How to Report Wastage of the COVID-19 Vaccine in IIS

September 2022

Identifying Waste

You should make every effort to reduce wastage in your COVID-19 vaccine program. However, it is important to identify doses as waste in order to make sure the vaccines you administer to patients are safe and effective. Vaccine may be identified as waste if:

- **There is a temperature excursion.** You must monitor COVID-19 vaccine temperatures with a digital data logger (DDL) during storage and transport. If the DDL shows the vaccines were out of temperature range, you may need to declare them as waste. If a temperature excursion occurs, contact the manufacturer to determine if the vaccine can still be used. Avoid temperature excursions by ensuring that appropriate temperature monitoring devices and storage units are available at on-site and off-site locations and during transport. For more information, see the COVID-19 Vaccine Temperature Excursion Guide.
- **You don't use a punctured vial in time.** After you puncture a COVID-19 vaccine vial, you must use all doses in the vial within a certain timeframe (the exact time depends on the vaccine product and temperature). Careful planning helps to ensure only the necessary number of doses are prepared.
- **Your syringes can't get the last dose in the vial.** Pfizer vaccine vials contain six doses, but you need a low dead-volume syringe to access the sixth dose. You cannot combine vaccine from multiple vials to make a dose. For more information, see the wastage reporting table.
- **The vaccine is expired**. You should always check the vaccine expiration date before preparing or administering vaccine. Because COVID-19 vaccine expiration dates may change, always check with the manufacturer to determine expiration dates before disposing of the product.
- **The vaccine shipment arrived damaged.** Before receiving your doses in IIS, you must open vaccine packages immediately, check the temperature monitor device, inspect the vaccine,

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compare the vaccine received with the vaccine product on the packing list, and store vaccine at the appropriate temperature. If the temperature went out of range or the DDL wasn't activated, you should store the vaccine, mark it as "do not use," and contact the manufacturer for guidance. If it is determined that the doses will not be replaced, then you must receive the doses in IIS and report them as wasted. For more information on receiving doses in IIS, see the Vaccine Ordering & Receiving Guide.

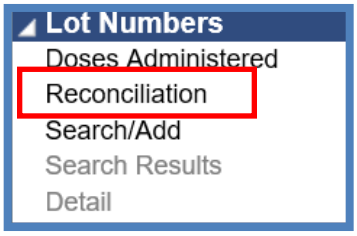
Tips to Reduce Waste

You can help prevent waste from happening by:

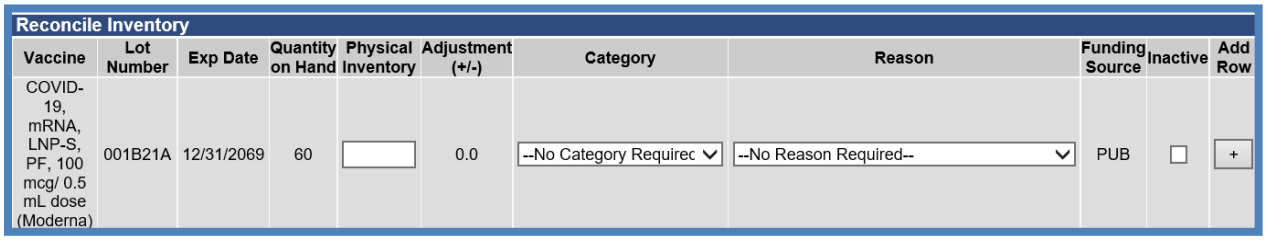
- Following your emergency vaccine use plan if you need to quickly administer doses of vaccine that would otherwise be wasted.
- Advertising any doses you can't use before their expiration date on the WAIIS Vaccine Advertisement page.
- Contacting the Department of Health (DOH) at covid.vaccine@doh.wa.gov if you have a large number of vaccine vials that you can't use before the expiration date. DOH can help you transfer the doses to another facility.

Reporting Waste in the Immunization Information System (IIS)

1. Click on **Lot Numbers** heading in the left menu of the IIS, then click **Reconcilliation**.



2. Enter the number of doses in the **Physical Inventory** field, minus the wasted doses, then select a **Category** and **Reason** that best describes what happened to the doses (see the adjustment category and reason descriptions on the next page).



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3. You can enter in multiple categories and reasons by using the **Add Row (+)** button. Make sure the number in the **Adjustment** column represents the correct number you want to adjust.

4. When you finish reconciling your inventory, click the **Save** button to save changes.

Category	Reason	Scenario
Expired	Expired	Vaccine expired.
	Expired, multi-dose vial	An opened multi-dose vial (MDV) expired. If the MDV was opened or partially used it is not returnable.
Spoiled	Cold chain not maintained during shipment	The manufacturer failed to store the vaccines properly and once the vaccines were delivered, they were not viable. Contact the manufacturer immediately if the vaccines were not stored properly upon receipt.
	Failure to store properly upon receipt	You did not place the vaccines in their proper storage unit once the vaccine was delivered and they were determined to no longer be viable.
	Natural disaster/power outage	A storm or countrywide power surge interrupts power to storage units for a length of time that caused vaccines to spoil.
	Not stored properly	You stored frozen vaccines in the refrigerator or refrigerated vaccines in the freezer that are not supposed to be stored this way. Or any instance where you did not follow the storage recommendations for the vaccine.
	Fridge/freezer mechanical failure	Your storage unit stopped working resulting in spoiled vaccine.
	Fridge/freezer too cold	You have a temperature excursion where the unit became too cold.
	Fridge/freezer too warm	You have a temperature excursion where the unit became too warm.
	Vaccine spoiled in transit	Vaccines were spoiled during a vaccine transfer.
Wasted	Broken/dropped/spilled	Vaccines are not viable because they broke, spilled, or were dropped.

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	Dose count variance multi-dose vial	Unable to draw the number of doses that are identified on the vial.
	Drawn up, not used	Dose was drawn up and the patient/parent changed their mind. Or the vial was punctured, but not all doses administered within identified time.
	Lost and unaccounted	You have searched all records and can't account for the dose in any other category. You don't have documentation that identifies what happened to the vaccine.
	Vaccine damaged in transit	Vaccine was damaged during a vaccine transfer.

Disposing of Waste

The COVID-19 Vaccination Provider Agreement states that providers should dispose of COVID-19 vaccine waste in accordance with local regulations and processes currently being used to dispose of regulated medical waste.

Wastage Reporting Table

The below Wastage Reporting Table provides guidance to determine if a dose should be reported as waste. Wastage does not negatively impact a provider but is simply a means for accounting for inventory.

Manufacturer	Dose	Was the dose extracted in full?	Is it counted as waste?
Pfizer	6th dose	Yes	No
		No	Yes
Moderna 11 dose vial	10th dose	Yes	No
		No	Yes
	11th dose	Yes	No
		No	No
J&J/Janssen	5th dose	Yes	No
		No	No
Novavax	10th dose	Yes	No
		No	Yes

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Manufacturer Contact Information

You should contact the manufacturer if you have a temperature excursion to see if the vaccine is still viable.

Manufacturer	Phone Number	Email Address
Pfizer customer service	1-800-666-7248	cvgovernment@pfizer.com
Moderna customer service	1-866-663-3762	Not available
Janssen (Johnson & Johnson) customer service	1-800-565-4008	jsccovidtempexcursion@its.jnj.com
McKesson customer service	1-833-272-6634	snssupport@mckesson.com
Novavax customer service	1-844-668-2829	Not available

Emergency Use Authorization (EUA) Fact Sheet for Health Care Providers

- Janssen COVID-19 Vaccine (Johnson & Johnson)
- Moderna COVID-19 Vaccine
- Pfizer-BioNTech COVID-19 Vaccine
- Novavax COVID-19 Vaccine

Resources

- COVID-19 Vaccine Temperature Excursion Guide
- Centers for Disease Control and Prevention's (CDC) Storage and Handling Toolkit
- Centers for Disease Control and Prevention's (CDC) Identification, Disposal, and Reporting of COVID-19 Vaccine Wastage

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