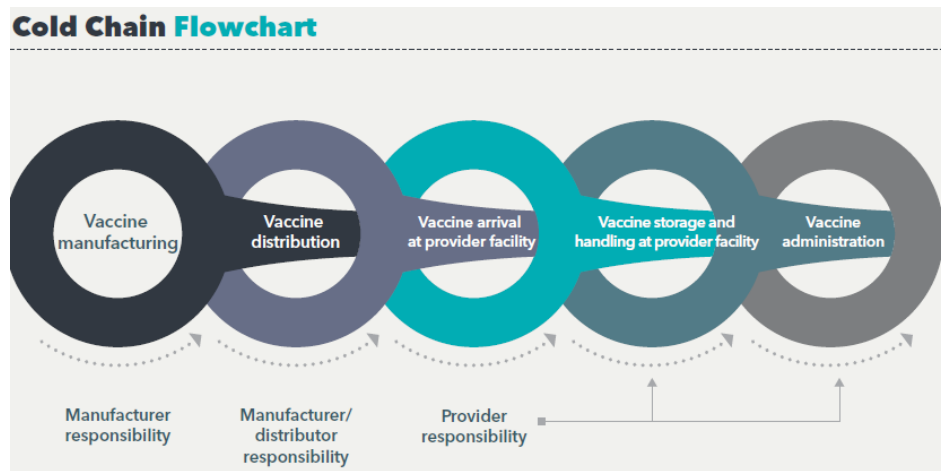


Vaccine Storage and Handling Guide During an Outbreak



Vaccine Storage Units

Stand-alone refrigerators are strongly recommended. Refrigerated vaccine may be stored in a household-style combination unit but the freezer section should not be used.

Dormitory or bar-style refrigerators are never permitted.



Temperature Monitoring

The refrigerator temperature must be between 2°C and 8°C (36°F - 46°F).

- At the beginning of each work day record maximum and minimum temperatures, time, and initials on the [paper temperature log](#). For more information about maximum and minimum temperatures, visit the [Max/Min Quick Guide](#).

Data Loggers – temperature monitoring equipment

LogTag Analyzer data loggers are supplied to enrolled practices. This device will continuously monitor the temperature inside the vaccine storage unit. The data logger and corresponding parts are mailed directly to the practice with instructions.

- Download data weekly from each LogTag. See quick links below for instructions. Look at the “Day Summary” tab for excursion information and alarm status.



Links to online quick guides are listed below:

1. [Set up data logger on the vaccine storage unit](#)
2. [Software Installation](#)
3. [Creating a folder for downloads](#)
4. [LogTag Analyzer Settings](#)
5. [Cradle setup](#)
6. [Downloading the data logger](#)
7. [Emailing the temperature data to the Immunization Program](#) (when requested)

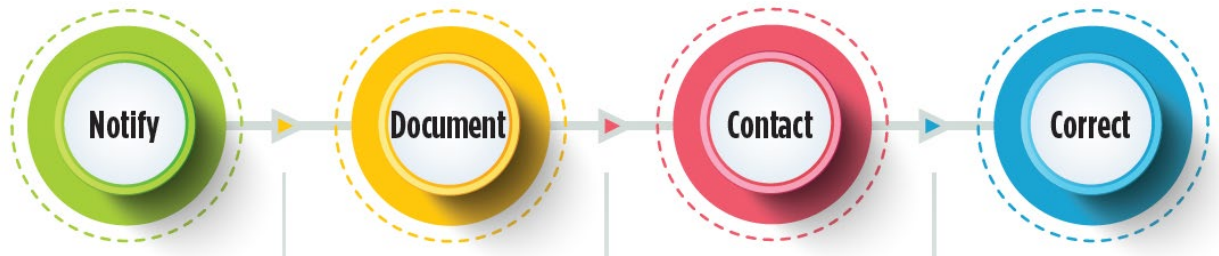
Vaccine Placement and Inventory Management

Prior to use with vaccine, the storage unit(s) need to have at least 3 consecutive days of in-range temperatures, as monitored by the LogTag data logger (or other Immunization Program approved device).

- Vaccine should not be stored in the door, crisper or other bins.
- Vaccine should be 2-3 inches from the walls and back, with space for air flow.
- Vaccine should not be placed on the floor of the unit.
- Vaccine should not be stored near a cooling fan or vent.



Temperature Excursions



If you experienced a temperature excursion, contact the Immunization Program during standard business hours promptly by phone 1-800-640-4374 or email ahs.vdhimmunizationprogram@vermont.gov

- Do not move the vaccine without approval
- Refrain from making assumptions about vaccine spoilage. Leave vaccine in the storage unit and obtain guidance from the Immunization Program about vaccine viability.
- Correct obvious problems. For example, if the door is ajar – close it; if the unit is unplugged – plug it in. Don't adjust the temperature control, add ice packs, or otherwise attempt to cool a refrigerator quickly, as this may lead to overcompensation and freezing.
- When emailing a data logger download (.ltd file), please include a brief message with the practice name, pin number, your name, and phone number, and if you know what caused the problem.
- On the paper temperature log, write the date and time of the incident, and document your call to the Immunization Program and actions taken. Monitor every half hour until the temperature remains between 2°C and 8°C. Document the results of actions taken.

After standard business hours

- Contact the on-call person for guidance if you need to use the vaccine before the next business day or if you need to move the vaccine. Otherwise, no action required outside standard hours of operations.

Vaccine Transport

- Contact the Immunization Program for guidance by email, ahs.vdhimmunizationprogram@vermont.gov.