



North Carolina Department of Health and Human Services  
Division of Public Health

Pat McCrory  
Governor

Richard O. Brajer  
Secretary

Danny Staley  
Acting Division Director

November 23, 2015

**MEMORANDUM**

TO: North Carolina Immunization Program (NCIP) Participants  
  
FROM: Wendy Holmes, RN, Head *WH*  
Immunization Branch  
  
SUBJECT: Important: 2015 Holiday Shipping Schedule

The purpose of this memo is to provide important details regarding the upcoming holiday vaccine shipping schedule. Adherence to this schedule will help avoid delayed shipments and the risk of vaccine loss during the upcoming holiday season. Carefully review the schedule below, and plan to order enough vaccine in November and/or December to vaccinate your patients at least through January 4, 2016. Please contact the Immunization Help Desk if your hours of operation or shipping address have changed to avoid shipment delays. Additionally, without a direct signature required for FedEx deliveries, a FedEx signature release on file allows FedEx to drop off any FedEx package, including vaccine shipments, which may result in vaccine being left on your doorstep when you are closed.

**November 2015 Ordering and Shipping**

- With the exception of state government holidays (November 26 and 27), NCIP will accept vaccine orders throughout the month of November.
- Providers will not receive vaccine shipments from McKesson Specialty or Merck from Friday, November 20 through Friday, November 27, 2015.

**December 2015 Ordering and Shipping**

- To accommodate McKesson Specialty and Merck holiday shipping schedules, Tuesday, December 1 through Friday, December 11, 2015 are the ONLY days that the North Carolina Immunization Branch will be accepting vaccine orders for the entire month of December. Unfortunately, orders received after 3pm on Friday, December 11 cannot be processed until Monday, January 4, 2016.
- Vaccine shipments may arrive at your office as late as Thursday, December 17, 2015. Providers will not receive vaccine from McKesson Specialty from Friday, December 18, 2015 through Friday, January 1, 2016.

**January 2016 Ordering and Shipping**

- The North Carolina Immunization Branch will resume regular order processing on Monday, January 4, 2016.

**Note: The NCIP will not be accepting orders between 3 pm, Friday, December 11, 2015 and Friday, January 1, 2016.**

With the exception of state government holidays (November 11, 26, and 27, 2015; December 23, 24, and 25, 2015; and January 1 and 18, 2016), the Immunization Help Desk will be available at 1-877-873-6247 throughout the months of November, December, and January to answer your questions and offer assistance.

CC: SMT   Regional Imm Staff   CO Staff   Vaccine Manufacturers   Elizabeth Hudgins   Frank Skwara   Terri Pennington   Peter Graber  
Jason Swartz   Desiree Elekwa-Izuakor   Taryn Edwards   Gregg Griggs   Ann Nichols

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