

Clinic/Site Name:

Role	Name/Job Title	Phone Number(s) <i>(Cell/Home)</i>	Email Address
Primary Vaccine/TSMP Coordinator			
Alternate Vaccine/TSMP Coordinator			
Clinic/Site OIC			
Clinic/Site NCOIC/CPO			

In an emergency, contact the following people in the order listed:

Name	Job Title	Phone Number(s) <i>(Cell/Home)</i>	Email Address

Useful Emergency Numbers:

Resource/Service Name	Contact Person	Phone Number(s)	Email Address
U.S. Army Medical Materiel Agency- Distribution Operations Center (USAMMA-DOC) https://www.amlc.army.mil/USAMMA/ Distribution-Operations-Center-Vaccine/		301-619-4318/3017, DSN 343-4318/3017, 1-877-GET- VACC (877-438-8222), Option 2; After hour emergency: 301-676-1184	usarmy.detrick.usamma.mbx.doc@army .mil
Defense Logistics Agency-Troop Support Medical (DLA-TSM) https://www.medical.dla.mil/		215-737-5537/5365 DSN: 444-5537/5365	DSCPColdchain@dla.mil paacoldchainteam@dla.mil
Medical Equipment Repair Office			
Facilities Management Office			
Storage Unit Repair Company			
Temperature Monitoring System Company			
Generator/Battery Backup Repair Company			
DHA-Immunization Healthcare Specialist (IHS)			

Backup Storage Locations:

Alternate Facility	Address	Contact Person	Phone Number(s)

Emergency Supplies/Location:

Item	Location	Item	Location
Portable Storage Units			
Qualified Transport Containers			
Packing Materials			
Coolant Packs			

Instructions for entering clinic/site and/or building after hours and other pertinent information:

Before an emergency

- Identify an alternative storage facility with backup power or a generator where vaccine/TSMP can be stored (i.e. hospital, medical logistics, fire department, etc.).
- Obtain verbal or written consent to use the facility as a backup location and ensure the facility has appropriate storage capabilities per requirements.
- Ensure the availability of staff to pack and move vaccine/TSMP, and the availability at backup location.
- Ensure a means of transport for the vaccine/TSMP to the backup facility.
- Whenever possible, suspend vaccination activities BEFORE the onset of emergency conditions to allow sufficient time to pack and transport vaccine.
- Ensure that the alarm alert information is current. Program the listed contact information for emergency staff into the automated call system.

During an emergency

- Assess the situation. Keep all refrigerators and freezers closed and if possible, continue to monitor temperatures. If not, record the temperature as soon as possible after the power is restored and the duration of the outage and document this information.
- Determine the cause of the power failure and estimate the time it will take to restore power. If a time-frame for the restoration of power cannot be determined, **do not leave vaccine/TSMP in a non-working unit.**
- Notify key staff as listed on this Vaccine/TSMP Emergency Storage Plan.
- If the outage is expected to be long term (greater than 2 hours), transport the vaccine/TSMP to backup facility.

Emergency transportation

- Conduct an inventory before beginning transport and keep all vaccine/TSMP in original packaging.
- Package refrigerated and/or frozen vaccine/TSMP in a DoD validated transport container using the packing protocols for the transport container used found at <https://www.amlc.army.mil/USAMMA/Distribution-Operations-Center-Vaccine/Cold-Chain-Management/Cold-Chain-Management-Equipment/>
- Diluent should be transported with the vaccine at the appropriate storage temperatures.
- Upon arrival to backup facility, document transportation time, temperatures in transport container, and temperatures at the facility.
- Ensure the vaccine(s)/TSMP are placed into the appropriate storage unit, refrigerator and/or freezer.
- Do not place enclosed transport container with vaccine/TSMP directly into storage unit. Either open the top and remove coolant packs or remove vaccine/TSMP from container and place in proper storage unit.

After an emergency

- Do not discard or administer any affected vaccine/TSMP. Mark vaccine/TSMP as "DO NOT USE" and submit a DHA-177 to DLA-TSM and/or USAMMA-DOC for further instruction about the viability of the vaccine/TSMP (link to current version of form DHA-177 can be found at www.health.mil/coldchain).
- Record the temperature in the unit as soon as possible after power is restored. Continue monitoring until units are in range.
- Record the duration of the outage and maximum temperature observed on temperature logs.

Person Completing Plan: _____

Job Title: _____

Date: (YYYYMMDD) _____