



## CVP TRAINING SERIES

Office of Immunization

Childhood Vaccine Program

June 17, 2025

# Topics Covered

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COMPLIANCE  
OVERVIEW



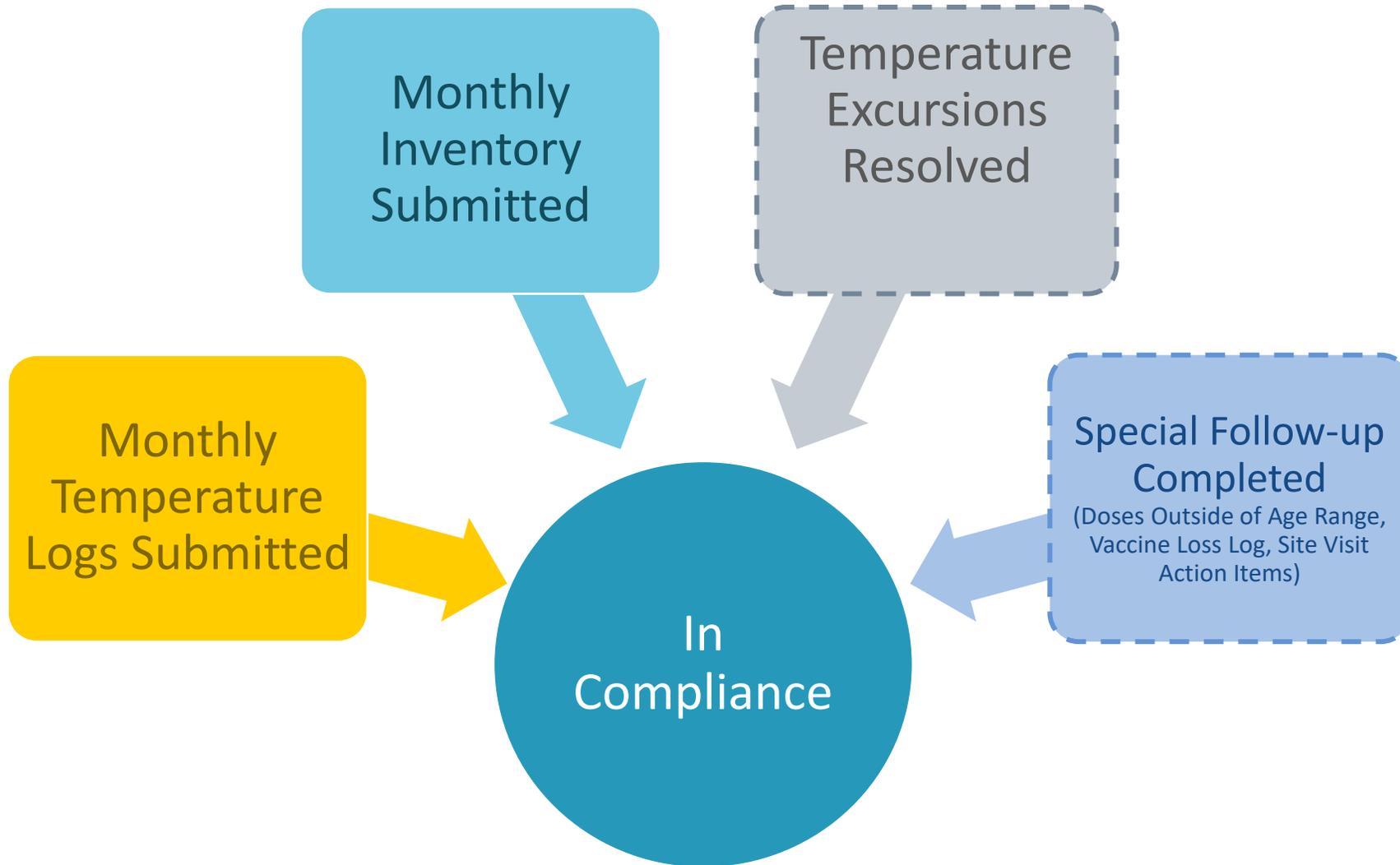
REPORTING  
REQUIREMENTS



ORDER  
APPROVAL  
PROCESS

# Compliance Overview





# Reporting Requirements



# Tool: Vaccine Coordinator Quick Start Guide

[English](#) | [Spanish](#)

## Vaccine Coordinator Quick Start Guide

Here are the basic duties to ensure proper vaccine temperature monitoring and accountability reporting. Accurate and timely completion of these tasks ensure you will not experience disruptions in vaccine ordering.

### DAILY

Record the following information on the paper [Temperature Log](#):



**Record** minimum and maximum (coldest and warmest) temperatures every morning and then **reset or clear** the min/max readings.



**Record** current temperature of storage units 2x/day (AM/PM).



**Take action** for any out-of-range temperatures (including out-of-range min/max readings) following the [Temperature Excursion Guide](#).

### Need help or more information?

Contact the Childhood Vaccine Program:

- (360) 236-2829
- [WAChildhoodVaccines@doh.wa.gov](mailto:WAChildhoodVaccines@doh.wa.gov)
- For more resources, visit [doh.wa.gov/cvp](http://doh.wa.gov/cvp).

Contact the Adult Vaccine Program:

- [WAAdultVaccines@doh.wa.gov](mailto:WAAdultVaccines@doh.wa.gov)
- For more resources, visit [doh.wa.gov/avp](http://doh.wa.gov/avp).

Scan this QR code for a digital copy of this guide:



### MONTHLY



**Download** thermometer data, **review** for, and **respond** to any excursions. We recommend that you do this weekly, but at a minimum, download monthly.



**Submit** completed temperature logs via your REDCap portal at the beginning of the month.



**Count** physical vaccine [inventory](#), **rotate stock** so earliest expiration dates are used first, then **reconcile and submit** monthly inventory report in the IIS.



**Place orders** according to clinic's ordering schedule and based on [Recommended Order Quantity](#) (past month's usage and current inventory on hand) using the [Vaccine Ordering & Receiving Reference Guide & ROQ Calculator](#). For Adult Vaccine Program vaccine requests see [program guidelines](#).



**Monitor stock** for any vaccines within 90 days of expiring and **transfer doses** that cannot be used to another enrolled clinic.



**Submit returns** for expired and spoiled vaccines. Do not throw away publicly supplied vaccines.



**Post the Vaccine Loss Log** near storage unit to track waste throughout the month. If the monthly loss was over \$2500, **email the Vaccine Loss Log** to the program where the vaccine loss occurred either: [WAChildhoodVaccines@doh.wa.gov](mailto:WAChildhoodVaccines@doh.wa.gov) or [WAAdultVaccines@doh.wa.gov](mailto:WAAdultVaccines@doh.wa.gov).

# Required Monthly Reports

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Monthly  
Temperature  
Logs

Monthly  
Inventory

# Monthly Temperature Logs

To ensure a quick review fill out:

- ✓ Clinic name
- ✓ Name of storage unit-Make sure this matches the storage unit name in REDCap
- ✓ Provider PIN
- ✓ Month and year of temperature data
- ✓ Circle the F or C to indicate if you are measuring temperatures in Fahrenheit of Celsius



REFRIGERATOR TEMPERATURE MONITORING LOG: Days 1-15															
CLINIC NAME: PNW Clinic										PROVIDER PIN: 123456			F° / C°		
FRIDGE NAME/NUMBER: VFC Helmer Fridge #1										MONTH & YEAR: October 2021					
<p><b>INSTRUCTIONS ON HOW TO RECORD TEMPERATURES:</b></p> <ol style="list-style-type: none"> <li>1. Enter Provider Information and circle if you are recording in C° or F° on the temperature log.</li> <li>2. Write your initials below in "Staff Initials," and note the time in "Exact Time."</li> <li>3. Record min/max once each workday (since previous recording), preferably in the morning.</li> <li>4. Record current temps twice, at beginning and end of each workday.</li> <li>5. Put an "X" in the row that corresponds to the refrigerator's temperature.</li> <li>6. If any out-of-range temp, see instructions to the right.</li> <li>7. After each month has ended, save each month's log for 3 years.</li> </ol> <p>Take action if temp is out of range - too warm (above 46°F / 8°C) or too cold (below 36°F / 2°C). Label exposed vaccine "do not use," and store it under proper conditions as quickly as possible. Do not discard vaccines unless directed to by the manufacturer(s) and/or your state health department.</p> <ol style="list-style-type: none"> <li>1. Record the out-of-range temps and the room temp in the "Action" area on the bottom of the log.</li> <li>2. Notify your vaccine coordinator and follow the Vaccine Temperature Excursion Guide.</li> <li>3. Notify the state of the excursion, viability of the vaccines, and actions taken.</li> </ol> <p>For more information, visit: <a href="http://www.doh.wa.gov/CVP/Storage_and_Handling">www.doh.wa.gov/CVP/Storage_and_Handling</a></p>															
Day of Month	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Min/Max Temp	37.2 / 42.8			39.2 / 42.9	39.9 / 41.7	37.8 / 40.8	39.1 / 41.9	38.9 / 42.8			39.8 / 42.8	39.5 / 41.3	39.4 / 41.1	39.8 / 41.8	38.5 / 42.9
Refrigerator	am   pm	am   pm	am   pm	am   pm	am   pm	am   pm	am   pm	am   pm	am   pm	am   pm	am   pm	am   pm	am   pm	am   pm	am   pm
Exact Time of Temp	7:13:14			7:05:15	7:03:19	7:00:16	7:05:17	7:11:33			7:15:36	7:24:14	7:25:16	7:26:19	7:13:16
Room Temp	71   72			72   71	70   70	71   69	70   70	71   72			71   69	72   72	71   70	71   69	72   71
Staff Initials	JK   JK			JK   JK	JK   JK	LM   JK	LM   JK	JK   LM			JK   LM	JK   JK	LM   LM	JK   LM	LM   JK
Temperature	≥49°F (9.5°C)	<p style="text-align: center;"><b>DANGER!!!</b> Call the manufacturer for vaccine viability</p>													
	48°F (8.9°C)														
	47°F (8.4°C)														
	46°F (8°C)														
	45°F (7.3°C)														
	44°F (6.8°C)														
	43°F (6.2°C)														
	42°F (5.5°C)														
	41°F (5.0°C)														
	40°F (4.5°C)														
39°F (3.9°C)				X	X	X	X	X		X	X	X	X	X	
38°F (3.4°C)	X														
37°F (2.7°C)															
36°F (2°C)															
35°F (1.7°C)															
34°F (1.1°C)	<p style="text-align: center;"><b>DANGER!!!</b> Call the manufacturer for vaccine viability</p>														
33°F (0.6°C)															
≤32°F (0.0°C)															
Action	DATE	1/1	°F / °C	33.1 °F	Action Taken:	Fridge control adjusted, notified DOH etc.									
	Please list any steps you've taken to address temperature or storage unit issues														

# Submitting Monthly Temperature Logs in REDCap

- Be sure to select:
  - Monthly Temperature Logs
  - The month you are submitting
  - The year you are submitting

The screenshot shows a web-based survey form titled "Temperature Monitoring Survey" from the Washington State Department of Health. The form includes a header with the department's logo and name. Below the header, there is a greeting and a request to complete the survey. Contact information for the Adult Vaccine Program and Childhood Vaccine Program is provided. The form contains several required fields: an email address for testing feedback, a selection of what to submit (with "Monthly Temperature Logs" highlighted in a yellow box), a dropdown for the submission month, and a dropdown for the submission year. A text area for additional information is also present, along with a "Submit" button at the bottom.

Washington State Department of HEALTH

**Temperature Monitoring Survey**

Hello Fisher, Krajcik and Macejkovic Test!

Complete the survey below to submit temperature monitoring information for your facility.

For questions or guidance and support, reach out to:

Adult Vaccine Program- [WAAdultVaccines@doh.wa.gov](mailto:WAAdultVaccines@doh.wa.gov)

Childhood Vaccine Program- [WACHildhoodVaccines@doh.wa.gov](mailto:WACHildhoodVaccines@doh.wa.gov)

Please provide your email to receive testing feedback.  
\* must provide value

This is only required during testing.

What would you like to submit?  
\* must provide value

Monthly Temperature Logs

DDLs for Follow-up

Temperature Logs for Follow-up

Report Temperature Excursion and Vaccine Viability

reset

What month are you submitting for?  
\* must provide value

What year are you submitting for?  
\* must provide value

Is there anything else you would like to share?

Expand

Submit

# Verify Storage Units in REDCap

- The storage unit(s) associated with your provider agreement will show up in REDCap
- Upload the temp log to the corresponding storage unit
- Indicate if you are not storing vaccine in a particular storage unit
- If you are storing vaccine in a unit not listed, be sure to indicate that on the survey

What year are you submitting for?  \* must provide value

### Cold Storage Unit 1 -#2ed

What type of storage equipment is this:	Refrigerator	Type of Unit (select one):	Commercial Standalone
Manufacturer	Accucold's Med-Lab	Model No.	ARS6MLDL2B

Have you used this unit during the past month to store vaccines?  
\* must provide value

Yes  
 No  
 No, but storing vaccines in new storage unit noted in comments. [reset](#)

Did a temperature excursion occur over this month for this unit?  
\* must provide value

Yes  
 No [reset](#)

Upload Temperature Logs for Storage Unit 1 #2ed. [Upload file](#)  
\* must provide value

Upload DDLs for Storage Unit 1 #2ed. [Upload file  
\\* must provide value](#)

Add comments related to Storage Unit 1 #2ed here.  [Expand](#)

### Cold Storage Unit 2 -Freezer 7

What type of storage equipment is this:	Freezer	Type of Unit (select one):	Commercial Standalone
Manufacturer	Accucold's MED2	Model No.	FS24L7MED2

Have you used this unit during the past month to store vaccines?  
\* must provide value

Yes

# Document Any Temperature Excursions in REDCap



## Document Temperature Excursions

When submitting temperature logs, be sure to complete a Vaccine Viability Survey if you experienced a temperature excursion:

- With your temperature log submission
- OR
- By reporting it via a Temperature Excursion and Vaccine Viability Survey

What would you like to submit?  
\* must provide value

Monthly Temperature Logs

DDLs for Follow-up

Temperature Logs for Follow-up

Report Temperature Excursion and Vaccine Viability

reset



## Complete the Viability Survey

If you have not filled out a survey, please do not check 'yes' in the green box on your temperature log submission.

Have you already completed the 'Temperature Excursion and Vaccine Viability' survey for this excursion (e.g. already reported the excursion at the time it occurred)?  
\* must provide value

Yes

No

reset

### Temperature Excursion

**Instructions:** Please answer the following questions about your recent temperature excursion. In order to complete your submission for this month you will need to acknowledge the following by clicking 'yes'.

Are you reporting a temperature excursion for May 2025?	<input checked="" type="checkbox"/> Yes
Have you contacted the manufacturer(s) and determined viability for all vaccines? <small>Click button below for resources.</small>	<input checked="" type="checkbox"/> Yes

[Click for Manufacturer Contacts and Online Stability Tools](#)

**Beginning Date of Excursion**  
\* must provide value

[Today] M-D-Y

**Length of time the vaccine was out of range (in hours).**  
\* must provide value

**Highest or lowest Temperature reached for unit(s) during temperature excursion.**  
If multiple units, please specify for each unit.  
\* must provide value

**Highest or Lowest Temperature Unit**  
\* must provide value

Celsius

Fahrenheit

reset

# Include DDLs with Monthly Temperature Logs (optional)

- Submitting DDLs with temp logs is optional but very helpful

Index	Date	Time	Readings (°F)
1	10/28/2024	4:55:04 PM	-18.4
2	10/28/2024	5:01:04 PM	-19.1
3	10/28/2024	5:07:04 PM	-19.8
4	10/28/2024	5:13:04 PM	-20.4
5	10/28/2024	5:19:04 PM	-21.1
6	10/28/2024	5:25:04 PM	-21.1
7	10/28/2024	5:31:04 PM	-21.5
8	10/28/2024	5:37:04 PM	-21.6
9	10/28/2024	5:43:04 PM	-22
10	10/28/2024	5:49:04 PM	-21.8
11	10/28/2024	5:55:04 PM	-22.2
12	10/28/2024	6:01:04 PM	-22
13	10/28/2024	6:07:04 PM	-22
14	10/28/2024	6:13:04 PM	-22
15	10/28/2024	6:19:04 PM	-22.4
16	10/28/2024	6:25:04 PM	-22.2
17	10/28/2024	6:31:04 PM	-22.2
18	10/28/2024	6:37:04 PM	-22.2
19	10/28/2024	6:43:04 PM	-22.5
20	10/28/2024	6:49:04 PM	-22.2

# Monthly Inventory IIS Reconciliation

WASHINGTON STATE IMMUNIZATION INFORMATION SYSTEM

Logged in: ELIZABETH PARRISH

Organization/Facility:

Date: June 23, 2025

Facility Display Name:

**Reconcile Inventory**

Vaccine	Lot Number	Exp Date	Quantity on Hand	Physical Inventory	Adjustment (+/-)	Category	Reason	Funding Source	Inactive	Add Row
Hep B Ped/Adol - Preserv Free (Engerix, Recombivax)	7NX57	12/12/2026	262	<input type="text"/>	0.00	--No Category Required	--No Reason Required--	PUB	<input type="checkbox"/>	+
RSV, mAb, nirsevimab-alip, 0.5 mL, neonate to 24 months (Beyfortus)	UK222AA	02/28/2026	19	<input type="text"/>	0.00	--No Category Required	--No Reason Required--	PUB	<input type="checkbox"/>	+
RSV, mAb, nirsevimab-alip, 1.0 mL, neonate to 24 months (Beyfortus)	UK171AA	09/30/2025	34	<input type="text"/>	0.00	--No Category Required	--No Reason Required--	PUB	<input type="checkbox"/>	+

Inventory Last Submitted: 06/02/2025

Vaccine Administered Report Last Submitted: 03/01/2021

Please Submit your Monthly Vaccine Administered Report before reconciling your vaccines.

Print Reset Save Submit Monthly Inventory

1 →

← 2

3 →

# Tool: Monthly Inventory Reconciliation Worksheet

1. Select the Print button at the bottom right of the Reconciliation screen to print the reconciliation worksheet
2. Take the worksheet to your clinic's fridge or freezer and count your physical inventory
3. Write your fridge/freezer counts in the Physical Inventory column
4. Ideally the Quantity on Hand should match your Physical Inventory
  - Document any discrepancies on the reconciliation worksheet
5. Use the [Vaccine Loss Log](#) to track any wasted, spoiled, or expired vaccine throughout the month

Reconciliation Worksheet								
Organization: Facility:								
Vaccine	Lot Number	Exp Date	Quantity on Hand	Physical Inventory	Adjustment	Reason	Funding Source	Inactive
Hep B Ped/Adol - Preserv Free (Engerix, Recombivax)	7NX57	12/12/2026	262				PUB	
RSV, mAb, nirsevimab-alip, 0.5 mL, neonate to 24 months (Beyfortus)	UK222AA	02/28/2026	19				PUB	
RSV, mAb, nirsevimab-alip, 1.0 mL, neonate to 24 months (Beyfortus)	UK171AA	09/30/2025	34				PUB	

# Special Follow-up Situations

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Resolve  
Temperature  
Excursions

Complete Special  
Follow-up

(Doses Outside of Age Range,  
Vaccine Loss Log, Site Visit  
Action Items)

# Resolve All Temperature Excursions

- Unreported temperature excursions need to be resolved
  - Best practice: report temperature excursions when they happen to avoid ordering delays
- Complete a Vaccine Viability Survey via your REDCap portal
- Any required follow-up will be requested via REDCap or Storage and Handling will reach out directly by email

WASHINGTON STATE · OFFICE OF IMMUNIZATION  
Adult and Childhood Vaccine Programs

Washington State Department of HEALTH

Adult Vaccine Program: [waadultvaccines@doh.wa.gov](mailto:waadultvaccines@doh.wa.gov) Childhood Vaccine Program: [wachildhoodvaccines@doh.wa.gov](mailto:wachildhoodvaccines@doh.wa.gov) | (360) 236-2829

### Vaccine Temperature Excursion Guide

Notify the primary or backup vaccine coordinator immediately if you discover a temperature excursion.

Bag the affected vaccines and place a label on them saying "DO NOT USE." Do not discard these vaccines or remove them from the storage unit.

Document the details of the temperature excursion including the:

- Date, time, and name of person completing report, description of the event, storage unit temperature, inventory vaccines affected
- Determine the length of time the vaccine has been out of range including any previous temp excursions

After manufacturer determination:

- Note date and length of time out of range on vaccine boxes
- Document the excursion via your REDCap portal including manufacturer determination and case number(s)/PDFs or emails of stability information

Contact the vaccine manufacturers. Be prepared to provide documentation and data logger information. Follow manufacturer guidance based on viability of vaccines. Record and save any case numbers or PDFs/emails of stability information.

If manufacturer guidance is unclear or states that providers can use their discretion to continue to use the vaccine, you must contact the DOH Childhood/Adult Vaccine Program at [WACHildhoodVaccines@doh.wa.gov](mailto:WACHildhoodVaccines@doh.wa.gov) or [WAAdultVaccines@doh.wa.gov](mailto:WAAdultVaccines@doh.wa.gov) Providers

Determine and address what caused the temperature issue.

- Check the basics, including the power supply, the unit door, and thermostat settings.
- If the excursion was the result of a temperature fluctuation, follow guidance on adjusting the storage unit temperature to the correct range.
- If the thermometer failed, implement your back-up thermometer. If the storage unit failed, implement your emergency plan.
- If vaccines were moved to another unit please provide 3 days stable temps in range before moving vaccines back into unit.

Manufacturer Contact Numbers (Click links for online tools where available)	
<a href="#">AstraZeneca (Medimmune)</a>	877-633-4411
<a href="#">Bavarian Nordic</a>	844-422-8274
<a href="#">Dynavax Technologies</a>	844-375-4728
<a href="#">GlaxoSmithKline</a>	888-825-5249
<a href="#">MassBiologics (Grifols)</a>	617-474-3000
<a href="#">Merck</a>	800-672-6372
<a href="#">Moderna</a>	866-663-3762
<a href="#">Novavax</a>	855-239-9174
<a href="#">Pfizer</a>	800-438-1985
<a href="#">Sanofi Pasteur</a>	800-822-2463
<a href="#">Seqirus</a>	855-358-8966
VBI	<a href="mailto:Quality@bivaccines.com">Quality@bivaccines.com</a>

# Submitting Follow-Up Excursion Information

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- Check your email for temperature log approval or requested follow-up
  - We aim for reviewing within a week of submission
- The REDCap email may contain information about the specific storage unit and any issues found
- Submit all information through your REDCap portal link
- Providers have seven days to submit requested follow-up before pending orders are denied



# Complete All Special Follow-up

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Complete all follow up requested by the Childhood Vaccine Program regarding:

- Doses Outside of Age Range Survey
- [Vaccine Loss Log](#) for vaccine loss of more than \$2500 in one month
- Site Visit follow-up action items

# Reporting Tips

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Keep provider agreement updated



Establish a monthly routine



Carefully record temperature logs and submit in REDCap



Report temperature excursions promptly and completely



Complete inventory monthly



Be on the lookout for CVP email messages

# KNOWLEDGE CHECK #1

# Order Approval Process



# Tool: Reducing Vaccine Waste Toolkit

[Training Video](#) | [PDF](#)

## 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.

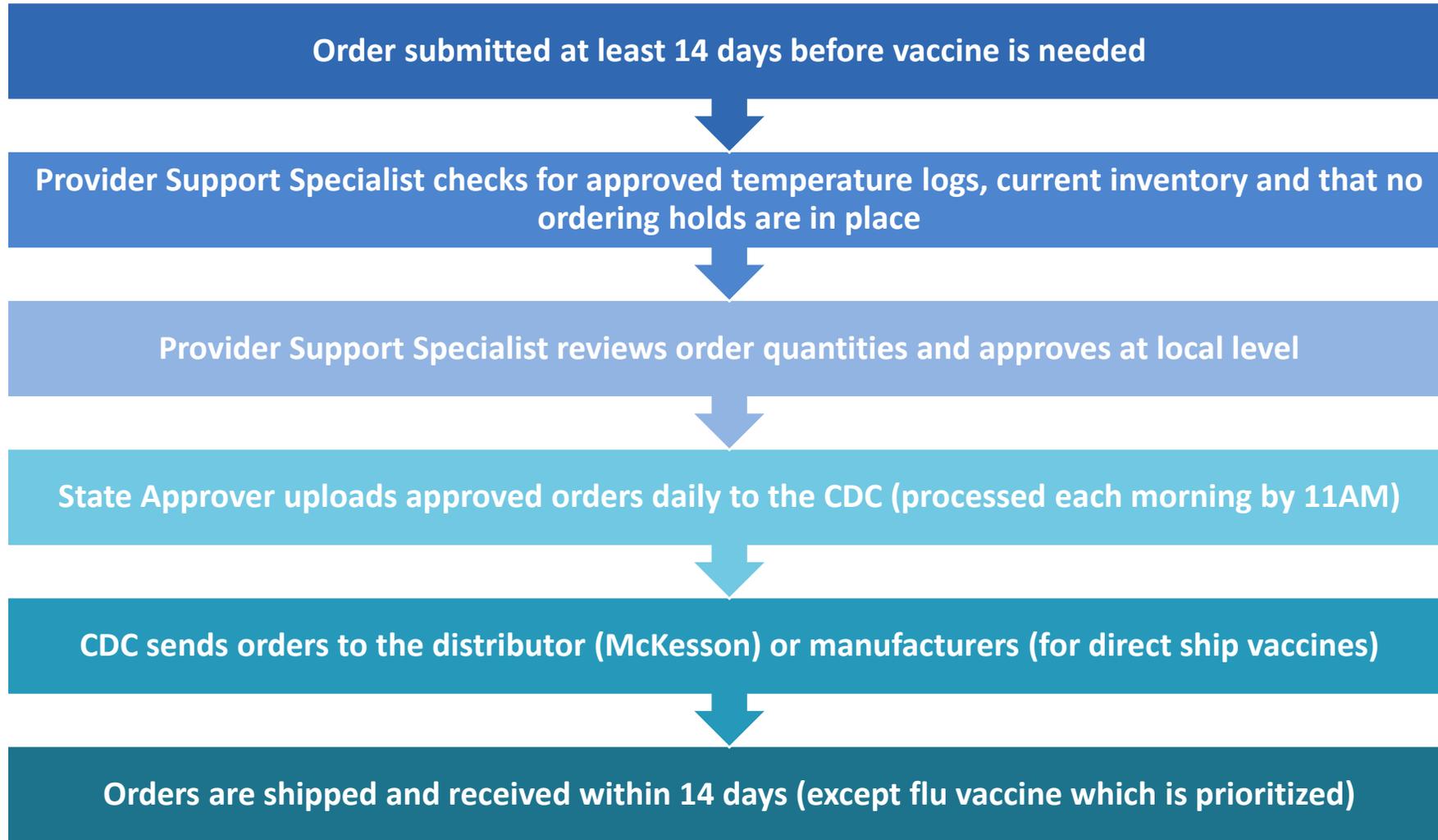
### Utilizing the Provider Map:

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.

# How We Process Your Orders



# Checking Order Status

1. Viewing the vaccine order status shows where an order is in the approval process; this screen also shows backorders, denied orders, inbound/outbound and rejected transfers
2. Login, select Orders/Transfers in the left menu, and then select Create/View Orders.
3. Current orders are listed in the Inbound Orders section with the following details
4. Use the arrow button to select and view additional details for a specific order.



Current Order/Transfer List					
Inbound Orders					
Select	Order Number	PIN	Submit Date	Approval Date	Status
-->	362025	123456	06/18/2025	06/20/2025	Approved

# Tool: Vaccine Ordering and Receiving Guide

## Understanding Your Order Status

Status	Detail
<b>Saved</b>	The order was started and saved, but not submitted. Saved orders can be submitted by clicking the arrow button to open the order and then selecting <b>Submit</b> . You may also delete the order if you do not want to submit.
<b>In Manual Review</b>	The order was submitted and is awaiting DOH review.
<b>Pending Approval</b>	The order is being reviewed by approver and is waiting to be submitted to the state.
<b>State Manual Review</b>	The order is waiting for state approval.
<b>Pending State Approval</b>	The order is waiting for state review and approval.
<b>Shipped</b>	The order was shipped and is in route to the provider. Shipments can be received into inventory when an order status says shipped.
<b>Received</b>	The order was electronically received by the provider in the IIS. The provider's inventory ( <b>Reconciliation</b> screen) is automatically updated with the received vaccines. The order is removed from the inbound orders list and can be viewed using the search history function.
<b>Archived</b>	Historical orders are archived by the state and removed from the inbound orders list. Archived orders can be viewed using the search history function.
<b>Backordered</b>	The order is temporarily held by the state. These orders are not yet processed for shipment.
<b>Denied</b>	The order is not approved and the vaccines in the order are not processed for shipment. The provider can delete the denied order.
<b>Approved</b>	The order has been approved by the state and has yet to be sent for fulfillment.

# When/How to Reach Out for Help

Issue	How to Get Help
Your order has been approved but has not shipped within two weeks	 <a href="mailto:wachildhoodvaccines@doh.wa.gov">wachildhoodvaccines@doh.wa.gov</a>
You haven't received local approval in 3-5 days, and your status is "awaiting local approval status"	 <a href="mailto:wachildhoodvaccines@doh.wa.gov">wachildhoodvaccines@doh.wa.gov</a>
Your order is denied	Look in the order page for a reason and necessary follow-up OR  <a href="mailto:wachildhoodvaccines@doh.wa.gov">wachildhoodvaccines@doh.wa.gov</a>
You need assistance knowing how much vaccine to order	<ul style="list-style-type: none"><li>• <a href="#">Downloadable ROQ Calculator (Excel)</a></li><li>• <a href="#">Patient Detail Report</a></li><li>• CVP Training: How to Reduce Vaccine Waste and Ordering to Prevent Waste <a href="#">Video</a>   <a href="#">PDF</a></li></ul>

# Ordering Tips

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Review vaccine delivery information



Always maintain a 30-day safety stock



Don't wait until you're out of vaccine to order



Use Recommended Ordering Quantity calculator to order the right amount of vaccine



Anticipate delivery delays

## KNOWLEDGE CHECK #2

# Tools and Resources

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- [Childhood Vaccine Program](#)
- [Childhood Vaccine Program Training](#)
- [Vaccine Coordinator Quick Start Guide](#) [English](#) / [Spanish](#)
- [Temperature Reporting Guide](#)
- [Guide to Using the Provider Portal in REDCap](#)
- [Search, Add, Reconcile & Report Inventory](#)
- [Vaccine Loss Log](#)
- [Temperature Excursion Guide](#)
- [Reducing Vaccine Waste Toolkit](#)
- [CVP Training: How to Reduce Vaccine Waste](#) [Video](#) | [PDF](#)
- [Vaccine Ordering and Receiving Guide](#)
- [ROQ Guide](#)
- [ROQ Calculator](#) (downloadable Excel file)
- [Patient Detail Report](#)

# Questions?

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Childhood Vaccine Program Main Contact Information

[WAChildhoodVaccines@doh.wa.gov](mailto:WAChildhoodVaccines@doh.wa.gov)

Phone: (360)236-2829

Fax: (360)236-3811



To request this document in another format, call 1-800-525-0127. Deaf or hard of hearing customers, please call 711 (Washington Relay) or email [doh.information@doh.wa.gov](mailto:doh.information@doh.wa.gov).

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