

VACCINE TRANSFER & TRANSPORT FORM

TRANSFERRING/TRANSPORTING PROVIDER: Refer to South Dakota Immunization Program Policy #5 — VFC Vaccine Transfer & Transport.

Notify the Immunization Program Vaccine Management Specialist of the intent to transfer vaccines at (605) 773-4963. Fill out the table below completely. Keep the PINK copy of the form and send the WHITE and YELLOW copies along with the vaccine to the receiving provider.

Transferring or Transporting Clinic/Hospital Name: _____ VFC PIN #: _____

Signature of provider transferring vaccine (if transfer is taking place): _____ Date: ____/____/____

Signature of Person Transporting Vaccine: _____ Date: ____/____/____

Name of Vaccine	Manufacturer	Lot Number	Expiration	# Doses	Reason for Transport/Transfer:	
					Record time vaccine was removed from original storage unit.	
					Temperature on digital data logger after vaccine is packed for transport.	
					Record time vaccine is unpacked and placed in destination storage unit.	
					Temperature on digital data logger at the end of transport (from the digital data logger that traveled with the vaccine)	
					Minimum and maximum temperature during transport (from the digital data logger that traveled with the vaccine)	Minimum Temp: _____
						Maximum Temp: _____

RECEIVING PROVIDER: Upon receipt of vaccine, confirm the quantities and lot numbers in the table above. Complete this form and keep the YELLOW Copy.

Did this transfer/transport result in a temperature excursion? NO YES ⇨ If the vaccine experienced a temperature excursion during transfer/transport refer to South Dakota Immunization Program Policy #04 — VFC Vaccine Exposed to Abnormal Temperatures and the corresponding worksheet.

Receiving Clinic/Hospital Name (if applicable): _____ VFC PIN #: _____

Signature of Receiving Provider: _____ Date: ____/____/____

Mail WHITE Copy to: South Dakota Department of Health
 Attn: Immunization Management Specialist
 615 E. 4th St.
 Pierre, SD 57501

OR Fax to: (605) 773-4113

Immunization Program Contact Phone Numbers

Immunization Program Coordinator: (605) 773-5323
 Vaccine Management Specialist: (605) 773-4963
 Immunization Registry Coordinator: (605) 773-4783
 Immunization Community Educator: (605) 773-2664

