

Childhood Vaccine Program

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2024 Provider Agreement Renewal Schedule

Each year, providers must renew their Provider Agreement for continued participation in the Childhood Vaccine Program. Providers and state staff use the Washington State Immunization Information System (IIS) to complete the renewal process. Providers renew their agreements based on the county the provider is located in. All providers are required to renew their agreements by the end of April. There are trainings and guides available to assist with completing the 2024 agreement which will be available on our webpage. Please review the table below for your county’s renewal schedule.

Renewal Start Date	March 1, 2024	March 1, 2024	April 1, 2024
Renewal Due Date	March 31, 2024	April 30, 2024	April 30, 2024
Counties	Adams Asotin Columbia Cowlitz Garfield Grays Harbor Kittitas Klickitat Lewis Lincoln Mason NE Tri Pacific Pierce Spokane Thurston Wahkiakum Walla Walla Yakima	King Snohomish	Benton-Franklin Chelan-Douglas Clallam Clark Grant Island Jefferson Kitsap Okanogan San Juan Skagit Skamania Whatcom Whitman

A provider’s permission to order vaccine is suspended if a new agreement is not approved by the due date. Permission to order vaccine will be restored when a new agreement is approved.

At least three attempts are made to contact providers who do not complete their agreement renewal. If the provider does not complete their agreement within 30 days past the due date, the disenrollment process will begin. Extensions may be granted to providers who are attempting to complete an agreement and have an agreement status of “submitted”, “pending” or “returned.” Providers must contact the program to request an extension.