



Dear Healthcare Provider

Re: WA Transition to On-line Ordering of NIP Vaccines

I am pleased to inform you that over the next several months Western Australia will be transitioning to a web-based on-line ordering system for vaccines funded through the National Immunisation Program. This electronic ordering system is currently operational in other States and has been shown to be an efficient method of processing vaccine orders.

The web-based ordering system has several important benefits for healthcare providers including:

- **Confirmation of Order Receipt:** When an order is placed, the provider will receive an email indicating that their order has been received.
- **Confirmation of Order Approval:** Once an order has been approved by the Department of Health, an email will automatically be sent to the provider informing them that their order has been approved. Alternatively, if an order has been amended, the provider will be advised of this via an automated email.
- **Confirmation of Order Despatch:** An email will be sent to the provider advising them that their order has been despatched.
- **Historical Record of Orders:** The web tool has the capability to archive orders so the provider can review previous orders that have been made and plan for future needs.

The proposed electronic system will require many of the same details previously captured on the paper-based ordering system, including practice name, practice number, address, telephone number, stock on hand, etc.

In order for your practice to participate in the on-line system we need you to complete the attached form and fax it back to Communicable Disease Control Directorate on **08 9388 4877 no later than 31 August 2010.**

We will commence on-line ordering across the Perth Metropolitan area in October 2010. Once this system has been successfully implemented in the metro area the on-line ordering system will expand to the regional areas.

Thank you for your ongoing cooperation and support.

Yours sincerely

Dr Paul Effler
Medical Coordinator
Prevention and Control Program

15th July 2010



Department of Health
Communicable Disease Control Directorate

REQUIRED INFORMATION FOR PLACING NIP VACCINE ORDERS ONLINE

(Please fill in all fields)

PRACTICE NAME: _____

PRACTICE NUMBER: _____

PRACTICE EMAIL: _____

PRACTICE ADDRESS: _____

TELEPHONE NO: _____

FAX NO: _____

VACCINE DELIVERY ADDRESS: _____

Indicate below any day/s which vaccine delivery **CANNOT** be accepted (Please tick)

Monday

Tuesday

Wednesday

Thursday

Friday

**PLEASE FAX COMPLETED FORM TO 08 9388 4877
NO LATER THAN 31 AUGUST 2010**

**IF YOUR PRACTICE DOES NOT HAVE INTERNET FACILITIES
PLEASE CALL PHILIPPA GREAVES ON 08 9388 4835**