The Yukon Immunization Program (YIP) requires all health centres to report a cold chain break to the Immunization Program and quarantine the product until further direction is provided. When submitting a cold chain break, please complete **all sections** of the incident report form and ensure that the actions listed below are complete. Please submit the completed report form to immunizationprogram@yukon.ca for further direction.

SECTION A – HEALTH CENTRE INFORMATION	
Health centre:	Date of report:
Report completed by:	Alternative Contact:
Contact Information: (Phone): (Fax):	Alternative Contact Information: (Phone): (Fax):
Incident Report Number (YIP use only):	

Action 1: Take action when vaccines or biologics have been exposed to temperatures < +2°C or >+8°C

Action 2: Separate affected vaccines or biologics in a separate container (paper bag) marked "DO NOT USE" and place in a well-functioning monitored refrigerator or cooler until further instruction is provided on what to do with the vaccines. Note: quarantined products should be stored according to the instructions found on each product page (see, Yukon Immunization Manual).

The vaccines and biologics may still be viable. Do not assume that the product cannot be salvaged.

Action 3: Record the list of exposed vaccines and/or biologics on the next page:

SECTION B – DESCRIPTION OF EXPOSED VACCINES AND BIOLOGICS						
Name of Vaccines/Biologics	**Manufacturer**	**Lot Number**	**Expiry Date**	**Quantity (doses)**	**Previous exposure (Y/N)?**	**Recommendation from Manufacture** *(YIP Use Only)*

*See appendix A for additional page(s) if needed

Action 4: Identify duration of exposure to undesirable storage temperatures and identify why the cold chain failure occurred.

SECTION C – DESCRIPTION OF OCCURRENCE AND TEMPERATURES					
	Date	**Time**	**Current Temp**	**Minimum Temp**	**Maximum Temp**
When break discovered					
When temp last checked					

SECTION C (CONTINUED) – DESCRIPTION OF OCCURRENCE AND TEMPERATURES

Duration of exposure (in estimated hours): _____

Cause of occurrence:

- ☐ Equipment malfunction
- ☐ Electricity disconnected
- ☐ Power failure
- ☐ Human Error
- ☐ Other, specify: _____

Action 5: YIP will contact the specific manufacturer (in Canada) for immediate advice on whether or not the vaccines or biologics can be used. YIP will indicate the manufacturer recommendations on the table in Section B and advise the clinic of next steps.

SECTION D – TEMPERATURE MONITORING AND REFRIGERATOR INFORMATION

Is the refrigerator temperature monitored?

- ☐ No
- ☐ Yes

If yes, indicate the type of thermometer used:

- ☐ Other
- ☐ Min/max thermometer
- ☐ Continuous temp data logger

Is temperature recorded:

- ☐ No
- ☐ Yes

Indicate the frequency of temperature monitoring:

- ☐ Twice daily on working days
- ☐ From time to time
- ☐ Daily on working days
- ☐ Other, specify: _____

Indicate the type of fridge:

- ☐ Lab style
- ☐ Bar style fridge
  - Age in years: _____
- ☐ Domestic
- ☐ Other, specify: _____

(If applicable) Cold chain failure during transport to and during off-site clinics

Indicate type of carrier (cooler):_____

Type of cold chain monitor used:

- ☐ Continuous temperature data logger
  - Duration of exposure (in estimated hours):_____
- ☐ Cold mark:
  - ◯ Clear
  - ◯ Pink/cloudy

  Maximum Temperature: _____ Minimum Temperature: _____
- ☐ Warm mark:
  - ◯ How many round indicator windows are partially or completely pink/red?

    _____

SECTION E – ACTIONS TAKEN FOLLOWING RECOGNITION OF OCCURRENCE

Action 6: Consultation with YIP is required:

1. To discuss the occurrence
2. To review what products are viable

3. To discuss appropriate disposal procedures (either discarded into an appropriate biological waste container or returned to WGH)
4. For approval to order replacement product.
5. If product can be returned contact the Yukon Immunization Program for return instructions.

Action 7: If there has been a cold chain break, receive the contents of the container that experienced the cold chain break into CCQ HP within the Panorama Inventory Module. Once YIP has given guidance on viability, vaccines can be moved from CCQ back into OP REF or OP FRZ. For guidance on Panorama inventory functions refer to the QRGs found in the G drive.

Action 8: Vaccines and biologics deemed useable must **be clearly identified with a Red Dot or label**, as having been exposed to a cold chain failure, date, and length of exposure in hours and ensure these products are **used first**.

Appendix A: Additional space for recording vaccine information

SECTION B – DESCRIPTION OF EXPOSED VACCINES AND BIOLOGICS						
Name of Vaccines/Biologics	**Manufacturer**	**Lot Number**	**Expiry Date**	**Quantity (doses)**	**Previous exposure (Y/N)?**	**Recommendation from Manufacture** *(YIP Use Only)*

SECTION B – DESCRIPTION OF EXPOSED VACCINES AND BIOLOGICS						
Name of Vaccines/Biologics	**Manufacturer**	**Lot Number**	**Expiry Date**	**Quantity (doses)**	**Previous exposure (Y/N)?**	**Recommendation from Manufacture** *(YIP Use Only)*