



**Maine Department of Health and Human Services  
Maine Center for Disease Control and Prevention**

**PAUL R. LePAGE  
GOVERNOR**

**11 State House Station  
286 Water Street  
Augusta, Maine 04333-0011**

**BETHANY L. HAMM  
ACTING COMMISSIONER**

To: Maine Immunization Program Providers  
From: Maine Immunization Program  
Subject: 2019 ImmPact User Agreement Clarification  
Date: December 11, 2018

The Maine Immunization Program (MIP) only requires that the following individuals provide a signed ImmPact Administrator User Agreement by January 31, 2019:

- Primary Vaccine Coordinators

MIP requires the following individuals to provide a signed ImmPact Individual Non-Vaccine User Agreement by January 31, 2019:

- WIC
- Schools
- Pharmacies
- Any additional non-vaccine locations

All individuals within your organization with active log-in credentials for ImmPact must have a signed ImmPact Individual User Agreement on file. These individual user agreements should be kept on file at your facility and be made available to MIP if necessary.

ImmPact User Agreements are available here: <https://www.maine.gov/dhhs/mecdc/infectious-disease/immunization/providers/forms-updates.shtml>

As a recap, the following are due to us by **January 31, 2019**:

- All ImmPact Administrator User Agreements
- All Individual Non-Vaccine User Agreements

Additionally, facilities receiving MIP-supplied vaccine must provide the following by **January 31, 2019**:

- Varicella Eligibility Form
- Data logger calibration certificates (primary and backup)
- Storage & Handling Annual Educational Training (primary and secondary vaccine coordinator)

Thank you for all that you do and enjoy the upcoming holiday season!