

## Reporting a Temperature Excursion For COVID-19 Vaccines Online Guidance

### Key Points

- All COVID-19 Vaccine Temperature Excursions **must** be reported to the ACC-Immunization Branch.
- When a temperature excursion is discovered, mark vaccines “DO NOT USE” and wait for further instructions before administering vaccines.
- Current VFC Providers that have COVID-19 vaccines in the same unit with VFC vaccines must also document the excursion in SIMON.

### Part 1: Provider Contact Information

1. Click on the link [Temperature Excursion For COVID-19 Vaccines](#) located on the South Carolina COVID-19 Vaccine Provider Guidance webpage.
2. Complete all Required Fields with contact information:

- **COVID PIN/ VFC PIN (if known)**
- **Clinic Name**
- **First and Last Name of Person Completing Report**
- **Reporting Person Email Address:** *All correspondence related to the temperature excursion will come to this email address*
- **Reporting Person’s Contact Number**

### Part 2: Temperature Excursion Details

1. Ensure that the affected vaccines have been marked “DO NOT USE.” If “No” is selected, this action must be completed to move forward with the incident intake form.

The screenshot shows a web form titled "Temperature Excursion Details" with a "Required" indicator. It contains two questions:

6. Have the affected vaccines been marked "DO NOT USE"? \*

Yes

No

7. Please mark affected vaccines "DO NOT USE" before continuing with this form. \*

Completed

2. Confirm whether any Moderna vaccines were affected, if yes, provide the number of doses.

3. Confirm whether any Pfizer vaccines were affected, if yes, provide the number of doses.
4. Confirm whether any other publicly funded vaccines were involved in the temperature excursion. If yes, provide the **brand, lot numbers, and number of doses** of the affected vaccines during the temperature excursion.
5. Confirm whether the vaccines are currently stored at in-range temperatures.
6. Provide the current location of the vaccines involved in the temperature excursion.
7. If the affected vaccines were administered to the patients, please provide an estimate for the number of patients.

16. Were the affected vaccine doses administered to patients? \*

Yes

No

17. Estimated number of affected vaccine doses administered to patients. \*

The value must be a number

8. Select the best scenario that fits the storage incident. If the options listed do not fit the scenario, please select “Other” and provide the scenario.
9. Provide a detail description on what caused the temperature excursion.

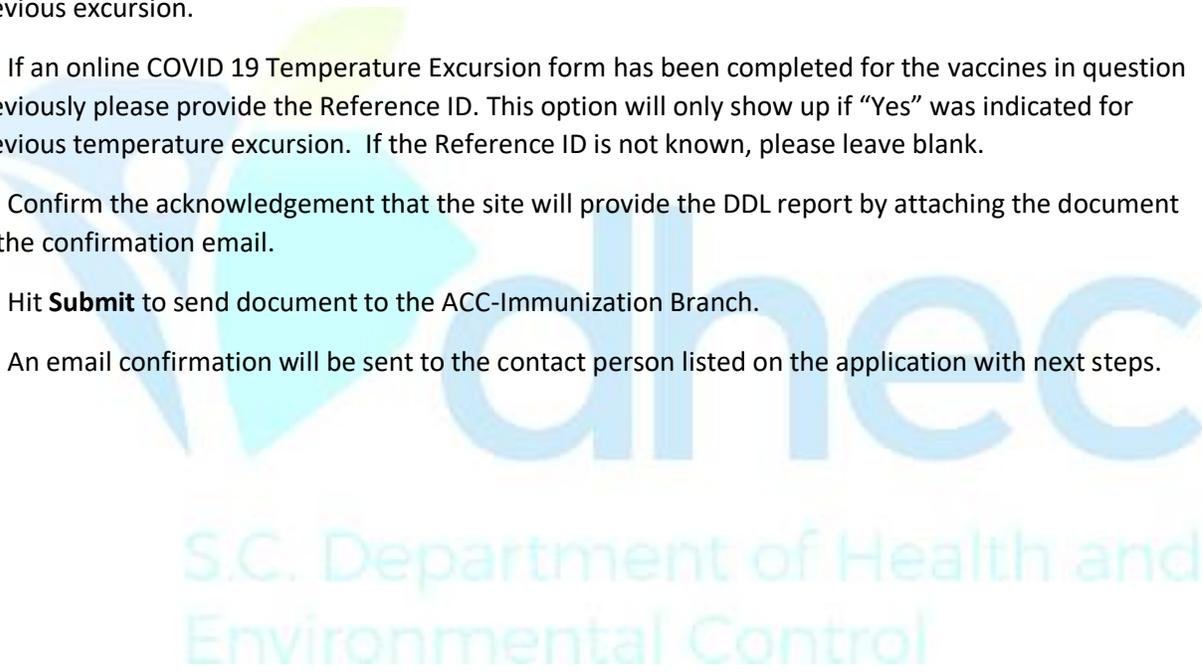
### Part 3: Digital Data Logger (DDL) Report

*When completing this section, please review the DDL report where the temperature excursion is recorded. **The provider will be required to submit the DDL report as an attachment to the confirmation email.***

1. Provide the date the temperature excursion started and ended.
2. Provide the unit of temperature that the DDL is recording: **Celsius** or **Fahrenheit**.
3. Provide the number of storage units that were involved in the temperature excursion that contained the affected doses.

**Please note: If there is more than one (1) unit that is involved in the temperature excursion the Storage Unit Heading will start numbering at the highest number of units selected. For example, if two (2) units are selected as being involved in the temperature excursion, the application will start with “Unit2” information. As long as all of the units are accounted for, the information for the storage units involved in the temperature excursion does not need to be in a specific order.**

4. For the 1<sup>st</sup> unit that was involved in the temperature excursion, if more than one, select the type of storage unit.
5. Provide the current temperature of the unit.
6. Total duration of the temperature excursion for unit being reported. This information can be written out. For example: 2 hours and 30 minutes
7. Select the best option on how the temperature was out of range.
8. If **“Too Warm”** is selected, provide the warmest temperature indicated on the DDL report. If **“Too Cold”** is selected, provide the coldest temperature indicated on the DDL report.
9. Provide the brand, lot number, and number of doses of the vaccines located in this unit.
10. Indicate if the vaccines were involved in a previous excursion. If yes, provide the date of the previous excursion.
11. If an online COVID 19 Temperature Excursion form has been completed for the vaccines in question previously please provide the Reference ID. This option will only show up if “Yes” was indicated for previous temperature excursion. If the Reference ID is not known, please leave blank.
12. Confirm the acknowledgement that the site will provide the DDL report by attaching the document to the confirmation email.
13. Hit **Submit** to send document to the ACC-Immunization Branch.
14. An email confirmation will be sent to the contact person listed on the application with next steps.

The image contains a large, light blue watermark logo for 'Wadnetec' and the text 'S.C. Department of Health and Environmental Control' below it. The logo features a stylized 'W' with a green and yellow sun-like shape behind it.