

Vaccines for Children (VFC) Program

Refrigerated Vaccine Transport Log



Complete this log when transferring vaccines to an alternate or back-up refrigerator, or when transporting to another provider/location

Data Logger must accompany vaccines

Temperature log must be downloaded and saved when transfer is complete

Transfer Information					
FROM Provider Name:		VFC PIN:		Transfer in NMSIIS sent?	Yes No n/a*
TO Provider Name:		VFC PIN:		Transfer in NMSIIS rec'd?	Yes No n/a*

*only when vaccines are **not** going to another site

Transfer Reason					
Circle and add notes if necessary					
Power Outage	Excess Supply	Short-dated	Storage unit malfunction	Building maintenance	Other/ Notes:

Vaccine Inventory and Temperature Monitoring Information

Print and attach your on-hand inventory from NMSIIS and the date, time, and initials of the staff member who verified the vaccine count prior to transport; also, mark any vaccine doses that have been previously transported

Transport Log and Notes: Please include specific dates and times of vaccine packing, transport, unpacking, etc.

Date:	Name/s of individuals performing transport tasks below (print):	Serial number of data logger used:			
Vaccine counted	Begin time and temp	End time and temp	Initials		
Vaccine packed per guidelines	Begin time and temp	End time and temp	Initials		
Vaccine transport	Begin time and temp	End time and temp	Initials		
Vaccine unpacked and stored	Begin time and temp	End time and temp	Initials		
Total Transport Time:	Notes:				

If transport temperatures exceed recommended ranges, **immediately** notify your Regional contact/s at the VFC program:

Metro Region	Northeast Region	Northwest Region	Southeast (a)	Southwest Region
505-383-0153	505-476-2622	505-841-8929 ext. 115	575-746-9819 ext. 6818	575-528-5186
505-383-0154	505-476-2643		Southeast (b)	575-528-5150
505-841-5890			575-397-2463 ext. 6516	