

WHILE YOUR OFFICE IS CLOSED DURING VACATION VACCINE STORAGE AND HANDLING PROCEDURES

FACT SHEET

IMPORTANT: If you are keeping publicly funded vaccine in your vaccine fridge, temperatures must continue to be monitored twice a day while you are away.

You have two (2) options:

1. Keep the vaccine in your vaccine fridge

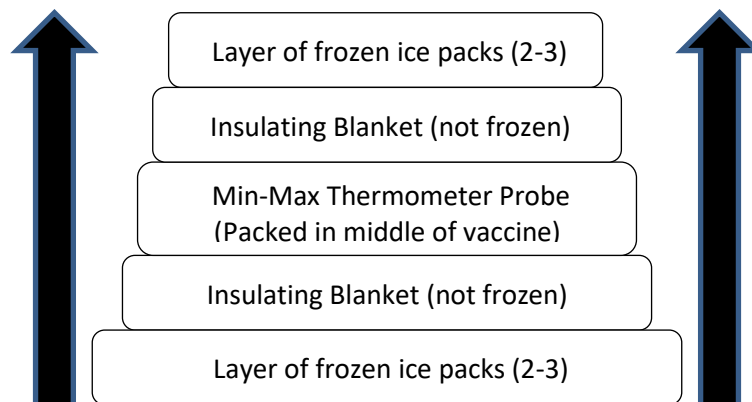
- Make arrangements to have backup staff come in twice a day to *read and record* your vaccine fridge temperatures.

2. Store your vaccine at CK Public Health

- Call CK Public Health Unit 519-355-1071 ext. 5900
- Arrange a “Vacation Hold” and your vaccine will be stored at CK Public Health while your office is closed.

If you choose to have your vaccine stored at the health unit while you are away the following things have to be completed or arranged.

- Your vaccine must be transported to us under proper cold chain conditions.
- Set up arrangements to have ***your office staff transport your vaccine*** to 177 King Street East, Suite 2, Chatham.
- Use the hard sided insulated cooler that was provided to you for transportation of vaccine (see packing instructions below).



Clinic Services

**177 King St. E., Chatham ON N7M 3N1
tel: 519.355.1071 fax: 519.355.0848**

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- The hard sided insulated cooler must be “conditioned” and have a temperature reading between +2°- +8°C **before** you pack the vaccine in the cooler.
- Your vaccine must be transported in the cooler with a min-max thermometer so that the vaccine temperatures are monitored during transportation.

When you return from holidays:

- Resume taking your vaccine fridge temperatures twice a day and record in your temperature log book.
- ***CK Public Health Unit must receive one week’s worth of vaccine fridge temperatures that are between +2°- +8°C before your vaccine can be picked up.***
- Please FAX the temperature log to CK Public Health at 519-355-0848 ATTENTION: VPD Team

When you pick up your vaccine:

- Your cooler must be “pre-conditioned” and have temperature readings between +2°- +8°C before we will put the vaccine in the cooler for transportation back to your office.
- The cooler must come with a min-max thermometer so that the vaccine temperatures are monitored during transportation.

If you have any questions please contact the VPD Intake Line at 519-355-1071 ext. 5900.

Relax and enjoy your holiday!