

## INDIANA DEPARTMENT OF HEALTH (IDOH) BUSINESS VACCINE PROVIDER ONBOARDING AND OVERVIEW

The Indiana Department of Health (IDOH) is actively working with business and industry partners to plan and operationalize internal closed vaccine clinics for employees, family, and friends (100 minimum). IDOH will provide businesses with vaccine and, if they wish, a system to schedule appointments and track required data. The businesses are expected to set up the clinic and provide staffing and resources. Key decisions necessary and initial steps to participate in the program are highlighted below.

### Key Decisions

#### Step 1



*Decide if you will use IDOH's system (Zotec) or your own system (EMR) to schedule and report information*



*Identify your interested employees – this can include friends and family members*

#### Step 2



*Work with your local partners to find staffing and vaccinators for your site*



*Determine vaccine clinic layout – it can be either a walk-up clinic or a drive through*



*Obtain necessary resources to run your vaccine clinic including cold storage*

### Next Steps

Interested business and industry partners are encouraged to notify IDOH of your interest in participating in the program or to direct any questions to **[business\\_industryvax@isdh.in.gov](mailto:business_industryvax@isdh.in.gov)** and/or to fill out the IDOH Business/Industry Vaccination survey to collect initial data at <https://redcap.isdh.in.gov/surveys/?s=3974DEA7ML>.

If an interested business moves forward with planning a vaccine clinic, they will be provided the IDOH Business Provider Playbook. The Provider Playbook contains further information on all these key decision points as well as additional resources needed for holding a successful clinic.

Thank you for supporting Indiana COVID-19 vaccine administration!