

## Instruction for Completing 2022 VFC Re-enrollment – Active VFC Appliances

As part of the VFC Reenrollment form in I-CARE, sites will need to have an up-to-date list of their active VFC appliances. Please see the instructions here for adding and editing VFC appliances.

**Navigate to the “Active VFC Appliances” section of the reenrollment.** Please see the “Instruction for Completing 2022 VFC Re-enrollment” document if you need instruction on navigating through I-CARE to this section of the enrollment form.

### Active VFC Appliances:

Your VFC Appliance list (including any required documentation) should be complete and up-to-date prior to submitting this enrollment. VFC Appliance administration is available in the [Site/Temp Logs/Appliances view](#).

Appliance Name	Type	Scale	Status	Used For	Logger	Thermometer Status
<a href="#">NORTHLAKE SCIENTIFIC</a>	Freezer: Stand-alone freezer (household/commercial)	Fahrenheit	Active	VFC/Both	Yes	Certified 11/24/2023
<a href="#">THERMO SCIENTIFIC</a>	Refrigerator: Stand-alone refrigerator (pharmaceutical/medical grade)	Celsius	Active	VFC/Both	Yes	Certified 11/30/2023
<a href="#">WHIRLPOOL</a>	Refrigerator: Household refrigerator/freezer	Celsius	Active	VFC/Both	No	Not Certified

**View current list of appliances.** To view the current list of VFC appliances in I-CARE, click on the “Site/Temp /Logs/Appliances view” hyperlink.

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<a href="#">THERMO SCIENTIFIC</a>	Refrigerator: Stand-alone refrigerator (pharmaceutical/medical grade)	Celsius	Active	VFC/Both	Yes	Certified 11/30/2023
<a href="#">WHIRLPOOL</a>	Refrigerator: Household refrigerator/freezer	Celsius	Active	VFC/Both	No	Not Certified

**Adding appliances.** To add a new appliance, click the “Add Appliance” button.

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Select View: Temperature Logs Appliances → **Add Appliance**

Filter: Active All


Appliance Name	Type	Scale	Status	Used For	Logger	Thermometer Status
<a href="#">FRIGIDAIRE</a>	Refrigerator	Fahrenheit	Active	--	No	
<a href="#">NORTHLAKE SCIENTIFIC</a>	Freezer: Stand-alone freezer (household/commercial)	Fahrenheit	Active	VFC/Both	Yes	Certified 11/24/2023

**Editing existing appliances.** To edit an existing appliance, select the edit tool to the right of the appliance name.

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Select View: Temperature Logs Appliances → Add Appliance

Filter: Active All

Appliance Name	Type	Scale	Status	Used For	Logger	Thermometer Status
<a href="#">FRIGIDAIRE</a>	 Refrigerator	Fahrenheit	Active	--	No	
<a href="#">NORTHLAKE SCIENTIFIC</a>	Stand-alone freezer (household/commercial)	Fahrenheit	Active	VFC/Both	Yes	Certified 11/24/2023

**VFC Providers must have up-to-date, certified devices in I-CARE; to add certification, follow the steps below:**

**Step 1: Confirm that thermometer status is certified.**

Thermometer Status:  Certified  Not Certified

Certification Expire Date: 11/24/2023

Certification Upload: Upload a scan of the current Certificate of Calibration for this data logger. Be sure to note the appliance name on the certificate as you have listed in I-CARE.

File Name	File Code	Description	File Status	Last Upload
No data found				

[Upload New Attachment...](#)

**Step 2: Input certification expire date listed on Certificate of Calibration for the data logger.**

Thermometer Status:  Certified  Not Certified

Certification Expire Date: 11/24/2023

Certification Upload: Upload a scan of the current Certificate of Calibration for this data logger. Be sure to note the appliance name on the certificate as you have listed in I-CARE.


File Name	File Code	Description	File Status	Last Upload
No data found				

[Upload New Attachment...](#)

### Step 3: Upload a copy of the current Certificate of Calibration for the data logger.

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**Thermometer Status:**  Certified  Not Certified

**Certification Expire Date:**   \*

**Certification Upload:** Upload a scan of the current Certificate of Calibration for this data logger. Be sure to note the appliance name on the certificate as you have listed in I-CARE.


File Name	File Code	Description	File Status	Last Upload
No data found				

[Upload New Attachment...](#)

### Step 4: Save changes.

**Data Logger:**  No  Yes


**Thermometer Status:**  Certified  Not Certified

**Certification Expire Date:**   \*

**Certification Upload:** Upload a scan of the current Certificate of Calibration for this data logger. Be sure to note the appliance name on the certificate as you have listed in I-CARE.

File Name	File Code	Description	File Status	Last Upload
No data found				

[Upload New Attachment...](#)

**Certification Expire E-mail Date:**     
Date that the next Appliance Certification Date expiration e-mail notification will be sent.

**Created:** 12/15/2016 01:33:19 PM  
[CORRAL, LUZ](#)  
[IMMUNIZATION PROGRAM AT WSCDC](#)

**Updated:** 03/18/2022 03:30:30 PM  
[JUN, DAVID](#)  
[IMMUNIZATION PROGRAM AT WSCDC](#)

\* = Required Field

**Select an Action:**