

Minnesota Department of Health (MDH) Nonviable Vaccine Form

- After you have determined what vaccine is nonviable, remove the vaccine from the storage unit and mark it “nonviable” to avoid unintentional use.
- Complete this form making sure to:
 - State the reason vaccine is nonviable – see nonviable vaccine code reasons*,
 - Make a copy of the completed form for your records,
 - Include the original form with the vaccine to be returned and pack the vaccine to protect it from breakage, and
 - Send a copy of this form to MDH via email (health.mnvfc@state.mn.us) or fax (651-201-5501).
- MDH will contact McKesson Specialty Distribution to coordinate a UPS pickup within one to two weeks. No refrigerated gel packs needed.
- **All** vaccine received through MDH that becomes nonviable (i.e., spoiled or expired) or lost must be reported to MDH.
- Spoiled or expired product in its original vial or pre-filled syringe must be returned to McKesson Specialty Distribution within six months of expiration.
Do not return any vaccine, including influenza, prior to the expiration date.

Site name:		Date:		MnVFC PIN:	
Vaccine coordinator:		Telephone:		MnVFC PIN of site where vaccine should be picked up (if different from PIN above):	
Email:		Fax:			
Vaccine type	NDC (located on the box)	Lot number (located on the box)	Expiration date	Number of doses	Nonviable vaccine code reason* (If #10, state reason below)

Items to be disposed of at your site

Report these items to MDH and properly dispose of them at your site (no pick up will be scheduled):

- syringes drawn up but not used,
- any used syringes with or without needles attached,
- broken vials,
- any multidose vial from which some doses have already been withdrawn, or
- any doses that are more than six months past expiration date.

*Nonviable vaccine code reasons:

1. Expired vaccine
2. Failure to store properly upon receipt
3. Mechanical failure
4. Natural disaster/power outage
5. Recall
6. Storage unit too cold
7. Storage unit too warm
8. Vaccine spoiled in transit (freeze/warm)
9. Spoiled - other
10. Other, please state reason