



Vaccine Management

Providers should follow VFC policy and follow their immunization guidelines

Accines must be stored properly from the time they are manufactured until they are administered. Immunization providers are responsible for proper storage and handling from the time vaccine arrives at the facility until the vaccine is given.

Providers should educate all staff, including temporary staff, as part of new staff orientation,



on vaccine management. In addition, Vaccines for Children (VFC) providers should follow VFC policy and work within their immunization program.

Vaccine Management includes, but is not limited to, these three components.

- The equipment used for vaccine storage and temperature monitoring is reliable and appropriate.
- Staff is knowledgeable regarding proper vaccine storage and handling. At least 2 staff members should be responsition.
- ble for vaccine management.
 Written storage and handling plans are updated at least annually for: routine storage and handling of vaccines; and emergency vaccine retrieval and storage.

Routine Vaccine Storage and Handling Plan should include the following four elements.

1. Ordering and Accepting Vaccine Deliveries

Store vaccines at the recommended temperatures IMMEDIATELY upon arrival. Ensure vaccines are delivered when the facility is open. Vaccine shipments should be delivered when staff is available to unpack and store the vaccine properly. Inform manufacturer/distributor when vaccine shipments can be delivered. VFC providers should also notify their LHD or HSR representative. Consider holidays, vacations, changes in hours of operation, and staff schedules when ordering vaccines. Educate all facility staff about vaccine storage. Providers

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 Dallas County Health and Human Services
 Vaccines For Children Program

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 www.dallascounty.org/hhs

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DCHHS Safe families, Aealthy lives.

should maintain a vaccine inventory log including: vaccine name and number of doses received; date vaccine received; condition of vaccine on arrival; vaccine manufacturer and lot number; and vaccine expiration date.

2. Storing and Handling Vaccines

- Store vaccines in refrigerator and freezer units which can maintain the appropriate temperature range and are large enough to maintain the year's largest inventory without crowding. Stand alone units are preferred but household combination units with separate exterior doors and thermostats can be used. Dormitory-style refrigerators should not be used.
- Store vaccine in storage units designated specifically for biologics. Food and drinks should never be stored in the same unit with vaccines.
- Keep a calibrated thermometer with a Certificate of Traceability and Calibration in the refrigerator and freezer. These thermometers should be recalibrated as recommended by the manufacturer.
- Post "Do Not Unplug" signs next to electrical outlets. Read and document refrigerator and freezer temperature twice each workday- in the morning and at the end of the workday.
- Ensure good air circulation around the vaccine in the storage unit. Proper air circulation is essential to maintaining the cor-

rect storage temperatures. Bins, baskets, or some other type of uncovered containers that allow for air circulation are good to use to store the vaccines. There should be space between the containers to promote air flow. Vaccines should never be stored in the door of the freezer or refrigerator. The temperature here is not stable. Place frozen packs in the door of the freezer and water bottles in the door of the refrigerator to help the storage unit maintain a constant temperature. Frozen packs or water bottles should be placed securely so they do not dislodge and prevent the door from closing.

3. Managing Inventory

Rotate stock so vaccine and diluent with the shortest expiration date is used first. Place vaccine with the longest expiration date behind the vaccine that will expire the soonest. Remove expired vaccine and diluent from usable stock.



Nita Cornish, Vaccine Clerk, properly storing vaccine by expiration date

Keep vaccine stock well organized. VFC providers should separate and identify
 VFC and other vaccines purchased with public funds within the storage unit. In addition, clearly label the space where the vaccine is placed to help staff choose the appropriate vaccine.

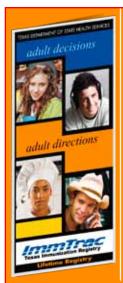
 Inspect the storage unit daily. A physical inspection helps to ensure vaccines and thermometers are

placed appropriately within the unit.

4. Managing Potentially Compromised Vaccines

- [‡] Identify and isolate all potentially compromised vaccines and diluents. Label these "DO NOT USE". Store separately from uncompromised vaccines and diluents in the recommended temperature range. A clearly labeled paper bag can be used for this purpose. Do not automatically discard the vaccine or diluent.
- Contact your LHD or HSR representative and/or vaccine manufacturers (i.e. Merck) for appropriate actions that should be followed for all potentially compromised vaccines and diluents.
- Educate staff administering vaccines on correct handling and preparation procedures to decrease the likelihood of vaccine or diluent inadvertently being compromised. For example, each vaccine should be prepared just prior to administering.

Storage and handling errors can cost thousands of dollars in wasted vaccine and revaccination(s). Errors can also result in the loss of patient confidence when repeat doses are required. It is better to not vaccinate than to administer a dose of vaccine that has been mishandled. Vaccine management, including proper storage and handling procedures, is the basis on which good immunization practices are built.



The Texas Immunization Registry, ImmTrac, is a secure, confidential registry that stores immunization records electronically in one centralized system. ImmTrac is now open to adults! Immunization records are an important tool to assist you in the future. Colleges, universities, and vocational schools require students to be current on immunizations. Immunization records are often required for jobs. To enroll in ImmTrac is FREE, and it is available to Texans of all ages.



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Vaccine Adverse Event Reporting System

VAERS

http://vaers.hhs.gov The Vaccine Adverse Event Reporting System (VAERS) is a national

program which collects information about adverse events associated with vaccinations for the purpose of monitoring the safety of vaccines which are used in the United States. The National Childhood Vaccine Injury Act (NCVIA) of 1986 mandated reporting of certain adverse events. VAERS provides a database management system for the collection and analysis of these reports. It is operated jointly by the Centers for Disease Control and Prevention (CDC) and the Food and Drug Administration (FDA). These agencies monitor VAERS reports to determine if any vaccine or vaccine lot has a higher than expected

rate of events and the types of events reported for each vaccine. Reports should be made on the VAERS form and all requested information should be recorded. The vaccine manufacturer, lot number, and injection site are very important. The forms are pre-addressed and postage paid. They may be photocopied. To request a VAERS form or additional information call the VAERS contact in your area. Adverse events following vaccination with vaccine purchased with public funds such as Vaccines for Children funds should be reported through the following agencies.

Texas: 800-252-9152

For Bexar County residents: 210-207-2087

For City of Houston residents: 713-558-3518

Privately purchased vaccine should be reported directly to VAERS. Contact 800-VAC-RXNS (822-7967) for forms and information. Secure web-based reporting is available at the VAERS website.





Training & Education http://www.dshs.state.tx.us/immunize/tvfc/default.shtm EVI Login https://iteams.dshs.texas.gov/IRMSTexas/Security/SignIn.aspx Vaccine Call Center vaccallcenter@dshs.state.tx.us 1-800-777-5320



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Back-To-School Immunizations

DCHHS would like to remind you that state law requires school classes at the beginning of each school year. Encourage parents to bring their children in for immunizations as early as possible and for those children who are insured; urge parents to check with their insurance providers to determine whether immunizations are covered. Children who have private insurance that cover vaccines will no longer be eligible to receive TVFC vaccines at Dallas County Health and Human Services Immunization clinics. Providers should stress the importance of making sure that each child receives the required vaccinations before entering school.

Vaccine Advisory

The Vaccine Advisory; designed by the Texas Department of State Health Services, is a new form of communication to inform the general public and providers of the latest vaccine information. The Vaccine Advisory aids in disseminating practical information related to vaccines, vaccine-preventable diseases, and the vaccine programs managed by the Immunization Branch. You may download Vaccine Advisory topics at http://www.dshs.state.tx.us/ immunize/vacadvise/default.shtm

Latest 2012 Advisories

| March 26, 2012 | - | Advisory No. 22. New Recommendations on the Use of Quadrivalent |
|------------------|---|---|
| | | Human Papillomavirus Vaccine in Males |
| January 13, 2012 | - | Advisory No. 21. Broadened Recommendations for Meningococcal |
| January 11, 0010 | | Conjugate Vaccine (MCV4) for Certain Children |
| January 11, 2012 | - | Advisory No. 20. Updated Recommendations for Use of Tdap in Pre- gnant Women |
| January 4, 2012 | - | Advisory No. 19. Updated Contraindications for Rotavirus Vaccine |



Parts or full contents used within this newsletter were extracted from the publications of the Centers for Disease Control and Prevention and the Texas Department of State Health Services website.

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