

COVID-19 Vaccine Order Request Form

Hastings Prince Edward Public Health
179 North Park St.
Belleville, ON K8P 4P1

Please complete and return this form by fax at
613-966-8145 or email to VPDCalendar@hpeph.ca

For questions or clarification, call 613-966-5500 ext. 222
or 1-800-267-2803 ext. 222

To receive COVID-19 vaccine, your office must be an approved COVID-19 Vaccine Site (email interest to VPDCalendar@hpeph.ca) and the following criteria must be met (check boxes and submit each time you request a new vaccine order):

- ☐ Providers at your site have obtained a COVaxON ID and reviewed training documents.
- ☐ Your site will provide a copy of your last 2 weeks of temperature logs with order form.
- ☐ All vaccine must be picked up in a thawed state from HPEPH.
- ☐ Reviewed the storage and handling guidelines for Covid vaccine.
- ☐ You agree to complete the [Check Market Survey](#) after every clinic for INVENTORY purposes.

HCP: _____ Phone: _____ Ext: _____

Date of Clinic: _____ Number of Appointments Booked: _____

Contact Name: _____ Date: _____

Vaccine	# Doses on hand	# Doses requested
Moderna Spikevax COVID-19 Vaccine Monovalent Omicron May be used as a booster dose or for primary series. 10 (0.25 mL) doses (6mth-11yrs)		
5 (0.5 mL) doses (12+ yrs)		
Pfizer Comirnaty COVID-19 Vaccine Monovalent Omicron May be used as a booster dose or for primary series. 6 (0.3 mL) doses (12+ yrs)		

Orders must be submitted three business days prior to pick up.

PLEASE NOTE: Public Health will no longer be providing supplies to
administer vaccine.