From:** Jessica Schultz, VFC Program Manager  
**Re:** Required Annual VFC Program Re-enrollment due by Wednesday July 22, 2026

Thank you for your participation in the Iowa Vaccines for Children (VFC) Program. Each VFC Program provider location must re-enroll annually. **This year's re-enrollment period is July 8–22, 2026.** Each VFC Program provider location must complete three steps in the following order:

- Step 1:** Primary vaccine and backup vaccine coordinators complete required provider training,
- Step 2:** Using IRIS Instructions, review and update the organization's contacts and providers practicing at facility in IRIS, and
- Step 3:** Complete the VFC Re-Enrollment Page in IRIS (*no paper enrollment forms*).

### **Required Provider Training:**

The primary vaccine coordinator and backup vaccine coordinators must complete two [You Call the Shots](#) modules:

1. [Vaccine Storage and Handling - Jan 2026](#)
2. [Vaccines for Children \(VFC\) - Jan 2026](#)

Continuing education credit and certificates of completion are available through [CDC TRAIN](#). Other clinic staff are encouraged to complete the modules, but it is not required.

The Iowa VFC Program requirements vary slightly from the CDC [You Call the Shots](#) modules. One example is the Iowa VFC Program requirement for twice daily temperature documentation. Refer to the [VFC Operations Guide](#) for all Iowa program requirements.

### **IRIS Admin User Access Required:**

Only IRIS Admin users have access to complete VFC Program re-enrollment in IRIS. To add Admin Users, complete the [IRIS Site Enrollment Form - Administrative User](#), which can be found under the "Forms" tab of IRIS. Send the completed form to the Iowa Immunization Program as indicated on the form. **Current IRIS users with Admin Access do not need to resubmit the IRIS Site Enrollment Form.**

### **Re-enrollment is completed in IRIS:**

VFC Program providers must complete the re-enrollment process in IRIS. Providers must follow the provided IRIS instructions. The Iowa VFC Program does not accept paper forms for re-enrollment. **VFC Program providers should not fax or email re-enrollment forms to the Iowa VFC Program.**

Please complete the required training and VFC Program re-enrollment process by **July 22, 2026**. Failure to complete the re-enrollment process by the due date will result in suspension from the VFC Program, and the inability to place VFC vaccine orders in IRIS. Questions can be directed to the Iowa VFC Program at [iowaVFC@hhs.iowa.gov](mailto:iowaVFC@hhs.iowa.gov).