



Cold Chain Instructions for Sites

A staff member at your facility has noticed your fridge temperatures are **outside** of the +2.0 to +8.0 Celsius range. What are your next steps?

1. Stay calm.
2. Report the cold chain incident (CCI) to the Durham Region Health Department **immediately** by calling **905-668-4113, extension 3063**.
3. Complete the Health Department's [Vaccine Cold Chain Inventory Worksheet](#);^{*} fill out the top sections for fridge number and pages, and complete the white columns (first 5 columns to the left) of the worksheet page(s).
4. Fax completed **Vaccine Cold Chain Inventory Worksheet and temperature logs** to **905-666-6214** with **fridge number** on each page.
5. Place exposed vaccine in brown bag(s) and:
 - a. Label "DO NOT USE"
 - b. Write the fridge number on each bag
 - c. **Maintain vaccine within +2.0 to +8.0 Celsius range** (despite being in brown bags, based on your site's contingency plan) and continue to record temperatures twice daily, as they may still be deemed viable after the investigation.

If necessary, relocate vaccine to another site as per contingency plan.

6. Continue to monitor fridge temperatures twice daily (as this will determine if/when fridge becomes stable for vaccine storage). Therefore, two separate temperature logs should be documented during the cold chain break; one for the contingency vaccine storage and one for the fridge (label the top of each log accordingly).
7. The Health Department nurse will contact vaccine manufacturers and investigate the usability of exposed vaccine. After the investigation is completed, the nurse will provide direction for all exposed vaccines (i.e., usable/spoiled). **Do not use exposed vaccine until you have received investigation results.**

Reporting cold chain incidents is an important step in ensuring safe and effective vaccines are being administered to our community. This helps protect the especially vulnerable populations in our community.

^{*}Available via durham.ca/hcp; under "Reporting" section.
If you require this information in an accessible format, contact 1-800-841-2729.