

Minnesota Department of Health (MDH) Vaccine Transfer Record

Don't let vaccine go to waste! You must transfer MDH vaccine that will expire within three months that you cannot use to another provider where it can be used before it expires. Notify MDH of the transfer by completing and emailing (health.mnvfc@state.mn.us) or faxing (651-201-5501) this form to us.

Instructions:

- Only full, sealed vials or unopened prefilled syringes can be redistributed.
- Once a MnVFC-enrolled site has been identified, call them to make sure they can store and use the vaccine and that someone will be there to receive it.
- Keep one copy of this form, enclose one copy with the vaccine, and send one copy to us via email (health.mnvfc@state.mn.us) or fax (651-201-5501).
- Whether you are sending or receiving a vaccine transfer, you must keep your copy for three years.
- Follow CDC and manufacturer specifications for maintaining the recommended temperature range during transport of vaccine.
- Guidance for packing and transporting vaccine is available in the Transporting Refrigerated Vaccines document from [EZIZ](http://eziz.org/resources/storage-handling-job-aids/) (<http://eziz.org/resources/storage-handling-job-aids/>).
- If you have frozen vaccines (MMRV and varicella) that you cannot use, call MDH at 651-201-5522 for additional guidance.

Name and address of site SENDING vaccine:		MnVFC PIN:	Signature/Title:	Date:
Name and address of site RECEIVING vaccine:		MnVFC PIN:	Signature/Title:	Date:
Vaccine type:	NDC# *:	Lot number*:	Expiration date:	Number of doses:
Vaccine type:	NDC# *:	Lot number*:	Expiration date:	Number of doses:
Vaccine type:	NDC# *:	Lot number*:	Expiration date:	Number of doses:
Vaccine type:	NDC# *:	Lot number*:	Expiration date:	Number of doses:
Temperature during transport:	Condition of vaccine upon receipt:			

*Located on the box.

For more information, contact the MnVFC program:
651-201-5522 or 1-800-657-3970
Email: health.mnvfc@state.mn.us