

CVP COVID-19 & Influenza Vaccine Order Form

Community Vaccine Providers Including Indigenous Providers, Medical Offices & Miscellaneous Providers



- Submit order to regular Health Unit (see page 2)
- Allow at least 5 business days (Monday to Friday) for fulfillment.
- Vaccine will be distributed based on available products and supply.
- **We will NOT backfill orders.**

ALL VACCINES must be stored between +2°C to +8°C

Once vial is Punctured FLUVIRAL multi-dose vials must be discarded after 28 days . FLUZONE multi-dose vials can be used to the expiry date on the label .	Once thawed SPIKEVAX™ (Moderna) must be used within 50 days COMIRNATY® (Pfizer) must be used within 10 weeks	Once vial is punctured SPIKEVAX™ (Moderna) must be used within 24 Hrs COMIRNATY® (Pfizer) must be used within 12 Hrs
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Office / Site Name:	
Immunizing Practitioners:	
Address:	ImmsBC Supply Location:
Contact Person:	Email:
Phone Number:	Fax Number:
Requested Date for pick up:	Requested Health Unit for pick up:

Doses on Hand	COVID-19 Vaccines (2025-2026)	Doses Requested	Public Health Vaccine Management Use ONLY		
			Product (Brand)	Number of Doses	Presentation
	6 months to 11 years				
	12+ years				
Notes:			Approved by:		
			Date:		

Doses on Hand	Influenza Vaccines (2025-2026)	Doses Requested	Health Unit BPM Use ONLY		
			Product (Brand)	Number of Doses	Presentation (MDV/PFS)
	6 months to 64 years injectable				
	2 to 17 years intranasal				
	65 + years				
Notes:					

Health Unit Use Only: BPM print form → complete at time of vaccine pick up → send original with CVP → retain a copy.

Date Picked up:		Time Picked up:		Fridge Temp:	
Vaccine Product	Lot Number	MFG. Expiry or Thaw Discard Date		Doses Sent	
Filled By:		Picked up By:		ImmsBC Complete:	

Health Units



North Island		
Campbell River Biologicals.NI-CRHU@islandhealth.ca Fax: 250-850-2454 #200 – 1100 Island Highway Campbell River, BC V9W 8C6 Phone: 250-850-2110	Comox Valley Biologicals.NI-CVHU@islandhealth.ca Fax: 250-331-8521 961 England Avenue Courtenay, BC V9N 2N7 Phone: 250-331-8520	Port Hardy Biologicals.NVI-PHHU@islandhealth.ca Fax: 250-902-6072 #12–7070 Market Street, PO Box 46 Port Hardy, BC V0N 2P0 Phone: 250-902-6071
Central Island		
Cowichan Valley (Margaret Moss) Biologicals.CI-MMHU@islandhealth.ca Fax: 250-709-3055 675 Canada Avenue Duncan, BC V9L 1T9 Phone: 250-709-3050	Nanaimo Biologicals.CI-NHU@islandhealth.ca Fax: 250-755-3369 1665 Grant Avenue Nanaimo, BC V9S 5K7 Phone: 250-755-3342	Parksville (Oceanside) Biologicals.CI-PFP@islandhealth.ca Fax: 250-947-8241 494 Bay Avenue, PO Box 339 Parksville, BC V9P 2G5 Phone: 250-947-8242 <i>Refer to vaccine ordering schedule</i>
Port Alberni Biologicals.CI-PAHU@islandhealth.ca Fax: 250-731-1316 #202 – 4152 Redford Street Port Alberni, BC V9Y 3R5 Phone: 250-731-1315	Tofino (Coastal Family Place) Biologicals.CI-PAHU@islandhealth.ca Fax: 250-725-4019 265 First Street, PO Box 1078 Tofino, BC V0R 2Z0 Phone: 250-725-4020	
South Island		
Peninsula Biologicals.SI-PHU@islandhealth.ca Fax: 250-544-2403 2170 Mount Newton X Rd Saanichton, BC V8M 2B2 Phone: 250-544-2400	Saanich Biologicals.SI-SHU@islandhealth.ca Fax: 250-744-1042 3995 Quadra Street Victoria, BC V8X 1J8 Phone: 250-519-5100	
Salt Spring Island Biologicals.SI-SSI@islandhealth.ca Fax: 250-538-4708 160 Fulford-Ganges Road Salt Spring Island, BC V8K 2T8 Phone: 250-538-4880	Victoria Biologicals.SI-VHU@islandhealth.ca Fax: 250-388-2249 1947 Cook Street Victoria, BC V8T 3P7 Phone: 250-388-2200	
Esquimalt Biologicals.SI-EHU@islandhealth.ca Fax: 250-519-5312 530 Fraser Street Victoria, BC V9A 6H7 Phone: 250-519-5311	West Shore / Sooke Biologicals.SI-WSHU_Sooke@islandhealth.ca Fax: 250-519-3491 WSHU 345 Wale Road Victoria, BC V9B 6X2 Phone: 250-519-3490 SKHU 104-6672 Wadams Way Sooke, BC V9Z 0H3 Phone: 250-519-3487	