



Practice/Clinic name: _____

Vaccine Wastage Plan

Reporting Instructions:

- Providers must report all instances of expired, spoiled, wasted or transferred vaccines to their LHJs.
- Providers must notify their LHJ immediately if the unusable vaccine is the result of a storage and handling incident.
- Providers need to complete the form for all returns and incidents as instructed by their LHJ.
- Provider should contact the appropriate vaccine manufacturer for guidance on determining if vaccine is spoiled based on the parameters of the incident.
- Send completed form to your Local Health Jurisdiction using the same contact/fax number as is used for vaccine orders.

Vaccine Wastage Includes:

1. Expired: Any vaccine with an expiration date that has passed. See vaccine returns below.
2. Spoiled: Any vaccine exposed to temperatures that exceed the limits of approved cold chain procedures and is deemed non-viable or spoiled due to the temperature excursion. Provider should contact vaccine manufacturer for guidance on determining if vaccine is spoiled based on the parameters of the incident.
3. Wasted: Any vaccine that cannot be used due to spillage, vial breakage, etc. LHJ will determine if the wasted vaccine incident warrants completing a Vaccine Incident Report.
4. Lost or missing: Any vaccine that cannot be accounted for, located or is missing.
5. Transferred: Any vaccine that has been transferred from state supplied inventory to private inventory is considered an incident. Transfer is only allowed when there is lack of private-stock vaccine due to unexpected circumstances such as a delayed vaccine shipment, vaccine spoiled in-transit to provider, or new staff that calculated ordering time incorrectly. LHJ authorization is required before a transferred is made.

Return Instructions:

We return our unopened expired/spoiled vaccine to Mckesson Distributor.

Local Health Jurisdiction Immunization Coordinator Contact:

Primary: <u>Marianne Patnode</u>	<u>(509) 249-6509</u>
Name	Phone
Backup: <u>Sheryl Di Pietro</u>	<u>(509) 249-6517</u>
Name	Phone

Every provider enrolled in the state childhood vaccine program is required to have a written procedure for vaccine wastage. Completing and keeping this template readily available to clinic staff meets this requirement.