

# VACCINE TRANSPORT AND PREP

NOV 9, 2021



## VACCINE TRANSPORT

- COVID-19 Vaccine will be sent to each branch office on a **weekly** basis (transported frozen).
- On the morning of each clinic, one of the coordinators will pick up the vaccine required for the day from the local branch office and pack in a monitored/chilled cooler and transport to the clinic location.
  - VIM will print clinic daysheet to each office (Mon-Fri) and email BOPA # of doses required.
- At the end of each clinic, any un-punctured vials will be returned to the local branch office fridge for use at the next clinic.
  - This vaccine will be placed back in the fridge, kept separate from the vaccine that has not yet been transported (bagged).
  - The nurse returning the vaccine will mark the travel time (total for the day) on a travel ticket (will be in each fridge room) and place ticket with vaccine in a bag for next day/clinic use.

### Vaccine Travel Time

Date: \_\_\_\_\_

Total Daily Travel Time: \_\_\_\_\_

Nurse Returning: \_\_\_\_\_

- The vaccine returned at end of clinic will be documented on the [clinic outreach form](#). VIM will use this to track vaccine in branch offices.
  - The next clinic day the coordinator will pack this vaccine up in the original bag with the travel ticket, and keep it separate to ensure it is used first at the next clinic.
  - It is important that this process is followed as the vaccine is only permitted 12 hours of cumulative travel time (unpunctured) before it becomes unsuitable for use.
- 
- At the end of the clinic, any punctured vials of Moderna can be drawn up and the prefilled syringes can be moved back to the office fridge for use within 24 hours.
    - Therefore, Moderna vials should only be punctured one at a time and all doses administered before puncturing an additional vial.
    - Please place any pre-filled syringes in bubble wrap to protect them during transport.
    - Ensure each syringe is clearly labelled with lot #, date and time of expiry.