

CONTINGENCY PLANS FOR VACCINE STORAGE & HANDLING

**BE PREPARED FOR AN EMERGENCY. USE THESE CHECKLISTS IN THE EVENT OF A POWER
OUTAGE/ELECTRICAL DISRUPTION OR REFRIGERATOR MALFUNCTION.**

HAVE A PLAN READY

- Designate a staff member and alternate(s) to initiate response to power outages/electrical disruptions or refrigerator malfunctions. My emergency contact list:

Primary emergency contact name and phone #: _____

Secondary emergency contact name and phone #: _____

- If possible, establish a refrigerator connected to a backup generator.
- Have insulated coolers and packaging materials (e.g., hard-sided cooler, icepacks, ice blankets and a digital min/max thermometer) available for temporary vaccine storage.
- Additional packaging supplies can be obtained free of charge from your local vaccine pick up location: _____

For Power Outages/Electrical Disruptions:

- Contact York Region Public Health immediately at **1-877-464-9675 ext. 74065**. Support is available after hours, during weekends and statutory holidays.
- Check the digital thermometer to ensure temperatures are within +2.0°C to +8.0°C.
- Document the current, minimum and maximum temperatures.
- Do not open the refrigerator door.
- If anticipating a temporary power outage (<4 hours), do not open the fridge door until power is restored. If temperatures increase to +7.0°C, place ice packs in the refrigerator ensuring they are not in direct contact with the vaccines to help stabilize temperatures.
- Continuously monitor and document refrigerator temperatures to ensure that it is within the acceptable range of +2.0°C to +8.0°C.

PUBLIC HEALTH

1-877-464-9675 ext. 74033
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- In the event that the temperature in the refrigerator increases close to +8.0°C, begin preparing your transport cooler as per the Vaccine Storage and Handling Guidelines (pg. 16-17).
- If refrigerator temperatures reach +8.0°C, move vaccines to the prepared transport cooler (confirm the cooler temperature is between +2.0°C to +8.0°C) for temporary storage. Continuously monitor and document temperatures.
- Do not under any circumstances take publicly-funded vaccines home for storage.

For Refrigerator Malfunctions:

- Contact York Region Public Health immediately at **1-877-464-9675 ext. 74065**. Support is available after hours, during weekends and statutory holidays.
- If available, move vaccines to an alternate temperature-monitored refrigerator that is within +2.0°C to +8.0°C.
- If no alternate refrigerator is available, prepare your transport cooler as per the Vaccine Storage and Handling Guidelines (pg. 16-17) for temporary storage and follow directions from York Region Public Health staff.

How to proceed when the electricity supply to the refrigerator is restored:

- Record the time and refrigerator temperature when the electricity supply is restored, and again when the thermometer reading is within +2.0°C to +8.0°C. It is now safe to return vaccines back to the refrigerator.
- Call York Region Public Health immediately at **1-877-464-9675 ext. 74065** to report any exposures to temperatures below +2.0°C and/or above +8.0°C to ensure the vaccines are safe to administer to your patients.

If the temperature has gone outside of +2.0°C to +8.0°C range:

- Contact York Region Public Health immediately at **1-877-464-9675 ext. 74065**. Support is available after hours, during weekends and statutory holidays.
- Place a sign on the refrigerator that says “**DO NOT USE**”.
- Do not use or discard the vaccines until York Region Public Health has conducted an investigation and assessment on the viability of the vaccines.
- All vaccines need to be assessed to determine if the vaccine potency has been affected by storage temperatures below +2.0°C and/or above +8.0°C during the power outage/electricity disruption or refrigerator malfunction.