

Guidance regarding temperature excursions.

Take immediate action and follow the steps below.

- 1. Protect the viability of vaccine.** Until you get the manufacturer's Determination Report (see step 2) do not use the vaccine. Mark the vaccine "Do not use." If storage unit is not working, move vaccine to a working unit and refer to your vaccine management plan.
- 2. Request a Determination Report.** This report will tell you if the vaccine can be used or if it is spoiled. First, collect the information in steps two through four on the [Temperature Excursion Incident Report \(F-02257\)](#) and list the vaccine lot numbers affected. Then, contact the vaccine manufacturers and request a Determination Report.
- 3. Complete the Temperature Excursion Incident Report.** Use the information from the manufacturer's report to complete the remaining questions on the Temperature Excursion Incident Report. Also complete the Vaccine Return form, which is on page three of the Excursion Incident Report.
- 4. According to the manufacturer's Determination Report, is the vaccine viable (usable)?**

Yes

No

If vaccine is determined to be viable (usable) by the manufacturer, return the vaccine to the original storage unit, and continue using the vaccine according to the Determination Report.

If vaccine is nonviable (spoiled), email the Temperature Excursion Incident Report, Determination Report, and Vaccine Return form, to VFC@WI.GOV and copy your regional immunization advisor or Vaccines for Children (VFC) site monitor.



Remember to address the cause of the excursion. For example, if the unit malfunctioned, contact a repair service; or if human error occurred, provide appropriate training to prevent the error from happening again.

