

Vaccine Storage & Handling Checklist

(Recommendations of the Florida Bureau of Immunization)

- Choose and train one person and one back up to be responsible for vaccine maintenance.
- Install lock/plug-guard on the electrical plug. Post warning notices at both the plug and at the circuit breaker.
- Use a maximum/minimum thermometer to monitor temperatures twice daily in both the refrigerator and the freezer. In the morning and in the afternoon, check that the minimum temperature in the refrigerator is not below 35°F (2°C), and the maximum is not above 46°F (8°C). Make sure the freezer maintains an average temperature of 5°F (-15°C) or below. Reset thermometers correctly after each reading.
- Use a refrigerator/freezer with separate doors. Dorm style units are not acceptable to store Varicella vaccine.
- In larger clinics, provide a source of back-up power and a security system to alert the appropriate personnel in the event of a power outage or refrigeration malfunction.
- Avoid storing blood, laboratory specimens, food or drinks in the refrigerator that is used for vaccine storage.
- Store ice packs in your freezer and bottled water in the refrigerator to help maintain a stable temperature and provide extra insulation.
- Store varicella vaccine in the freezer at 5°F (-15°C).
- Do not store vaccines in the refrigerator/freezer doors. Do not freeze diluents or vaccine (except varicella).
- Store vaccines together by type and with space between them for good circulation. Store VFC vaccines separate from other vaccines.
- Rotate vaccines. Store vaccines with shorter expiration dates to the front, longer expiration dates to the rear.
- When vaccines are out of the refrigerator, keep them cool with ice packs (but do not let vaccines other than varicella come in direct contact with ice packs) and protect MMR from the light.