

## Introduction

Vaccine monitoring is an important aspect of vaccine administration. Particular care must be given to ensure that all vaccines remain within their usable lifetime. Efforts should be made to utilize vaccines prior to their expiring. If your facility has a large quantity of vaccines currently on-hand, we ask that you delay submitting a request for additional vaccines until your facility has less than two weeks' supply of vaccines on-hand. Any doses ordered and received by your facility should be used by your facility; **the state will not coordinate transfers for vaccine ordered by your facility.** Please note the following regarding storage guidelines for COVID-19 vaccines:

### Moderna

- Unpunctured vials may be stored in the refrigerator between 2°C and 8°C (36°F and 46°F) for **up to 30 days**.
- Punctured vials may be stored in the refrigerator or at room temperature between 2°F and 25°C (36°F and 77°F) for up to **12 hours**.
- Unpunctured vials may be stored in the freezer between -50°C and -15°C (-58°F and 5°F) **until expiry date** as listed for the lot number.

### Pfizer

- Before mixing, the vaccine may be stored in the refrigerator between 2°C and 8°C (36°F and 46°F) for **up to 31 days**. After 31 days, contact [Temperature.Health@tn.gov](mailto:Temperature.Health@tn.gov) for guidance.
- Before mixing, the vaccine may be stored in an ultra-cold freezer between -80°C and -60°C (-112°F and -76°F) **until expiry date** as listed for the lot number.
- Before mixing, the vaccine may be stored in the freezer between -25°C and -15°C (-13°F to 5°F) for **up to 2 weeks**. The total time vials are stored at these temperatures should be tracked and should not exceed 2 weeks.

### Janssen (Johnson & Johnson)

- CDC recommends storing vaccine between 2°C and 8°C (36°F and 46°F):
  - Unpunctured vials until the expiration date.
  - Punctured vials for up to 6 hours.

## Vaccine Approaching Expiry

All COVID-19 vaccines should be monitored **daily**. Additionally, COVID-19 vaccine inventory should be reconciled in TennIS **daily**. If during reconciliation you notice that your vaccine is set to expire within **2 weeks** and you believe you will have **more than 20 doses** that you will not be able to use, additional efforts are required to ensure that this vaccine can be utilized. Please **do not** wait until the day or two before the vaccine expires to reach out to TDH! Options to ensure vaccine utilization are as follows:

- **Increase administration rate.** The intention with this option is to utilize all vaccine on hand with as little wastage as possible. Some options to increase administration rate include:
  - Contact all clients/patients within your facility. Additionally, invite household members to be vaccinated along with the individual client.
  - Advertise available vaccine and dates/times when vaccines are given on social media platforms.
  - Contact local businesses such as grocery stores, food processing plants, and other businesses with greater than 5 employees.
- **Organize a transfer to another approved facility.**
  - Please see section below titled “Vaccine Transfer Guidelines.”
  - Reach out to providers within your local vicinity.
  - Use Vaccine Finder to locate other approved facilities in your area.
  - After confirmation that another provider has been onboarded and approved by the state to receive vaccine,
    - Please send your mobile vaccination plan, portable refrigerator, and digital data logger to [Vaccine.Transport@tn.gov](mailto:Vaccine.Transport@tn.gov) for approval.
    - If you need to contact someone to determine if another facility has been approved by the state, please contact [Vaccine.Onboarding@tn.gov](mailto:Vaccine.Onboarding@tn.gov)
- **Arrange a transfer of vaccines with your local health department.**
  - Contact your local health department to determine if they have the capacity to arrange a transfer of doses from your facility.
  - Please refer to the section below for state recommendations for transferring vaccines to a health department.
- **If the above options are unsuccessful, please notify TDH 2 weeks prior to any unused, expiring vaccines at [VPDIP.Pandemic@tn.gov](mailto:VPDIP.Pandemic@tn.gov) with the following information:**
  - Manufacturer of expiring vaccines (Pfizer, Moderna, J&J)
  - Quantity/number of doses of expiring vaccines

- Expiration date of vaccines
- Facility name
- Facility's PIN number
- Vaccine lot number

## Vaccine Transfer Guidelines involving Health Departments:

### Transfers between Health Departments

- These guidelines pertain to health departments **only** and do not apply to private providers.
- Vaccine transfers should be limited in frequency and distance.
- Transfers should occur if doses are at risk of expiring (determined by quantity on hand and uptake) or due to an immediate need at another entity.
- Vaccine transfers between health departments should be managed by nursing staff with RIR and RND oversight.
- CHS no longer needs to approve transfers between rural health departments.
- Notify [tennis.voms@tn.gov](mailto:tennis.voms@tn.gov) of the transfer and cc [CHS.Notify@tn.gov](mailto:CHS.Notify@tn.gov)
- Reasonable waste is inevitable, but efforts should be made to avoid wastage when possible. Transfers of vaccine quantities <50 doses may not be worth the effort unless locations are very close geographically. Email [vaccine.transport@tn.gov](mailto:vaccine.transport@tn.gov) **at least 2 business days prior to expiration** to discuss.

### Transfers from External Partners to Health Department

- Regions are not required to accept vaccine transfers from outside entities if the region cannot utilize or store it in an ultra-cold or conventional freezer for later use.
- Regions should encourage entities to use their vaccine inventory if possible. If an entity contacts you directly stating their vaccine is expiring in the next 2 weeks, refer them to [vaccine.transport@tn.gov](mailto:vaccine.transport@tn.gov) if you cannot accept a transfer.
- If a decision is made to accept vaccines from an outside entity, please contact [vaccine.transport@tn.gov](mailto:vaccine.transport@tn.gov) PRIOR to agreeing to accept the vaccines. The state team may advise against accepting the transfer.
- VPDIP will contact the appropriate Regional Notify Group should a request for vaccine transfer be received from an outside entity within the region to determine if the vaccine can be utilized or stored in that region. Again, regions are not expected to accept vaccine from outside entities if the vaccines cannot be used or stored in an ultra-cold or conventional freezer for later use.

## **Actions after Vaccine Expiry**

Vaccines should be disposed of properly, following all protocols for disposing of biohazardous waste. Please make sure that you reconcile any wastage into TennHIS. If you need assistance with reconciliation, please refer to instructions in the pandemic provider packets found [here](#). For any further questions, please contact [VPDIP.Pandemic@tn.gov](mailto:VPDIP.Pandemic@tn.gov).

### **COVID-19 Vaccine Planning / Vaccine-Preventable Diseases and Immunization Program**

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[VPDIP.Pandemic@tn.gov](mailto:VPDIP.Pandemic@tn.gov)

[www.tn.gov/health/cedep/ncov/covid-19-vaccine-information.html](http://www.tn.gov/health/cedep/ncov/covid-19-vaccine-information.html)