Subject: FW: Johnson and Johnson and Moderna COVID-19 vaccines can be ordered by active, COVID-19 providers in ASIIS

On Thu, May 13, 2021 at 3:39 PM Arizona Department of Health Services <azhealth@public.govdelivery.com> wrote:

Johnson and Johnson and Moderna COVID-19 vaccines can be ordered by active, COVID-19 providers in ASIIS.

Before ordering COVID vaccines in ASIIS here are some things to think about:

Pfizer **(Age 12+)**

Minimum order size:

Pfizer 1170 doses

Pfizer 450 doses (not until later in May with very limited availability)

Cold Storage and Time:

- Ultra-low-temp freezer up to 6 months (-60ºC and -80ºC)

- Freezer up to 2 weeks (-15°C and -25° C)

- Refrigerator up to 5 days (2°C and 8°C)

- Shipper for up to 30 days with 6 dry ice recharges, replenish dry ice every 5 days
    - Comes with ONE dry ice recharge, sites must provide their own dry ice after that
    - Shipper can only be opened 2/day for up to 3 minutes
    - Once a tray is removed it has started the thawing process and cannot be put back in the shipper
    - Use the Controlant external data logger, included with the thermal shipping container, to monitor the temperature

- Link to ADHS Pfizer job aid; Dry Ice Handling/Recharge job aid

- Link to CDC Pfizer web page

- Return the shipping container with Controlant data logger after 30 days, using the shipping label provided

Moderna **(Age 18+)**

Minimum order size:

Moderna 100 doses (being phased out May 2021)

Moderna 140 doses (being phased in May 2021)

Cold Storage and Time:

- Freezer up to 6 months (-15°C and -25° C)

- Refrigerator up to 30 days (2°C and 8°C)

- Link to ADHS Moderna job aid

- Link to CDC Moderna web page

J&J Janssen **(Age 18+)**

Minimum order size: J&J Janssen 100 doses

Cold Storage and Time:

- Refrigerator up to 3 months (2°C and 8°C)

- Link to ADHS J&J Janssen job aid

- Link to CDC J&J Janssen web page

Training:

Prior to ordering vaccines, facility staff must be trained

- Weekly brown bag webinar for COVID-19 vaccine providers:

  - Tuesdays at Noon. Here is the link: https://meet.google.com/ixr-cpnx-bpp

- AIPO TRAIN courses (Enrollment key: PandemicProviders)

- Review job aids on AIPO website

- Review provider resources at ADHS COVID-19 Vaccine web page

Daily Tasks:

- Every day take a physical inventory count of doses in the cold storage units

  - Compare the physical count to ASIIS lot number reconciliation inventory

    - The inventories should be the exact same if doses given are entered properly in ASIIS. If you need to troubleshoot, use this job aid.

  - Enter the daily inventory into CDC VaccineFinder

- Temperature Monitoring
    - Twice per day monitor temperatures using the approved data logger
        - Document that you monitored temperatures using the paper temp log
            - Ultra low temp Celsius   Fahrenheit
            - Refrigerator Celsius   Fahrenheit
            - Moderna Freezer Celsius Fahrenheit
            - Document current, min, max, time, and initials
    - If there are out of range temperatures, stop using the vaccines and submit an incident report to the AIPO
    - Twice per month download and save the data logger data reports
        - Keep the data logger reports readily available for 6 years
        - Submit the data logger reports to the AIPO upon request
- Document doses administered in ASIIS within 24 hours
    - Shipments must be marked "received" in ASIIS prior to administration in order for the doses to decrement from the inventory

Prepare for current demand and no-shows:

- Demand is volatile

- Have a plan

- Only order what you need

- Avoid wastage

- Work with organizations you have good relationships with to provide their members vaccines

You are responsible for the doses you order

Sharing the Pfizer minimum order quantity:

- Both the sending and receiving providers will email data logger reports to ArizonaVFC@azdhs.gov

- Transfers must be approved in ASIIS prior to moving the doses

- Enter the transfer in ASIIS prior to moving the doses

    - Information you will need for ASIIS:
        - The organization and facility sending the doses_____
        - The organization and facility receiving the doses_____
        - The quantity_____

- The lot number_____

- When the doses arrive, mark them "received" in ASIIS. Do not administer doses before "receiving" them in the ASIIS inventory

- Only onboarded, active COVID-19 vaccine providers may receive COVID-19 vaccines

- Follow the USP transfer guidelines when packing the doses for transfer

- Once frozen doses have been thawed they cannot go back into a freezer

- Wherever the vaccines are, data loggers must be with them to monitor the temperatures

- The ancillary kit and diluent must also be transferred with the doses

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