

COVID-19
VACCINE
MANAGEMENT PLAN

Clinic Location_____

PIN #: _____

Contact Information

Clinic			Phone Number		
Local Health Unit (LHU) Location					
Name					
Primary Vaccine Coordinator					
Alternate Vaccine Coordinator					
Alternate Vaccine Coordinator					
Immunization Program					501-537-8969
Vaccine Management Team (VMT)					501-661-2723 or 800-574-4040 Option 2
WebIZ Team					800-574-4040 Option 1
Regional CDNS					
Regional VFC Representative					
Maintenance and Repair					
Storage Unit and Digital Data Logger Maintenance/Repair					
Utility/Power Company					
Generator Maintenance/Repair					
Additional Staff					

1) COVID-19 Vaccine Coordinator Duties and Training

Designate a primary vaccine coordinator and at least one alternate vaccine coordinator. The alternate vaccine coordinator(s) will assume the responsibility of primary vaccine coordinator during the primary vaccine coordinator's absence.

Primary vaccine coordinator or alternate vaccine coordinator duties

- Complete COVID-19 vaccine inventory reconciliation daily.
- Place COVID-19 vaccine orders as needed.
- Oversee the proper receipt and storage of COVID-19 vaccine deliveries.
- Keep the COVID-19 vaccine storage unit organized and rotate COVID-19 vaccines as needed.
- Remove expired COVID-19 vaccines from the vaccine storage unit.
- Ensure that storage unit temperatures are reviewed and documented per policy.
- Respond to COVID-19 vaccine temperature excursions promptly and ensure potentially compromised COVID-19 vaccines are not administered.
- Maintain all appropriate COVID-19 vaccine storage and handling documentation.
- Update staff on COVID-19 vaccine recommendation changes, as they occur.
- Oversee the packing of COVID-19 vaccines for transport to off-site clinics.
- Update your clinic staff information in the WebIZ Clinic Tools module when there are any changes in key immunization staff. Please note: If you have a new staff member, they must enroll in WebIZ first to be added to your clinic and before making any staff changes in the Clinic Tools module.

Required Training and Documentation

- All staff members who handle and/or administer COVID-19 vaccines must complete the vaccine storage and handling training, "You Call the Shots - Vaccine Storage and Handling" at [CDC You Call the Shots](#).
- The primary and alternate vaccine coordinators must review the updated "You Call the Shots: Storage and Handling" module annually.
- The primary and alternate vaccine coordinators must review CDC's Storage and Handling Toolkit COVID-19 Addendum.
<https://www.cdc.gov/vaccines/hcp/admin/storage/toolkit/storage-handling-toolkit.pdf>
- Document all storage and handling trainings on the COVID-19 Vaccine Administration Competencies Assessment Form Storage and Handling Training

2) COVID-19 Vaccine Storage and Handling Plan

COVID-19 Vaccine Storage Unit Requirements and Set-up

- Use one of the following types of storage units for storage of COVID-19 vaccine: pharmaceutical grade, freezer-less refrigerators, standalone freezers, and either the refrigerator or freezer portion of a combination household style storage unit. Make sure a combination household-style storage unit has separate exterior doors that seal tightly and properly.
- Ensure that the storage unit is able to maintain the required temperature range throughout the year.

- Ensure that the storage unit has enough room to store the year's largest inventory without crowding (i.e. community clinics).
- Ensure that the storage unit has enough room to store water bottles (in the refrigerator) and frozen coolant packs/water bottles (in the freezer) to stabilize the temperatures. Does not apply to pharmaceutical storage units.
- Dedicate the storage unit to the storage of vaccines.
- Never store food or beverages in a vaccine storage unit.
- NEVER use a dorm-style unit to store COVID-19 vaccines, even temporarily.
- Refer to your manufacturer information for complete guidance on your storage unit type.

COVID-19 Temperature monitoring device (TMD)

- Place a digital data logger that has a detachable probe kept in a bottle containing a thermal-buffered material, such as glycol, in all COVID-19 vaccine storage units.
- Make sure you use a digital data logger that is approved for use in the storage unit type (refrigerated temperatures, frozen temperatures, and ultra-cold temperatures, if applicable.)
- In non-pharmaceutical storage units, place the bottle of thermal-buffered material upright in the center of the vaccine storage unit.
- In pharmaceutical storage units, place the bottle of thermal-buffered material in the area of the storage unit designated for the thermometer equipment. The temperature probe does not have to be located in the center of the storage unit unless there is no manufacturer-designated area.
- Ensure the data logger is certified and calibrated at least every 2-3 years; if not, replace with a new data logger.
- Ensure that a certified and calibrated back-up thermometer is available when needed.

COVID-19 Vaccine Storage Unit Set-up

- Ensure that the storage unit is level and placed at least 4 inches from the wall.
- Plug the storage unit directly into an outlet dedicated to only that unit and, preferably, connected to a generator.
- Never plug a COVID-19 vaccine storage unit into an outlet that can be activated by a wall switch, a multioutlet power strip, or an outlet with a built-in circuit switch/reset button (GFCI outlet). If built-in circuit switches or power strip surge protection must be used, make sure the power strip is rated to carry the maximum current as specified by the manufacturer of the refrigerator or freezer.
- Place a "Do Not Unplug" sign by the storage unit plug outlet and, if possible, a plug guard or cover over the plug.
- Place a "Do Not Adjust Temperature" sign on the storage unit.
- Label all storage unit circuit breakers to alert people not to turn off power to the storage units.
- Set back-up generators to self-test weekly.
- Manually test the generator quarterly and schedule routine generator maintenance at least annually.
- Document routine maintenance tasks and repairs and place in the Equipment Logbook.

COVID-19 Vaccine Storage

- Set the COVID-19 vaccine storage refrigerator at a temperature between 36°F and 46°F (2°C and 8°C), with an ideal average temperature of 40°F (5°C).
- Set the COVID-19 vaccine storage freezer at a temperature between -58°F and +5°F (- 50°C and -15°C).
- Set the COVID-19 vaccine ultra-low temperature freezer at a temperature between -112°F to -76°F (-80°C to -60°C).
- Purchasing an ultra-cold storage unit is not required for Pfizer COVID vaccine; The ultra-cold vaccines may be stored in the ultra-cold thermal shipping container for up to 30 days.
- To stabilize temperatures in household storage units, place cold bottles of water labeled “Do Not Drink” in the following areas of the refrigerator unit where vaccine storage is prohibited: on the floor, in the shelves of the door and on the top shelf under the cooling vent.
- Do not block the air vent(s). Place frozen coolant packs or frozen water bottles labeled “Do Not Drink” in the freezer along the back, beside the walls and in the door.
- Water bottles will be cold and coolant packs will be frozen prior to putting them in the refrigerator/freezer with vaccine so they don’t alter the temperatures of the storage unit.
- Do not overfill the storage unit doors.
Note: Place frozen coolant packs or water bottles in the door of the unit securely so they cannot dislodge and prevent the unit door from closing.
- Once storage unit temperatures stabilize, review the temperatures, and check twice a day at the beginning and end of the clinic day.
- The storage unit temperatures will be within recommended range at least 5 days prior to vaccine storage.

COVID-19 Storage Unit Maintenance

- Check storage unit door seals regularly for signs of wear and tear.
- Ensure that the door of the storage unit opens and closes smoothly and fits squarely against the body of the storage unit.
- Ensure that the inside of the COVID-19 vaccine storage unit is cleaned regularly, and the storage unit coils, and motor remain free from dust.
- Defrost manual-defrost freezers if ice buildup is noted. While defrosting the storage unit, store vaccines temporarily in another storage unit with appropriate storage temperatures.
- Refer to Pfizer guidance on maintenance of the Pfizer ultra-cold vaccine shipping container

COVID-19 Vaccine Storage Practices

- Maintain COVID-19 vaccine storage refrigerators at a temperature between 36°F and 46°F (2°C and 8°C), with an ideal average temperature of 40°F (5°C).
- Maintain COVID-19 vaccine storage freezers at a temperature between -58°F and +5°F (-50°C and -15°C).
- Maintain COVID-19 vaccine storage ultra-low temperature freezers at a temperature between -112°F to -76°F (-80°C to -60°C).

- Maintain the room temperature where the COVID-19 vaccine storage unit is located between 68°F and 77°F.
- Do not store the Pfizer ultra-cold vaccine shipments in a small space.
- Do not place COVID-19 vaccines against the walls, on the floor of the unit, or under the vent on the top shelf of the storage unit. Store refrigerated COVID-19 vaccines far enough away from the air vent to avoid freezing the vaccine.
- NEVER store COVID-19 vaccines in the door of the storage unit.
- Do not pack storage units too tightly. Allow space between rows of COVID-19 vaccines to promote cold air circulation.
- Store COVID-19 vaccines with similar names or similar packaging separately in the unit to lessen the risk of administration errors.
- Store COVID-19 vaccines in well vented bins or trays.
- Do not store COVID-19 vaccines in vegetable bins or drawers.
- Place COVID-19 vaccines with the soonest (earliest) expiration dates in front of other vaccines of the same type that have later expiration dates.
- Do not keep blood, enteric, or other lab specimens in the COVID-19 vaccine refrigerator or freezer.
- Store COVID-19 vaccines in their original packaging with the lids in place until ready for administration to protect them from sunlight and fluorescent light.
- Pfizer diluent is **not** packaged with the Pfizer vaccine. The diluent used with Pfizer vaccine is provided in the ancillary kits.
- Store diluent 0.9% Sodium Chloride injection per manufacturers' recommendations.
- Store all other routinely administered vaccines in appropriate storage units required to maintain recommended temperatures.
- Notify the Arkansas Department of Health if there is an excess of a vaccine type that needs to be moved to another LHU for use.
- Notify the Arkansas Department of Health if there is vaccine in the storage unit that will expire within 90 days and will not be used.

3) COVID-19 Vaccine Temperature Monitoring and Responding to Temperature Excursions

COVID-19 Daily Temperature Monitoring

- Review and document COVID-19 vaccine storage unit temperatures at least twice a day (beginning and end of day).
- Review and document COVID-19 vaccine storage unit minimum and maximum temperatures at least once a day.
- If online or remote vaccine monitoring system is available, review the storage unit temperatures on the website and document the storage unit temperatures electronically by "logging in."
- When unable to monitor storage unit temperatures via online or remote vaccine monitoring system for any reason, monitor storage unit temperatures using a back-up digital data logger (preferred) or a min/max thermometer and document the storage unit temperatures on the COVID-19 Vaccine Temperature Log for Refrigerator Vaccine Storage.
- Refer to Pfizer guidance on daily temperature monitoring of the Pfizer ultra-cold vaccine shipper when using the temperature monitor provided with the

vaccine shipper.

- Maintain copies of all Refrigerator/Freezer Temperature Recording Forms for 3 years.

COVID-19 Responding to Temperature Excursions

- Separate COVID-19 vaccines exposed to inappropriate temperatures from other vaccines, label the vaccines “Do Not Use”, and store at recommended temperatures until vaccine viability is determined.
- Place any COVID-19 vaccine shipments exposed to out-of-range temperatures and/or delayed shipments in the vaccine storage unit at appropriate temperatures and mark “Do Not Use”.
- Move COVID-19 vaccines from a storage unit that will not maintain appropriate temperatures to another storage unit with stable temperatures.
- Report any temperature excursion immediately to the primary or alternate Vaccine Coordinator.
- The Immunization Section will contact the vaccine manufacturer for vaccine viability determination.
- Do not use or discard any vaccines exposed to out-of-range temperatures until instructed to do so by the Vaccine Manufacturer or Immunization Program.
- Document all temperature excursions and actions taken.
- Maintain all copies of COVID-19 Vaccination Program-related documentation for three years.
- For a temperature excursion resulting in a Digital Data Logger alert, document the temperature excursion and actions taken in online vaccine monitoring system.
- For temperature excursions occurring outside of the storage unit, document the temperature excursion and actions taken on an HL-318 form.
- For any temperature excursion resulting in a vaccine loss, complete an AS-8, and report to the Immunization Section.

COVID-19 Vaccine Responding to a Power Outage

- During a power outage, never open the storage unit door until the power is restored or it is determined that the COVID-19 vaccine will be moved to an alternate storage facility.
- If you are unsure how long a power outage will last, or you determine power will not be restored in time to maintain proper temperatures inside a vaccine storage unit, implement the Emergency Vaccine Storage, Handling, and Transport Plan.
- Once power has been restored to a storage unit, document the following:
 - a) The room temperature where the storage unit is located
 - b) The length of time the power was off
 - c) The minimum and maximum temperatures reached during the power outage
 - d) If prior vaccine temperature excursion has occurred, vaccine lot number, expiration date and prior temperature excursion information is needed when notifying vaccine manufacturer.
- Notify the Immunization Section at 501-537-8969 immediately if a vaccine storage unit temperature goes outside of the recommended range during a power outage.
- Do Not Use the vaccine until the COVID-19 manufacturer has determined vaccine viability or instructed to do so by the Immunization Program.

4) COVID-19 Vaccine Inventory Management

Vaccine Inventory and Reconciliation

- Count COVID-19 vaccine doses daily to ensure the number of physical doses on hand matches the number of doses indicated in WebIZ.
- Complete an Inventory Reconciliation in WebIZ at least once a month and no more than 14 days prior to ordering vaccine.
- Inventory Reconciliation instructions are available on the WebIZ Home Page.
- LHUs COVID-19 vaccine inventory will be reported to Vaccine Finder by the Vaccine Management Team (VMT) daily.

[Vaccine Finder Onboarding Information](#)

[Vaccine Finder Data Import Instructions](#)

Beyond the Use Date Labels

- Note the date and time the vaccine was first punctured or mixed on the vial.
- Discard the vial if vaccine is not used within these times.
- Use the Beyond-Use Date (BUD) Tracking Labels for Vaccine During Freezer or Refrigerator Storage.

Vaccine Stock Rotation and Removal

- Rotate COVID-19 vaccine stock at least once a week and with each vaccine shipment to ensure that shorter-dated vaccines are placed in front and used first.
- Check expiration dates weekly and immediately remove any expired vaccines and diluents. Mark expired vaccines “Do Not Use” and remove from the vaccine storage unit.
- Check the manufacturer’s expiration dates on all COVID-19 vaccines before disposing of or removing any COVID-19 vaccine. Expiration dates may have been extended by the manufacturer.

Vaccine Ordering

- Notify your region’s Point of Contact (POC) to request Pfizer COVID-19 vaccine. The Pfizer COVID-19 vaccine is delivered to the LHU by ADH staff.
- For COVID-19 vaccine needed to be moved to another location to avoid expiration and wastage, contact your local CDNS, or LHU Administrator who will contact Cassie Cochran at cassie.cochran@arkansas.gov.
- Moderna and Janssen vaccine shipments are determined by the LHUs Moderna and Janssen COVID-19 vaccine usage and storage unit capacity. These vaccines are shipped directly to the LHUs.
- COVID-19 vaccine orders are not placed by the provider in WebIZ.

Receiving Vaccine Shipments

- Upon arrival, examine the shipping container for signs of physical damage.
- Verify that the vaccine shipment was shipped to the correct address/facility.
- Unpack and examine vaccine deliveries immediately.
- Ensure that the Pfizer vaccine diluent was received with the ancillary kit.
- Place the vaccine received into the appropriate storage unit.
- Never place an unopened vaccine shipment box in a vaccine storage unit.
- Ensure the packing slip matches the vaccines received.

- Check the expiration dates of received vaccines and diluents to ensure that no expired or short-dated vaccines are received.
- Verify that the cold chain monitor included with the vaccine shipment (if applicable) indicates that the vaccine temperature did not go out of range during shipment.

Note: Some vaccine manufacturers do not include a cold chain monitor with vaccine shipments.

- Check all inserts included with vaccine shipments. Some manufacturers include important information on vaccine shipments, such as the allowed shipment timeframe, in the shipment container with the vaccine.
- Notify the Immunization Section or COVID-19 vaccine manufacturer if vaccine viability is questionable when vaccine is received.
- Accept the vaccine shipment in WebIZ, this will add the vaccines received into the WebIZ inventory. The funding source for COVID-19 vaccine is PAN.
- Maintain all vaccine packing slips for 3 years.

Vaccine Separation

- Physically separate COVID-19 vaccine types in appropriate storage unit.

Vaccine Transfers

- All vaccine transfers must be approved by the Immunization Program.
- A Supplemental COVID-19 Vaccine Redistribution Form must be completed by any facility who plans to redistribute COVID-19 vaccines to another facility.
- Contact the your local CDNS or Immunization Program if vaccine needs to be moved to another facility.
- Only transfer COVID-19 vaccines when absolutely necessary.
- Transport diluents with their corresponding vaccines to ensure there are always equal amounts of vaccines and diluents for reconstitution.
- Enter all outgoing COVID-19 vaccine transfers into the WebIZ.
- When receiving incoming COVID-19 vaccine transfers, verify that the COVID-19 vaccine received is the same COVID-19 vaccine entered on the WebIZ transfer.
- Once verified, accept all COVID-19 vaccine transfers in WebIZ.
- Accepting the WebIZ transfer will add the COVID-19 vaccine to the LHU WebIZ inventory.
- Place all COVID-19 vaccines received into the storage unit immediately.

Diluent Transfers

- Pfizer diluent stored at room temperature 68°F to 77°F or (20°C to 25°C) is transported at room temperature.
 - Note: Placing room temperature diluent in the transport container can raise the temperature of the container.
- Never freeze diluents, not even during transport.

Expired and Spoiled Vaccines

- Vaccine expiration dates including only a month and year expire at midnight on the last day of the indicated month.
- Vaccine expiration dates including a month, day and year may be used through the day included in the expiration date.

- Always remove expired and spoiled vaccines and diluents from storage units containing viable vaccines to prevent inadvertent administration.
- Check the manufacturer's expiration dates on all COVID-19 vaccines before disposing of or removing any COVID-19 vaccine. Expiration dates may have been extended by manufacturer.
- Label all expired and spoiled vaccine "Do Not Use".
- Instructions for making WebIZ inventory adjustments are available on the WebIZ home page.

WebIZ Inventory Adjustments

Expired and spoiled COVID-19 vaccines should be adjusted out of your WebIZ inventory.

To remove expired and spoiled doses in your WebIZ inventory:

- Go to Inventory- Vaccines- On Hand
- Find the vaccine to be adjusted.
- Click the Action dropdown on the line item and choose Adjustment.
- Complete the adjustment information using the appropriate adjustment reason EXPIRED-COVID VACCINE ONLY
- A negative number is not necessary when removing doses. The system chooses the modification based on the reason for the adjustment.
- WebIZ COVID-19 vaccine inventory adjustments are made to:
 - add extra doses for vials containing more than the expected amount.
 - remove extra doses for vials not containing the expected amount.
 - update inventory on hand to match physical inventory.
 - remove a dose that is expired or wasted.
- To request redistribution of COVID-19 vaccine to avoid vaccine wastage, please send an email to immunization.section@arkansas.gov or adh.covid19vaccinationprogram@arkansas.gov.

COVID-19 Vaccine Disposal

- The COVID-19 Vaccination Provider Agreement states that providers should dispose of COVID-19 vaccine waste in accordance with local regulations and processes currently being used to dispose of regulated medical waste.
- Expired and spoiled COVID-19 vaccines should not be returned to manufacturer or the Arkansas Department of Health.

5) WebIZ Vaccine Expiration Dates in WebIZ Vaccine Expiration Date

- Before administering COVID-19 vaccine, check the expiration date for each COVID-19 vaccine. Here's how to find the expiration date of the different COVID-19 Vaccine Brands.

Expiration date **is** printed on vial and vaccine box

- **Pfizer:** The expiration date of Pfizer vaccine is printed on the vaccine vial and tray and include the expiration month and year. Vaccine expiration dates including only a month and year expire at midnight on the last day of the indicated month.

Expiration date **is NOT** printed on vial or vaccine box

- **Moderna:** The expiration date for doses stored in the freezer can be acquired on the Moderna website by entering the lot number that is printed on the box:
[Moderna Vaccine Expiration Date Lookup](#)
- **Janssen:** The expiration date can be acquired three ways:
Scan the QR code on the outer carton.
Call 1-800-565-4008

Visit www.vaxcheck.jni

- Update Moderna and Janssen COVID-19 vaccine expiration dates in your WebIZ inventory when the shipment is received.
- To update the vaccine expiration date in your vaccine inventory:
 - Go to Inventory – Vaccines – On Hand.
 - Click the Action dropdown next to the vaccine and choose Edit.
 - Enter the new expiration date in the expiration date field.
 - Click Update.
 - Vaccine expiration dates including a month, day and year may be used through the day included in the expiration date.
- COVID-19 vaccine expiration dates can change if:
 - The vaccine is stored at a different temperature than the recommended temperature.
 - The vaccine vial has been punctured.
 - The vaccine has been removed from the storage unit for an extended amount of time.
- CDC's COVID-19 Quick Reference Guide for Health Care Professionals includes information on COVID-19 vaccine storage timeframes.
[COVID-19 Quick Reference Guide for Healthcare Professionals](#)

6) COVID-19 Vaccine Off-site Clinics

COVID-19 Vaccine Transport:

COVID-19 vaccines will be transported, stored, and monitored following CDC guidelines during off-site vaccination clinics.

Procedures:

- Only transport the appropriate estimated number of doses of COVID-19 vaccine to an off-site clinic.
- Transport vaccines in a hard-sided cooler with at least 2-inch walls, a thick Styrofoam vaccine shipping container or a specialized vaccine transport cooler (e.g., AcuTemp vaccine courier system).
- “Condition” frozen water bottles prior to use in hard-sided and Styrofoam coolers. To condition water bottles, place them in a sink filled with several inches of cool or lukewarm water until you see a layer of water forming on the inside near the surface of the bottle. The water bottle is properly conditioned if the ice block inside spins freely when the bottle is rotated. **Frozen water bottles that are not conditioned can freeze vaccine.**
- Always place a calibrated, certified min/max thermometer or digital data logger (preferred, if available) with the probe in buffered material in each transport container and secure the digital display to the outside of the container.
- Transport and store refrigerated vaccines at 36°F to 46°F at all times.
- Transport and store freezer vaccines at -13°F to 5°F at all times.
- Transport and store ultra-cold vaccines at -117°F to -76°F at all times in thermal shipping container or ultra-cold freezer. Only full trays of Pfizer vaccine may be transported at ultra-cold

temperatures.

- Record the date, time, and temperature in the transport container on the COVID-19 Temperature Log upon arrival to an off-site clinic and after returning the vaccine to the local health unit.
- The temperature should always be checked prior to opening the transport cooler.
- Mark any vaccines exposed to out-of-range temperatures “Do Not Use” and store at appropriate temperatures until a determination can be made on the vaccine viability.
- Contact the Immunization Section to assess vaccine viability before using the vaccine.
- Pack hard-sided coolers and thick Styrofoam shipping containers as follows.
 - 1) Place a layer of “conditioned” water bottles in the bottom of the transport container.
 - 2) Place a piece of corrugated cardboard (cut to fit the interior dimensions of the cooler) over the water bottles.
 - 3) Place at least a 1-inch layer of insulating cushioning material over the cardboard (bubble wrap, packing foam, or Styrofoam). Do not use packing peanuts, paper towels or any thin material as insulation material.
 - 4) Place the vaccine on the insulating material. Refrigerated vaccines should never be placed directly on frozen water bottles.
 - 5) Place the buffered temperature probe from a calibrated, certified thermometer in the middle of the vaccine.
 - 6) Place at least a 1-inch layer of insulating cushioning material over the vaccine.
 - 7) Place a piece of corrugated cardboard over the insulating material.
 - 8) Place a layer of conditioned water bottles on top of the piece of cardboard.
 - 9) Secure the temperature monitoring device display to the outside of the container to decrease the number of times the container door is opened.
- Pack specialized vaccine transport coolers (e.g., AcuTemp vaccine courier system) as instructed by the manufacturer.
- Never transport COVID-19 vaccines in a vehicle trunk.

Storage and Handling during the Off-site Clinic

- Keep the COVID-19 vaccine storage container(s) closed as much as possible.
- Do not prepare more than one multi-dose vial (withdraw the allowed full doses of COVID-19 vaccine) at a time during an off-site clinic.
- Monitor COVID-19 vaccine temperatures in all storage containers every hour and document the temperatures on the Off-Site Refrigerator/Freezer Device Temperature Log.
- Mark any COVID-19 vaccines exposed to out-of-range temperatures “Do Not Use” and contact Immunization Section. Store any affected vaccine at appropriate temperatures until manufacturer determines vaccine viability.
- Store all temperature logs for 3 years.
- Have additional “conditioned” water bottles available for use at any off-site clinic that lasts longer than 6 hours.

Emergency Vaccine Storage, Handling and Transport Plan

Emergency Contact Information

	Name	Phone Number
LHU Location		
Primary Vaccine Coordinator		
Alternate Vaccine Coordinator		
ADH Immunization Program		501-537-8969
Vaccine Management Team		501-661-2723 or 800-574-4040 Option 2
Regional CDNS		
Regional VFC Representative		
Contact for 24-hour access to Provider Location		

Storage Unit Maintenance and Repair

Storage Unit and Digital Data Logger Maintenance/Repair		
Local Utility/Power Company		
Generator Maintenance/Repair		
Dry Ice Company		

In Case of Emergency, move the vaccines to the following facility

Facility Name:
Facility Address:
Contact Person with 24-hour access at facility Name _____ Phone Number _____

Contact the Vaccine Manufacturer to determine if vaccine can be used after an emergency if vaccines were exposed to out-of-range temperatures.

7) Transporting COVID-19 Vaccines and Diluents in an Emergency

- Establish a working agreement with at least one alternative storage facility with a back-up generator where vaccines can be appropriately stored and monitored during a power outage.
- Do not open the storage unit door during a power outage unless vaccine is being moved to an alternate storage facility or site. Open doors only after completing all preparations for packing and moving vaccines.
- If unsure of how long a power outage will last, or it is determined that power will not be restored in time to maintain proper temperature inside the vaccine storage unit, contact the alternate vaccine storage site
- Verify with the alternate storage facility that their electricity is on or that the generator is working, and they can accept the vaccines for storage.
- Once the alternate storage facility is contacted and transport supplies are gathered, pack the vaccines in the transport container following CDC guidelines.
- Transport refrigerated COVID-19 vaccines in a hard-sided cooler with at least 2-inch walls, a thick Styrofoam vaccine shipping container or a specialized vaccine transport cooler (e.g., AcuTemp vaccine courier system).
- Always use a digital data logger to monitor temperatures during vaccine transport.
- Transport frozen COVID-19 vaccines in approved freezer transport cooler.
- Transport frozen vaccines in a portable freezer unit that maintains the temperature between -58°F and +5°F, if at all possible.
- If a portable freezer unit is not available, transport frozen vaccines using a qualified container and pack-out.
- Transport ultra-low frozen COVID-19 vaccine in thermal shipping container using dry ice per manufacturer packing instructions. Refer to Pfizer guidance on packing Pfizer vaccines for transport.
- Pfizer ultra-cold vaccines may be transported in the Pfizer shipping container, but caution should be taken to secure the container during transport, so vaccine vials are not broken.
- Pfizer ultra-cold vaccine if local redistribution is needed and full cartons containing vials cannot be transported at -90°C to -60°C (-130°F to -76°F), vials may be transported at -25°C to -15°C (-13°F to 5°F).
- Any hours used for storage or transport at -25°C to -15°C (-13°F to 5°F) count against the 2-week limit for storage at -25°C to -15°C (-13°F to 5°F).
- Frozen vials transported at -25°C to -15°C (-13°F to 5°F) may be returned one time to the recommended storage condition of -80°C to -60°C (-112°F to -76°F)
- Pfizer ultra-cold vaccine may be shipped at refrigerated temperatures 36°F and 46°F (2°C and 8°C); however, the vaccine may not be refrozen once thawed. The vaccine must remain at refrigerated temperatures and be used within 5 days.
- Pfizer diluent stored at room temperature 68°F to 77°F or (20°C to 25°C) is transported at room temperature.
 - Note: Placing room temperature diluent in the transport container



can raise the temperature of the container.

- Never freeze diluents, not even during transport.
- Place a copy of the COVID-19 vaccine inventory being transported in the transport container with the vaccines.
- Move transport containers directly to a preheated or precooled vehicle.
- Only transport vaccines inside the passenger compartment of a vehicle, not in the trunk.
- Avoid leaving containers in areas where they are exposed to direct sunlight.
- Upon arrival at the alternate storage facility, confirm their vaccine storage unit temperatures are within recommended ranges.
- Record the date, time, and temperature in the transport container on the Off-Site Temperature Log upon arrival at the alternate storage facility. The temperature should always be checked prior to opening the transport cooler, if possible.
- Store vaccines immediately upon arrival at the alternate storage facility.
- Once power is restored at the LHU and the storage unit temperatures are stabilized, transport the vaccine back to the LHU and place in the vaccine storage unit.



COVID-19 Vaccine Administration Competencies Assessment Form

Storage and Handling Training

[illegible]

COVID-19 Vaccine Management Plan Updates

[illegible]

Pfizer-BioNTech COVID-19 Vaccine

Temperature Log for Ultra-Cold Vaccine Storage (Fahrenheit) Days 1-15



Store COVID-19 vaccine (Pfizer) between -112°F and -76°F. Using a digital data logger (DDL), check and record the temperature daily using one of the options below. Save this record for 3 years, unless your state/local jurisdiction requires a longer time period. See [CDC's Vaccine Storage and Handling Toolkit, COVID-19 Addendum](#), for additional information.

Option 1: Minimum/Maximum (Min/Max) Temperatures (preferred)

- Most DDLs display minimum and maximum temperatures. Check and record the min/max temperatures at the start of each workday.
- Document these temperatures in the min/max temperature row under the appropriate date.

Option 2: Current Temperature

- If the DDL does not display min/max temperatures, check and record the current temperature at the start and end of the workday.
- Document these temperatures by writing an "X" in the row that corresponds to the freezer temperature under the appropriate day of the month.
- Review the continuous DDL temperature data daily.



If the temperature is out of range, **TAKE ACTION!**

- Do **NOT** discard the vaccine.
- Label the vaccine **"Do Not Use."**
- Complete the Vaccine Troubleshooting Record.
- Contact the manufacturer to determine under what conditions (frozen or refrigerated) to store the vaccine as quickly as possible.

Month _____ PIN Number _____

Facility Name _____

Day of the month	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Time															
Staff initials															
Min/Max temperatures															

Temperatures above -76°F and below -112°F are out of range. Complete a Vaccine Troubleshooting Record. Contact the manufacturer and your immunization program.

Time	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM
Staff initials																														
-76°F																														
-77°F																														
-78°F																														
-79°F																														
-80°F																														
-81°F																														
-82°F																														
-83°F																														
-84°F																														
-85°F to -112°F																														

For additional information, see the vaccine manufacturer's product information at www.cvdvaccine.com

Adapted with appreciation from the Immunization Action Coalition (IAC) temperature log.



Pfizer-BioNTech COVID-19 Vaccine

Temperature Log for Ultra-Cold Vaccine Storage (Fahrenheit) Days 16-31



Store COVID-19 vaccine (Pfizer) between -112°F and -76°F. Using a digital data logger (DDL), check and record the temperature daily using one of the options below. Save this record for 3 years, unless your state/local jurisdiction requires a longer time period. See [CDC's Vaccine Storage and Handling Toolkit, COVID-19 Addendum](#), for additional information.

Option 1: Minimum/Maximum (Min/Max) Temperatures (preferred)

- Most DDLs display minimum and maximum temperatures. Check and record the min/max temperatures at the start of each workday.
- Document these temperatures in the min/max temperature row under the appropriate date.

Option 2: Current Temperature

- If the DDL does not display min/max temperatures, check and record the current temperature at the start and end of the workday.
- Document these temperatures by writing an "X" in the row that corresponds to the freezer temperature under the appropriate day of the month.
- Review the continuous DDL temperature data daily.



If the temperature is out of range, **TAKE ACTION!**

- Do **NOT** discard the vaccine.
- Label the vaccine **"Do Not Use."**
- Complete the Vaccine Troubleshooting Record.
- Contact the manufacturer to determine under what conditions (frozen or refrigerated) to store the vaccine as quickly as possible.

Month _____ PIN Number _____

Facility Name _____

OPTION 1	Day of the month	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	Time																
	Staff initials																
	Min/Max temperatures																

Temperatures above -76°F and below -112°F are out of range. Complete a Vaccine Troubleshooting Record. Contact the manufacturer and your immunization program.

OPTION 2	Time	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM
	Staff initials																												
	-76°F																												
	-77°F																												
	-78°F																												
	-79°F																												
	-80°F																												
	-81°F																												
	-82°F																												
	-83°F																												
	-84°F																												
	-85°F to -112°F																												

For additional information, see the vaccine manufacturer's product information at www.cvdvaccine.com

Adapted with appreciation from the Immunization Action Coalition (IAC) temperature log.





Temperature Log for Refrigerator – Fahrenheit

DAYS 16–31

Monitor temperatures closely!

1. Write your initials below in "Staff Initials," and note the time in "Exact Time."
2. If using temperature monitoring device (TMD; digital data logger recommended) that records min/max temps (i.e., the highest and lowest temps recorded in a specific time period), document current and min/max once each workday, preferably in the morning. If using TMD that does not record min/max temps, document current temps twice, at beginning and end of each workday.
3. Put an "X" in the row that corresponds to the refrigerator's temperature.
4. If any out-of-range temp observed, see instructions to the right.
5. After each month has ended, save each month's log for 3 years, unless state/local jurisdictions require a longer period.

For information on storage and handling of COVID-19 vaccines, see the COVID-19 Vaccine Addendum in CDC's updated Vaccine Storage and Handling Toolkit at www.cdc.gov/vaccines/hcp/admin/storage/toolkit/index.html.

Month/Year _____ VFC PIN or other ID # _____ Page 2 of 3

Facility Name _____

Take action if temp is out of range – too warm (above 46°F) or too cold (below 36°F).

1. Label exposed vaccine "do not use," and store it under proper conditions as quickly as possible. Do not discard vaccines unless directed to by your state/local health department and/or the manufacturer(s).
2. Record the out-of-range temps and the room temp in the "Action" area on the bottom of the log.
3. Notify your vaccine coordinator, or call the immunization program at your state or local health department for guidance.
4. Document the action taken on the "Vaccine Storage Troubleshooting Record" on page 3.

Day of Month	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Staff Initials																
Exact Time	AM PM	AM PM	AM PM	AM PM	AM PM	AM PM	AM PM	AM PM	AM PM	AM PM	AM PM	AM PM	AM PM	AM PM	AM PM	AM PM
Min/Max Temp in Unit (since previous reading)																
Danger! Temperatures above 46°F are too warm! Write any out-of-range temps and room temp on the lines below and call your state or local health department immediately!																
TEMPERATURES	46°F															
	45°F															
	44°F															
	43°F															
	42°F															
ACCEPTABLE	41°F															
	40°F															
	39°F															
	38°F															
	37°F															
	36°F															
Danger! Temperatures below 36°F are too cold! Write any out-of-range temps and room temp on the lines below and call your state or local health department immediately!																
ACTION	Write any out-of-range temps (above 46°F or below 36°F) here:															
	Room Temperature															

If you have a vaccine storage issue, also complete "Vaccine Storage Troubleshooting Record" found on page 3.

Adapted with appreciation from California Department of Public Health



F⁰ Temperature Log for Freezer – Fahrenheit

DAYS 1–15

Monitor temperatures closely!

1. Write your initials below in "Staff Initials," and note the time in "Exact Time."
2. If using a temperature monitoring device (TMD; digital data logger recommended) that records min/max temps (i.e., the highest and lowest temps recorded in a specific time period), document current and min/max *once* each workday, preferably in the morning. If using TMD that does not record min/max temps, document current temps *twice*, at beginning and end of each workday.
3. Put an "X" in the row that corresponds to the freezer's temperature.
4. If any out-of-range temp observed, see instructions to the right.
5. After each month has ended, save each month's log for 3 years, unless state/local jurisdictions require a longer period.

For information on storage and handling of COVID-19 vaccines, see the COVID-19 Vaccine Addendum in CDC's updated Vaccine Storage and Handling Toolkit at www.cdc.gov/vaccines/hcp/admin/storage/toolkit/index.html.

Month/Year _____ VFC PIN or other ID # _____ Page 1 of 3

Facility Name _____

Take action if temp is out of range—too warm (above 5°F) or too cold (below -58°F).

1. Label exposed vaccine "do not use," and store it under proper conditions as quickly as possible. Do not discard vaccines unless directed to by your state/local health department and/or the manufacturer(s).
2. Record the out-of-range temps and the room temp in the "Action" area on the bottom of the log.
3. Notify your vaccine coordinator, or call the immunization program at your state or local health department for guidance.
4. Document the action taken on the "Vaccine Storage Troubleshooting Record" on page 3.

Day of Month	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Staff Initials															
Exact Time	AM PM	AM PM	AM PM	AM PM	AM PM	AM PM	AM PM	AM PM	AM PM	AM PM	AM PM	AM PM	AM PM	AM PM	AM PM
Min/Max Temp In Unit (since previous reading)															
Danger! Temperatures above 5°F are too warm! Write any out-of-range temps and room temp on the lines below and call your state or local health department immediately!															
ACCEPTABLE TEMPERATURES	5°F														
	4°F														
	3°F														
	2°F														
	1°F														
	0°F														
	-1°F														
	-2°F														
	-3°F														
	-4°F														
-58°F to -5°F															
ACTION	Write any out-of-range temps (above 5°F or below -58°F) here.														
	Room Temperature														

If you have a vaccine storage issue, also complete "Vaccine Storage Troubleshooting Record" found on page 3.

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Adapted with appreciation from California Department of Public Health
www.immunize.org/catg.d/p3038f.pdf • Item #P3038F (3/21)



F⁰ Temperature Log for Freezer – Fahrenheit

DAYS 16–31

Monitor temperatures closely!

1. Write your initials below in "Staff Initials," and note the time in "Exact Time."
2. If using a temperature monitoring device (TMD; digital data logger recommended) that records min/max temps (i.e., the highest and lowest temps recorded in a specific time period), document current and min/max once each workday, preferably in the morning. If using TMD that does not record min/max temps, document current temps twice, at beginning and end of each workday.
3. Put an "X" in the row that corresponds to the freezer's temperature.
4. If any out-of-range temp observed, see instructions to the right.
5. After each month has ended, save each month's log for 3 years, unless state/local jurisdictions require a longer period.

For information on storage and handling of COVID-19 vaccines, see the COVID-19 Vaccine Addendum in CDC's updated Vaccine Storage and Handling Toolkit at www.cdc.gov/vaccines/hcp/admin/storage/toolkit/index.html.

Month/Year _____ VFC PIN or other ID # _____ Page 2 of 3

Facility Name _____

Take action if temp is out of range – too warm (above 5°F) or too cold (below -58°F).

1. Label exposed vaccine "do not use," and store it under proper conditions as quickly as possible. Do not discard vaccines unless directed to by your state/local health department and/or the manufacturer(s).
2. Record the out-of-range temps and the room temp in the "Action" area on the bottom of the log.
3. Notify your vaccine coordinator, or call the immunization program at your state or local health department for guidance.
4. Document the action taken on the "Vaccine Storage Troubleshooting Record" on page 3.

Day of Month	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Staff Initials																
Exact Time	AM PM	AM PM	AM PM	AM PM	AM PM	AM PM	AM PM	AM PM	AM PM	AM PM	AM PM	AM PM	AM PM	AM PM	AM PM	AM PM
Min/Max Temp in Unit (since previous reading)																
Danger! Temperatures above 5°F are too warm! Write any out-of-range temps and room temp on the lines below and call your state or local health department immediately!																
ACCEPTABLE TEMPERATURES	5°F															
	4°F															
	3°F															
	2°F															
	1°F															
	0°F															
	-1°F															
	-2°F															
	-3°F															
	-4°F															
	-58°F to -5°F															
ACTION	Write any out-of-range temps (above 5°F or below -58°F) here.															
	Room Temperature															

If you have a vaccine storage issue, also complete "Vaccine Storage Troubleshooting Record" found on page 3.

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Packing Vaccines for **Transport during Emergencies**

Be ready **BEFORE** the emergency

Equipment failures, power outages, natural disasters—these and other emergency situations can compromise vaccine storage conditions and damage your vaccine supply. **It's critical to have an up-to-date emergency plan with steps you should take to protect your vaccine.** In any emergency event, activate your emergency plan immediately. Ideally, vaccine should be transported using a portable vaccine refrigerator or qualified pack-out. However, if these options are not available, you can follow the emergency packing procedures for refrigerated vaccines below:

1 Gather the Supplies



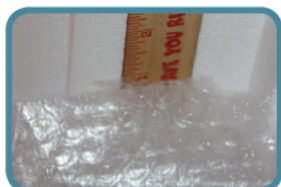
Hard-sided coolers or Styrofoam™ vaccine shipping containers

- Coolers should be large enough for your location's typical supply of refrigerated vaccines.
- Can use original shipping boxes from manufacturers if available.
- Do NOT use soft-sided collapsible coolers.



Conditioned frozen water bottles

- Use 16.9 oz. bottles for medium/large coolers or 8 oz. bottles for small coolers (enough for 2 layers inside cooler).
- Do NOT reuse coolant packs from original vaccine shipping container, as they increase risk of freezing vaccines.
- Freeze water bottles (can help regulate the temperature in your freezer).
- Before use, you must condition the frozen water bottles. Put them in a sink filled with several inches of cool or lukewarm water until you see a layer of water forming near the surface of bottle. The bottle is properly conditioned if ice block inside spins freely when rotated in your hand (this normally takes less than 5 minutes).



Insulating material — You will need two of each layer

- **Insulating cushioning material** – Bubble wrap, packing foam, or Styrofoam™ for a layer above and below the vaccines, at least 1 in thick. Make sure it covers the cardboard completely. Do NOT use packing peanuts or other loose material that might shift during transport.
- **Corrugated cardboard** – Two pieces cut to fit interior dimensions of cooler(s) to be placed between insulating cushioning material and conditioned frozen water bottles.



Temperature monitoring device – Digital data logger (DDL) with buffered probe. Accuracy of $\pm 1^{\circ}\text{F}$ ($\pm 0.5^{\circ}\text{C}$) with a current and valid certificate of calibration testing. Pre-chill buffered probe for at least 5 hours in refrigerator. Temperature monitoring device currently stored in refrigerator can be used, as long as there is a device to measure temperatures for any remaining vaccines.

Why do you need cardboard, bubble wrap, and conditioned frozen water bottles?

Conditioned frozen water bottles and corrugated cardboard used along with one inch of Insulating cushioning material such as bubble wrap keeps refrigerated vaccines at the right temperature and prevents them from freezing. **Reusing vaccine coolant packs from original vaccine shipping containers can freeze and damage refrigerated vaccines.**



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Visit www.cdc.gov/vaccines/SandH
for more information, or your state
health department.

CS249275-I August 2015

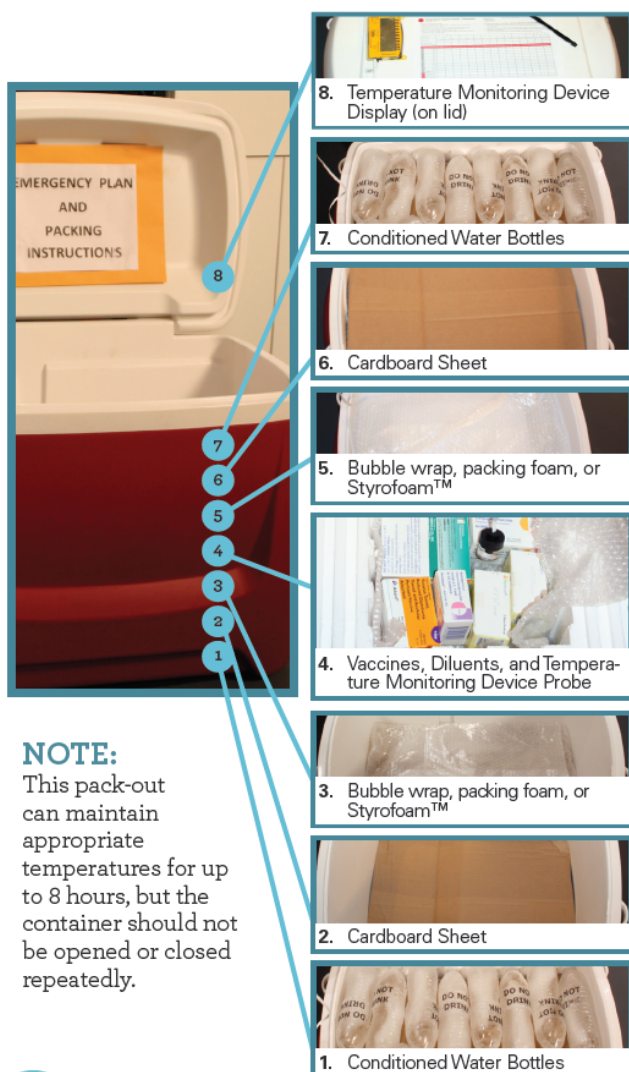


Packing Vaccines for Transport during Emergencies

2 Pack for Transport

Conditioning frozen water bottles (this normally takes less than 5 minutes)

- Put frozen water bottles in sink filled with several inches of cool or lukewarm water or under running tap water until you see a layer of water forming near surface of bottle.
- The bottle is properly conditioned if ice block inside spins freely when rotated in your hand.
- If ice “sticks,” put bottle back in water for another minute.
- Dry each bottle.
- Line the bottom and top of cooler with a single layer of conditioned water bottles.
- Do NOT reuse coolant packs from original vaccine shipping container.



NOTE:

This pack-out can maintain appropriate temperatures for up to 8 hours, but the container should not be opened or closed repeatedly.

Close lid – Close the lid and attach DDL display and temperature log to the top of the lid.

Conditioned frozen water bottles – Fill the remaining space in the cooler with an additional layer of conditioned frozen water bottles.

Insulating material – Another sheet of cardboard may be needed to support top layer of water bottles.

Insulating cushioning material – Cover vaccines with another 1 in. layer of bubble wrap, packing foam, or Styrofoam™

Vaccines – Add remaining vaccines and diluents to cooler, covering DDL probe.

Temperature monitoring device – When cooler is halfway full, place DDL buffered probe in center of vaccines, but keep DDL display outside cooler until finished loading.

Vaccines – Stack boxes of vaccines and diluents on top of insulating material.

Insulating cushioning material – Place a layer of bubble wrap, packing foam, or Styrofoam™ on top (layer must be at least 1 in. thick and must cover cardboard completely).

Insulating material – Place 1 sheet of corrugated cardboard over water bottles to cover them completely.

Conditioned frozen water bottles – Line bottom of the cooler with a single layer of conditioned water bottles.

3 Arrive at Destination

Before opening cooler – Record date, time, temperature, and your initials on vaccine temperature log.

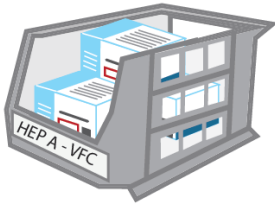
Storage – Transfer boxes of vaccines quickly to storage refrigerator.

Troubleshooting – If there has been a temperature excursion, contact vaccine manufacturer(s) and/or your immunization program before using vaccines. Label vaccines “Do Not Use” and store at appropriate temperatures until a determination can be made.



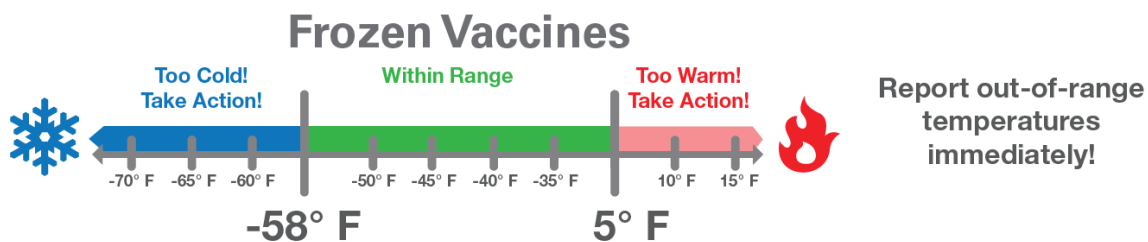
Storage Best Practices for **Frozen Vaccines–Fahrenheit (F)**

1 Unpack vaccines immediately

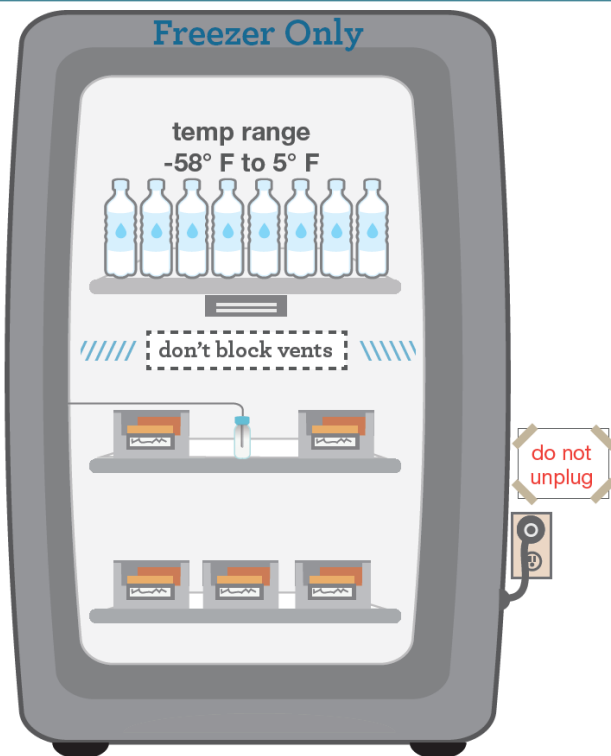


1. Place the vaccines in trays or containers for proper air flow.
2. Put vaccines that are first to expire in front.
3. Keep vaccines in original boxes with lids closed to prevent exposure to light.
4. Separate and label vaccines by type and public (VFC) or private.

2 Thermostat should be at the factory-set or midpoint temperature setting



3 Use vaccine storage best practices



DO

- ✓ Do make sure the freezer door is closed!
- ✓ Do use water bottles to help maintain consistent temperature.
- ✓ Do leave 2 to 3 inches between vaccine containers and freezer walls.
- ✓ Do post “Do Not Unplug” signs on freezer and by electrical outlet.

DON'T

- ✗ Don't use dormitory-style refrigerator/freezer.
- ✗ Don't use combo refrigerator/freezer unit.
- ✗ Don't put food in freezer.
- ✗ Don't store vaccines on shelves in freezer door.

CS243541-D Revision December 2020



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Visit www.cdc.gov/vaccines/SandH
or contact your state health department for
more information.

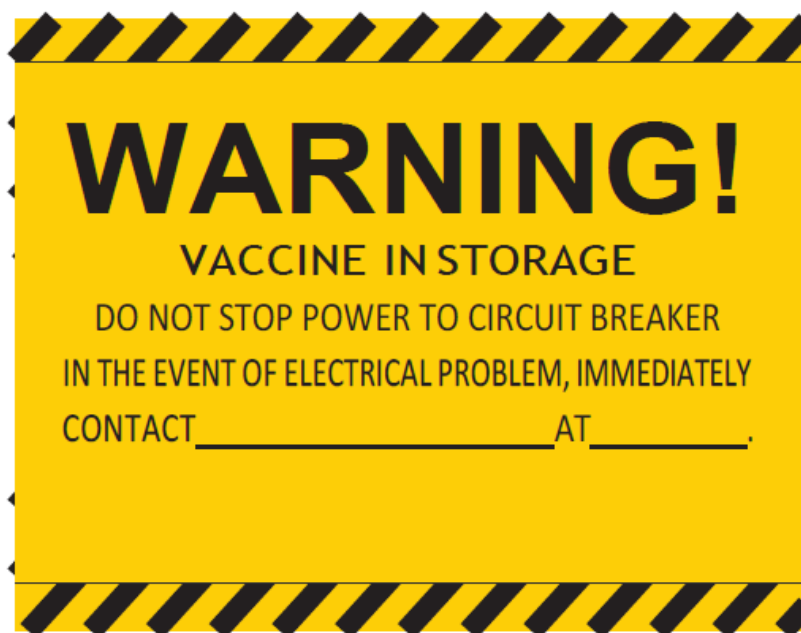




WARNING LABELS: Do Not Adjust Freezer Controls



WARNING LABELS: Warning! Do Not Stop Power to Circuit Breaker



WARNING LABELS: Warning! Do Not Unplug Refrigerator

WARNING!

DO NOT UNPLUG THE REFRIGERATOR OR BREAK CIRCUIT.

VACCINE IN STORAGE.

IN THE EVENT OF ELECTRICAL PROBLEM, IMMEDIATELY CONTACT: _____

(insert name/phone number)

¡AVISO!

NO DESCONECTE EL REFRIGERADOR NI CORTE EL CIRCUITO.

¡CONTIENE VACUNAS!

SI HAY UN PROBLEMA CON LA ELECTRICIDAD, COMUNIQUESE INMEDIATAMENTE CON: _____

(inserte nombre y número de teléfono aquí)



WARNING LABELS: Warning! Do Not Unplug Freezer

WARNING!

DO **NOT** UNPLUG THE **FREEZER** OR
BREAK CIRCUIT.

VACCINE IN STORAGE.

IN THE EVENT OF ELECTRICAL PROBLEM, IMMEDIATELY
CONTACT: _____

(insert name/phone number)



¡AVISO!

NO DESCONECTE EL CONGELADOR
NI CORTE EL CIRCUITO.

¡CONTIENE VACUNAS!

SI HAY UN PROBLEMA CON LA ELECTRICIDAD,
COMUNIQUESE INMEDIATAMENTE CON:

(inserte nombre y número de teléfono aquí)



TRANSPORT LABELS: Refrigerate/Freeze Upon Arrival

REFRIGERATE

UPON ARRIVAL

PERISHABLE

NO DELAY!

DO NOT FREEZE | KEEP FROM HEAT

FREEZE

UPON ARRIVAL

PERISHABLE

NO DELAY!

DO NOT REFRIGERATE | KEEP FROM HEAT



TRANSPORT LABELS: Open Immediately: Refrigerate/Freeze Upon Receipt



TRANSPORT LABELS: Fragile: Handle with Care





Pfizer-BioNTech COVID-19 Vaccine

Store vaccine between 2°C and 8°C (36°F and 46°F) for up to 31 days.

Lot number(s): _____

Today's date: ____/____/____ **USE BY*** Date: ____/____/____

*At the 31 day deadline approach, contact the manufacturer for guidance if you will not be able to use the vaccine.

Vaccine may be transported for 12 cumulative hours.

Transport date				
Time in transport:				
Time remaining:				



Name: _____

Pfizer-BioNTech COVID-19 Vaccine

Store vaccine in the FREEZER between -25°C and -15°C
(-13°F to 5°F) for up to 2 weeks.

Lot number(s): _____

Today's date: ____/____/____ Time: _____

USE BY*

Date: ____/____/____ Time: _____

*If the 2-week deadline is met, move any remaining vials to refrigerated storage for an additional 31 days. Use a refrigerator beyond-use date (BUD) label to reflect the new BUD time frame. Use a refrigerator beyond-use date (BUD) label to reflect the new BUD time frame.



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Transport date				
Time in transport:				
Time remaining:				



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Lot number(s): _____

Today's date: ____/____/____ Time: _____

USE BY*

Date: ____/____/____ Time: _____

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Time remaining:				



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Today's date: ____/____/____ Time: _____

USE BY*

Date: ____/____/____ Time: _____

*If the 2-week deadline is met, move any remaining vials to refrigerated storage for an additional 31 days. Use a refrigerator beyond-use date (BUD) label to reflect the new BUD time frame. Use a refrigerator beyond-use date (BUD) label to reflect the new BUD time frame.



Name: _____

Moderna COVID-19 Vaccine

Ages: 18 years of age and older



Use for: Any dose in the 2-dose series. COVID-19 vaccines are NOT interchangeable. Both doses should be COVID-19 vaccine (Moderna).

Route: Intramuscular (IM) Injection

**Beyond
Use Times:** Use within 12 hours
after the vial is
first punctured.



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Route: Intramuscular (IM) Injection

**Beyond
Use Times:** Use within 12 hours
after the vial is
first punctured.



Janssen COVID-19 Vaccine (Johnson & Johnson)

Ages: 18 years of age and older

Use for: Single dose from a multidose vial. COVID-19 vaccines are NOT interchangeable.

Route: Intramuscular (IM) injection

Beyond-Use Time: Use within 6 hours after the vial is first punctured if held between 2°C and 8°C (36°F and 46°F) or use within 2 hours after the vial is first punctured if held at room temperature (maximally 25°C or 77°F).



Janssen COVID-19 Vaccine (Johnson & Johnson)

Ages: 18 years of age and older

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Beyond-Use Time: Use within 6 hours after the vial is first punctured if held between 2°C and 8°C (36°F and 46°F) or use within 2 hours after the vial is first punctured if held at room temperature (maximally 25°C or 77°F).



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