



# Vaccines For Children (VFC) Temperature Excursion Report



Complete and submit this report each time temperatures have gone out of range for state-supplied pediatric vaccine (includes routine storage/handling, transport, temporary use units, mass/off-site clinic).

(Shipment excursion from McKesson, vaccine manufacturer or Alaska Immunization Program? Contact Alaska Immunization Program inventory support staff.)

### In the event of an excursion:

- Immediately mark vaccine “Do Not Use”.
- Take immediate steps to store vaccine at appropriate temperature. If applicable, use your emergency plan. (See CDC [transport instructions](#) if vaccine is to be moved.)
- Contact [manufacturer\(s\)](#) to determine vaccine viability after downloading temperature monitoring device data.
  - Nonviable vaccine: Remove from unit (quarantine to prevent usage); [reconcile inventory](#); [return/discard](#) appropriately.
  - Viable vaccine: On vaccine package, identify excursion and write shortened expiration date, rotate stock accordingly.

Facility Name: \_\_\_\_\_ PIN: \_\_\_\_\_ Report Date: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Date(s) of excursion(s): \_\_\_\_\_

Was vaccine visibly marked “Do Not Use” upon discovery to prevent administration prior to determining viability?	Yes	No	
Did you place the vaccine in a unit to be stored in proper conditions, if applicable?	Yes	No	N/A
Did you contact the vaccine manufacturers to determine vaccine viability?	Yes	No	
Was any vaccine determined to be no longer viable?	Yes	No	

Event	Door left open	Unit unplugged	Unit mechanical failure
	High activity (inventory, etc.)	DDL usage error	Monitoring device failure
	Unit temp adjustment	Vaccine storage error	Power failure
	Defrost cycle	Other (explain):	

Describe incident in detail

Describe actions taken; and implementations made to prevent incidents in the future as applicable

- Keep a copy of this report for your records for a minimum of three years.
- Email completed report to [vfc@alaska.gov](mailto:vfc@alaska.gov) (or fax to 562-7802).
  - Include in subject line: facility PIN, facility name, and "VFC temperature excursion report" to ensure appropriate processing.