WASHINGTON STATE · OFFICE OF IMMUNIZATION
Adult and Childhood Vaccine Programs

Washington State Department of HEALTH

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Reducing Vaccine Waste Toolkit

This toolkit covers best practices for managing your clinic's inventory on soon-to-expire vaccine in hopes of reducing vaccine waste within the Childhood Vaccine Program and/or Adult Vaccine Program. Each of these options have corresponding features within the Washington State Immunization Information System (IIS) to help providers navigate reducing vaccine waste.

Rotate Stock:

As stated in the Vaccine Management Plan, it is important to check vaccine expiration dates and rotate vaccine inventory based on expiration dates **weekly**. By having vaccine with the shortest expiration date up front, shorter-dated vaccine will be used first.

Use Patient Recall Tool in the IIS:

The Reminder/Recall tool within the IIS can be used to help identify patients who are due or overdue for vaccine. Contact these patients and schedule appointments to utilize the soon-to-expire vaccine. This can help keep your patients up-to-date with recommended vaccines and may increase your clinic or organization's immunization rates.

Running the Vaccine Lots to Expire Report:

The Vaccine Lots to Expire Report allows you to view lots of vaccine in your inventory that are set to expire in the specified number of days. This is an easy way to view soon-to-expire vaccine in your inventory and to plan in advance using the options listed below to eliminate vaccine waste. The Vaccine Lots to Expire report should be ran monthly to catch soon-to-expire vaccine in your inventory.

This report also highlights vaccine lots in the IIS based on how close they are to expiration.

Advertise Soon-to-Expire Vaccine in the IIS:

The Vaccine Advertisement function in the IIS allows you to advertise and transfer short-dated vaccine to and from providers. It is another way to locate doses your facility is in need of or has a surplus of vaccine.

Utilizing the Provider Map:

The Provider Map can be used to identify providers whom you can contact to send or receive short-dated vaccine. The Vaccine Online Transfer Guide can be found here.

Utilize the Recommended Order Quantity (ROQ) Calculator Before Orders:

The Recommended Order Quantity (ROQ) is the recommended amount of vaccine you should order based on your current inventory and regular usage. Ensure you are updating your accountability/inventory in the IIS monthly. The downloadable ROQ calculator with instructions can be found using this link.