



**NEW YORK CITY DEPARTMENT OF  
HEALTH AND MENTAL HYGIENE**

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*Commissioner*

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Assistant Commissioner  
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Bureau of Immunization  
42-09 28th Street  
5<sup>th</sup> Floor  
Queens, NY 11101

July 1, 2020

Dear Colleague,

We thank you for your continued efforts to protect the children of New York City (NYC) from vaccine-preventable diseases during this challenging time. Many children have missed doctor's appointments and may be behind on their immunizations due to the SARS-CoV-2 pandemic. We encourage you to recall patients due or overdue for vaccinations in order to bring them up-to-date. To assist your efforts, the Centers for Disease Control and Prevention (CDC) has created [Resources for Encouraging Vaccinations During COVID-19 Pandemic](#). These resources include multimedia tools, key messages, social media posts, and a web feature, *Well-Child Visits are Essential*.

For NYC Vaccines for Children (VFC) providers, please do not hesitate to order more vaccines than recommended in the Citywide Immunization Registry (CIR) Vaccine Inventory Management (VIM) system to help you with your catch-up vaccination efforts. Additionally, you can order VFC vaccines outside of your regular ordering schedule.

VFC providers should continue to be diligent about proper vaccine storage and handling, and temperature monitoring protocols. You must continue to report temperature excursions to the VFC program. Additionally, Digital Data Logger (DDL) summary reports should continue to be uploaded with vaccine orders. Due to clinic closures, some summary reports may not cover the complete time period between orders. Please contact the Provider Quality Assurance Unit if you need assistance with your DDL summary reports.

Please note, the CDC has authorized the extension of the DDL calibration period by one additional year for providers with certificates of calibration expiring in 2020 only. For example, a DDL calibration certificate set to expire 6/30/2020 will now expire on 6/30/2021.

Finally, attached is a notice from the vaccine manufacturer Merck that addresses changes in its vaccine packaging and packing slips.

For questions regarding information included in this letter or for general VFC or other immunization-related questions, please email us at [nycimmunize@health.nyc.gov](mailto:nycimmunize@health.nyc.gov) or call 347-396-2404.

Sincerely,

A handwritten signature in black ink that reads 'Jane R. Zucker'.

Jane R. Zucker, MD, MSc  
Assistant Commissioner  
Bureau of Immunization



Merck Sharp & Dohme Corp.  
351 N. Sumneytown Pike  
North Wales, PA 19454

May 2020

Dear CDC Provider:

As Merck continues to evolve and expand our use of reusable shipping containers, effective June 22, 2020, we will begin shipping ALL Merck vaccines in a **REUSABLE SHIPPING CONTAINER** originating out of our Reno, NV Distribution Center, which will help reduce waste and negative impacts on our environment.

**Important changes that you should be aware of include:**

- The reusable shipping container will look different than the current Styrofoam shipping container you have been receiving and can be seen to the right.
- The reusable shipping container will now be used for **ALL STANDARD** shipments for **ALL Merck Vaccines** originating from our Reno Distribution Center.
- In the first half of 2021, Merck plans to begin using the reusable shipping container for shipments originating from the Merck Plainfield, IN Distribution Center.
- Please refer to the map on Page 4 of the letter to see when your orders will be coming in the reusable shipping container. Please bear in mind that until all of Merck's distribution centers are using the reusable shipping container you may get both the Styrofoam as well as the reusable shipping container for vaccine products.
- Providers who receive both CDC and commercial/private orders from Merck, who may have relied on the differing box lids, can now differentiate their Merck orders based on the packing slip enclosed. See Packing Slip differentiation instructions on Page 3 of this letter for further details.



Information regarding proper handling of the new reusable shipping container, along with detailed return instructions, will be included in each of the reusable shipping containers. For detailed instructions, and additional information, please use the link below to view a quick video.

<https://bcove.video/3bttOxY>

You can also visit [www.merckvaccines.com/help/vaccine-shipping-schedule/](http://www.merckvaccines.com/help/vaccine-shipping-schedule/), or the Shipping Schedule page on merckvaccines.com, to view information about the reusable shipping containers.

If you have any questions about returning the new shipping containers, please call AeroSafe at 585-760-2830.

For all other questions, please reach out to your Merck Representative or contact the Merck Vaccine Customer Center at 877-VAX-MERCK (877-829-6372) 8:00 AM – 7:00 PM ET, Monday through Friday.

Sincerely,



Michele Taylor  
Executive Director, US Vaccines Contracting & Distribution Strategies  
Merck Sharp & Dohme Corp.

## Merck Packing Slip Differentiation Instructions

CDC participating providers who receive both CDC and commercial orders from Merck, can now differentiate their Merck orders based on the packing slip enclosed.

Upon opening your reusable shipping container, you should immediately see the Packing Slip on top of the product. By reviewing the 'Order Type' on the Merck packing list, you can determine if the order is a CDC or commercial shipment.

See the Example Packing Slip below for a CDC Order:

Take notice of the listed 'Order Type'.

✓ If the order type is Frozen CDC – you can be sure this is a CDC Order.

<b>MERCK</b> 2000 Galloping Hill Road KENILWORTH NJ, 07033		<b>Packing Slip</b> <b>CTN7140225</b>		Page 1 of 1 <b>Order Complete</b>		
<b>TempTale:</b>						
<b>Shipped From</b> MD Logistics 12125 Moya Blvd RENO, NV 89506 USA	<b>DEA License</b> N/A <b>State Distributor</b> N/A <b>State Control Drug</b> N/A	<b>Ship To</b> Example ABC Pediatrics Example 123 MAIN ST STE ABC GLENDALE CA 91205	<b>State License</b> A10XXXX <b>DEA License</b>  <b>Account #</b> Drop Ship Acc	<b>Sold To</b> CDC Pediatric CDC Pediatric ATLANTA, GA 30333-0080	<b>State License</b>  <b>DEA License</b>  <b>Account #</b> 0000014200	
<b>Order No</b> 302XXXXXXXX	<b>Order Type</b> Frozen CDC	<b>Purchase Order Number</b> 400XXXXXXXX	<b>Carrier</b> UPS	<b>No of Pallets</b> 0	<b>Drop PO#</b>	
<b>Ship Date</b> 16-Sep-2020	<b>Product Must Be Received On or By</b> 18-Sep-2020	<b>Order Date</b> 9-Sep-2020	<b>Service Level</b> GROUND	<b>No of Cartons</b> 1	<b>Delivery No</b> 091XXXXXXXX	
<b>Special Instructions:</b> ST1 TUWTHF 9-6.						
Item Number	Item Description	Batch Number	NDC Number	Expiration Date	Ordered Qty	Shipped Qty
1000794	STERILE DILUENT 0.7ML 10X1DOSE VIAL	S016863	00006430900	2-Apr-2022	2	2
1001351	VARIVAX 0.5ML 10X1DOSE VIAL	S019461	0006482700	24-Jun-2021	2	2
<b>Total Units</b>					<b>4</b>	

See the Example Packing Slip below for a Commercial Order:

Take notice of the listed 'Order Type'.

✓ If the order type is Frozen Drop Ship – you can be sure this is a Commercial Order.

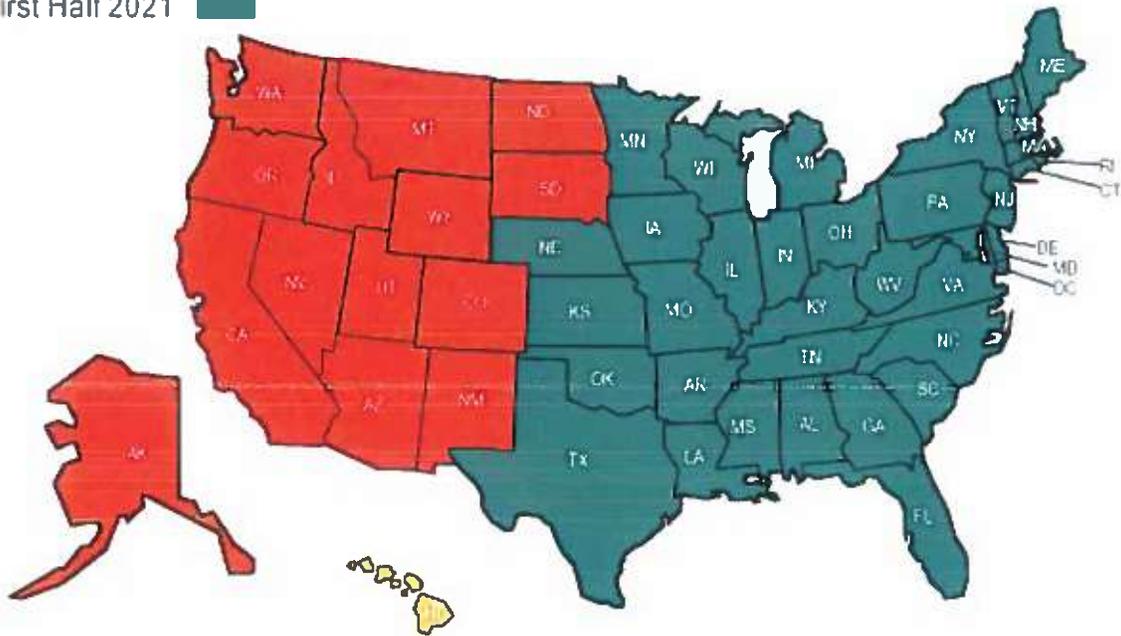
<b>MERCK</b> 2000 Galloping Hill Road KENILWORTH NJ, 07033		<b>Packing Slip</b> <b>CTN6020515</b>		Page 1 of 1 <b>Order Complete</b>		
<b>TempTale:</b>						
<b>Shipped From</b> MD Logistics 2150 STANLEY ROAD PLAINFIELD, IN 46168 USA	<b>DEA License</b> RMXXXXX <b>State Distributor</b> 341XXXX <b>State Control Drug</b> 02AXXXX	<b>Ship To</b> Example ABC PEDIATRICS Example 123 MAIN ST STE ABC NORTH BABYLON, NY 11703-4311	<b>State License</b> 217XXX <b>DEA License</b>  <b>Account #</b> Drop Ship Acc	<b>Sold To</b> Sample Wholesaler X Sample 123 Distributor Way NORTH BABYLON, NY 11703-4311	<b>State License</b> 8000000XX <b>DEA License</b>  <b>Account #</b> 002345XXXX	
<b>Order No</b> 30198XXXX	<b>Order Type</b> Frozen Drop Ship	<b>Purchase Order Number</b> 12345678X	<b>Carrier</b> UPS	<b>No of Pallets</b> 0	<b>Drop PO#</b>	
<b>Ship Date</b> 9-Apr-2020	<b>Product Must Be Received On or By</b> 11-Apr-2020	<b>Order Date</b> 1-Apr-2020	<b>Service Level</b> GROUND	<b>No of Cartons</b> 1	<b>Delivery No</b> 0818XXXXX	
<b>Special Instructions:</b> ZD01 ST1 Cust PO(V05391373) M-F 830-3.						
Item Number	Item Description	Batch Number	NDC Number	Expiration Date	Ordered Qty	Shipped Qty
1000794	STERILE DILUENT 0.7ML 10X1DOSE VIAL	S007963	00006430900	2-Aug-2021	2	2
1001351	VARIVAX 0.5ML 10X1DOSE VIAL	R033660	0006482700	20-Nov-2020	2	2
<b>Total Units</b>					<b>4</b>	

For questions, or missing Packing Slips please contact the Merck Vaccine Customer Center at 877-VAX-MERCK (877-829-6372) 8:00 AM – 7:00 PM ET, Monday through Friday.



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April 2020 ■  
June 2020 ■  
First Half 2021 ■



Updated 2020