COVID-19 Vaccine Expiry & Transfer Policy:

Vaccine monitoring is an important aspect of vaccine administration. 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 ordering additional vaccines or large quantities of COVID-19 vaccine. We recommend waiting until your facility has less than two weeks’ supply of vaccines on-hand. COVID-19 vaccine shortage is not expected at this time.

Please complete this survey to initiate your request to:

- Report excess doses that may be transferred to another provider or to a depot
- Request doses to be transferred to you from another provider or depot
- Request Transport Team pre-approval for a transfer that has already been arranged
- Report a transfer that has already occurred (Pre-approved facilities ONLY)
- Report excess ancillary kit items that may be transferred to another provider or to a depot
- Request ancillary kit items to be transferred to you from another provider or depot

Actions after Vaccine Expiry

Vaccines should be disposed of properly, following all protocols for disposing of biohazardous waste.

Expired doses of vaccines may be disposed of in a sharps container or in medical waste. If medical waste disposal is not available, please use a marker to draw through the labels on the vials and tear up the vaccine cartons before disposing of them to reduce the chance of counterfeit products being sold online in the US or abroad. In-depth guidance can be found in the Identification, Disposal, and Reporting of COVID-19 Vaccine Wastage operational summary.

Never return unused or expired COVID-19 vaccines. Please make sure that you reconcile any wastage in TennIIS. Guide for reconciliation: VaccineInventoryReconciliationQRG.pdf (tn.gov). This helps accurately monitor the amount of vaccine in the field.

For any further questions, please contact VPDIP.Pandemic@tn.gov

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