

COLD CHAIN INCIDENT CHECK LIST

If your vaccine has been exposed to a **minimum, maximum, OR current temperature below 2.0°C or above 8.0°C** this is considered a **COLD CHAIN EXCURSION/INCIDENT** and must be reported to the Health Unit immediately.

To report a Cold Chain Incident call 519-258-2146 ext. 1121 or email vaccine@wechu.org
Our team will respond asap. In the meantime, use this check list to take action.

DO NOT USE THE VACCINE

Place a “DO NOT USE VACCINE” sign on your vaccine refrigerator door.
Do not remove or discard any vaccine until directed by the WECHU.

CHECK TO SEE IF THE VACCINE FRIDGE AND THERMOMETER ARE WORKING

Is the refrigerator plugged in? Is the door tightly closed? Can the refrigerator temperature be adjusted manually? Does the thermometer display the current, minimum, and maximum temperatures? Do the batteries need to be replaced? Is the sensor placed correctly in the refrigerator (centre of middle shelf)? If the CURRENT temperature is within range, leave vaccines in refrigerator until directed by the WECHU.

FOLLOW YOUR CONTINGENCY PLAN

If the CURRENT temperature remains out-of-range, follow your contingency (emergency) plan until you hear back from the WECHU. For example:

- 1) When possible, move your vaccine to an operating refrigerator (within your facility or with a neighbouring facility) and continue to monitor the temperature hourly. Complete this move using a properly packed vaccine cooler with a thermometer.
- 2) For anticipated short term vaccine storage, you can use a properly packed vaccine cooler with a thermometer. Record minimum, maximum and current temperatures hourly.

Note: a monitored cooler packed with water blankets and ice packs may only stay between 2.0°C and 8.0°C for a couple hours unless cooling supplies are replaced.

SEND THE FOLLOWING INFO TO THE WECHU VIA: vaccine@wechu.org or fax 519-977-1711

- ✓ Cold Chain Incident Report Form
- ✓ Cold Chain Vaccine Inventory Form
- ✓ Previous 4 weeks of fridge log temperatures

FOLLOW GUIDANCE FROM THE WECHU

Upon receiving your cold chain incident information, our team will assess the situation and may need to follow-up with you.

They may also need to contact vaccine manufacturers to determine if your vaccine is safe to use.

Do not use vaccine that has been involved in a cold chain incident until advised by the WECHU.

