

# Vaccination at Satellite, Temporary, or Off-site Locations

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Satellite, temporary, or off-site locations, in collaboration with community or mobile vaccinators and pharmacies, may provide equitable access for COVID-19 vaccination. There are some specific requirements for off-site events, including:

- Clinical staff responsible for storage, handling, and administering vaccine should be the primary organizers of any off-site events.
- The amount of COVID-19 vaccine transported (not shipped) to the site should be based on the anticipated number of COVID-19 vaccine recipients. Vaccine must be transported with equipment to monitor the recommended temperature range for the vaccine (e.g., data loggers).
- Upon arrival at the COVID-19 vaccination site, vaccines must be stored correctly to maintain appropriate temperature throughout the day.
- Temperature data must be reviewed and documented according to CDC's COVID-19 Vaccine Storage and Handling Addendum in the [Vaccine Storage and Handling Toolkit \(www.cdc.gov/vaccines/hcp/admin/storage/toolkit/storage-handling-toolkit.pdf\)](http://www.cdc.gov/vaccines/hcp/admin/storage/toolkit/storage-handling-toolkit.pdf).
- At the end of the day, temperature data must be assessed prior to returning vaccine to fixed storage units to prevent administration of vaccines that may have been compromised. Any remaining vaccine that has stayed in the required temperature range can be returned to the vaccine storage unit.
- Take action on any COVID-19 vaccines exposed to out-of-range temperatures (temperature excursions) at any time. Refer to the “managing out-of-range temperatures (excursions)” section of the provider guide.

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## Helpful resources

Specific guidance and resources for planning and transporting COVID-19 vaccines efficiently and safely when it is necessary to administer vaccine at alternate sites.

- [Checklist for COVID-19 Vaccination at Satellite, Temporary, or Off-site Locations \(www.health.state.mn.us/diseases/coronavirus/vaccine/offlist.pdf\)](http://www.health.state.mn.us/diseases/coronavirus/vaccine/offlist.pdf)  
Checklist to use for planning and running a mobile vaccination site.

## VACCINATION AT SATELLITE, TEMPORARY, OR OFF-SITE LOCATIONS

- [Transporting COVID-19 Vaccines](http://www.health.state.mn.us/diseases/coronavirus/vaccine/transport.pdf)  
([www.health.state.mn.us/diseases/coronavirus/vaccine/transport.pdf](http://www.health.state.mn.us/diseases/coronavirus/vaccine/transport.pdf))  
Detailed guidance on moving, monitoring, and packing COVID-19 vaccines.
- [Preparing COVID-19 Vaccines for Administration](http://www.health.state.mn.us/diseases/coronavirus/vaccine/adminprep.pdf)  
([www.health.state.mn.us/diseases/coronavirus/vaccine/adminprep.pdf](http://www.health.state.mn.us/diseases/coronavirus/vaccine/adminprep.pdf))  
Considerations for preparing, withdrawing, labeling, and transporting COVID-19 vaccines.
- [COVID-19 Vaccine Temperature Monitoring and Documentation Form](http://www.health.state.mn.us/diseases/coronavirus/vaccine/offform.pdf)  
([www.health.state.mn.us/diseases/coronavirus/vaccine/offform.pdf](http://www.health.state.mn.us/diseases/coronavirus/vaccine/offform.pdf))  
Temperature monitoring form to keep for your records.
- [COVID-19 Vaccine: Redistribution and Off-site Vaccination Guide](http://www.health.state.mn.us/diseases/coronavirus/vaccine/vaxredistribution.pdf)  
([www.health.state.mn.us/diseases/coronavirus/vaccine/vaxredistribution.pdf](http://www.health.state.mn.us/diseases/coronavirus/vaccine/vaxredistribution.pdf))  
Specific requirements for anyone redistributing COVID vaccine. Includes ultra-cold vaccine requirements and optional Vaccine Transfer Record form for your own documentation.
- [COVID-19 Vaccine Temperature Monitoring Devices](http://www.health.state.mn.us/diseases/coronavirus/vaccine/devices.pdf)  
([www.health.state.mn.us/diseases/coronavirus/vaccine/devices.pdf](http://www.health.state.mn.us/diseases/coronavirus/vaccine/devices.pdf))  
Recommended types and features of continuous temperature monitoring devices for storing COVID-19 vaccine.
- [COVID-19 Mass Vaccination Site Planning Guide](http://www.health.state.mn.us/diseases/coronavirus/vaccine/massvax.pdf)  
([www.health.state.mn.us/diseases/coronavirus/vaccine/massvax.pdf](http://www.health.state.mn.us/diseases/coronavirus/vaccine/massvax.pdf))  
Can be used when planning large vaccination sites, especially when several organizations are involved.
- [Best Practices for Labeling Vaccine](http://www.health.state.mn.us/diseases/coronavirus/vaccine/label.pdf)  
([www.health.state.mn.us/diseases/coronavirus/vaccine/label.pdf](http://www.health.state.mn.us/diseases/coronavirus/vaccine/label.pdf))  
Guidance on labeling individual syringes for mass vaccination.



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