

NU COVID-19 VACCINATION - MANDATORY VACCINE VIAL TRACKING -PFIZER

Date:	
Community:	
Mass vaccination clinic Y/N	
Date Vaccine arrived in the Community	
Freezer available in community Y/N	
Freezer Accompanying Vaccinators Y / N	
(Held at -15 to -25 degrees until ready for use)	

Please scan in batches and email form as soon as feasible to RCDC, copying cdclabs@gov.nu.ca, every few hours (no later than same day). More detail on roles noted below.
 Date sent to RCDC and CDClabs@gov.nu.ca: _____

Emails
 For Kitikmeot region: fdigout@gov.nu.ca
 For Kivalliq region: kivalliq_covid19@gov.nu.ca
 For Qikiqtaaluk region: covid19_qikiqtaalukrcdc@gov.nu.ca

LOT#							
EXPIRY							
		ASSIGNED VIAL #					
		Name of Person Signed out to:					
		Name of Person Assigned to**:					
Removed from Freezer:		time (24hr)					
Thawed In refridgerator: (held at 2 - 8 degrees) (takes ~3 hours to thaw) (stable for 30 days at 2-8 degrees undiluted)		Y / N					
		start time					
		end time					
		date to discard by (30 days)					
Thawed at Room Temperature: (held at 8 - 25 degrees) (takes 30 minutes to thaw) (stable for 2 hours undiluted)		Y / N					
		start time					
		end time					
		time to puncture by (2 hours)					
Vial Diluted (stable 6 hours ONLY)		Y / N					
		start time					
		end time (must discard)					
Initials of clients given dose from vial (optional) (to help with tracking number of doses)		1					
		2					
		3					
		4					
		5					
		6					
Doses Used from Vial: (usual 6 per vial)		Administered					
		Wasted*					
		Wastage code					
		Waste/use comments					
Vial used for home visiting		Y / N					
Signature of vaccine floater or clinical lead							

*Note: wasted or discarded refers to all unused doses (timed out, no one left to vaccinate without transporting vial, only 5 doses came out of vial means 1 wasted even if manufacturer issue). Important to capture and track accurately for program, impossible for it not to occur to some extent.
 ** If same person assigned to for all vials, can draw a line through to the end to indicate this
 Please follow green and red sticker process as outlined by pharmacy team.
 Empty vials - keep and store. Send count of empty vials at end of day. Vials can be discarded when this tracking sheet matched, signed off, and sent to RCDC and cdclabs@gov.nu.ca

Roles: RCDC to review forms, flag any concerns, and follow up with clinic as appropriate
 Person monitoring cdclabs will send on to surge response manager as soon as received for uptake reports and store a copy in a secured folder on shared drive
 Surge response manager will send daily uptake & wastage summary

Wastage Codes	
AA	Damaged vial/vaccine
BB	Refridgerated > 30 days
CC	Room Temp > 2 hours
DD	Diluted vial > 6 hours
EE	Not enough in Vial (i.e. < 0.3ml)

Additional Notes / Comments / Observations on storage/transport/use: