

NEBRASKA IMMUNIZATION PROGRAM VACCINE WASTE PROCESS

Vaccine waste is defined by the CDC as vaccine that cannot be returned for federal excise tax credit. This includes broken vials/syringes; vaccine drawn up but not administered; needle placed on syringe but vaccine not administered; lost or unaccounted for vaccine; and open vials that all doses are not administered. Wasted vaccine must be reported to the Nebraska Immunization Program on a monthly basis. Wasted vaccine should be appropriately disposed of by the clinic. **With the exception of open multi-dose vials, expired vaccines are not considered waste and should be reported to the Nebraska Immunization Program using the vaccine return process.**

The doses wasted process allows you to subtract doses from your inventory when vaccine has been wasted. The process will be completed on an as needed basis.

Begin the vaccine doses wasted process by going to Manage Inventory >> Show Inventory:

From your Manage Inventory screen you need to find the Trade Name and Lot Number for the vaccine that was wasted.

1. When you find the correct vaccine that was wasted click in the check box next to the Trade Name until the check appears.
2. After selecting the correct check box, click Modify QOH (quantity on hand). This is going to let you subtract the doses of vaccine that were wasted from NESIIS.

Manage Inventory

Add Inventory for Site (ABC Clinic).... Add Inventory

Modify Quantity On Hand for Selected Sites.... Modify QOH

Show Transactions for Sites.... Show Transactions

Print Inventory Data.... Inventory Report

Return to the Previous Screen.... Cancel

Site: ABC Clinic ▼

Funding Source: Both ▼ Show Active Inactive Non-Expired Expired

Select	Trade Name	NDC	Description	Lot Number	Dose Size	Inv On Hand	Active	Public	Exp Date
<input type="checkbox"/>	Boostrix	58160-0842-52	10 pack - 1 dose syringes	665544a	.5	5	Y	Y	10/10/2019
<input type="checkbox"/>	Certiva	--		3333333	.5	4	Y	Y	07/18/2016
<input type="checkbox"/>	Certiva	45687-4512-22	10pack - 1 dose vial	3333333	.5	9	Y	Y	07/18/2016
<input type="checkbox"/>	Cervarix	58160-0830-52	10 pack - 1 dose syringes	Y8JXFBJXY9	.5	10	Y	Y	02/09/2019
<input type="checkbox"/>	Comvax	00006-4898-00	10 pack - 1 dose vials	M2571	.5	4	Y	Y	10/23/2015
<input checked="" type="checkbox"/>	Fluarix Quadrivalent	58160-0900-52	10 pack - 1 dose syringes	AB123	.5	1	Y	Y	06/30/2020
<input type="checkbox"/>	Fluzone	49281-0394-15	10 dose vial	123	.5	6	Y	N	08/17/2027
<input checked="" type="checkbox"/>	Kinrix	58160-0812-11	10 pack - 1 dose vials	13579CDe	.5	9	Y	Y	07/06/2018
<input type="checkbox"/>	Kinrix	58160-0812-11	10 pack - 1 dose vials	13579CD	.5	2	Y	Y	07/06/2018

This is the same Modify Quantity screen that you have seen before in managing your inventory. From here you will be able to subtract the doses that were wasted and provide a reason.

3. Choose Subtract from the Action drop down list.
4. Enter the number of doses wasted under the Amount column.
5. From the Reason drop down box choose **Doses Wasted**. This will bring up the Details box for you to document what happened to the vaccine. Both of these boxes are required.
6. Enter the Transaction date.
7. When finished click Save.

Manage Inventory

Save Changes to Quantity On Hand for Selected Sites....

Return to the Previous Screen....

Save

Cancel

Modify Quantity On Hand for Selected Site(s)

Trade Name	NDC	Description	Lot Number	Inv On Hand	Action	Amount
Fluarix Quadrivalent	58160-0900-52	10 pack - 1 dose syringes	AB123	1	Subtract ▼	1
Reason		Details			Tran. Date	
Doses Wasted ▼		Lost or unaccounted for vaccine ▼			03/27/2015	

Trade Name	NDC	Description	Lot Number	Inv On Hand	Action	Amount
Kinrix	58160-0812-11	10 pack - 1 dose vials	13579CDe	9	Add ▼	
Reason		Details			Tran. Date	
Doses Wasted ▼		Broken Vial or Syringe ▼			03/27/2015	

When you finish subtracting the wasted vaccine from inventory, you will be redirected back to the Show Inventory screen where you can check to see that the dose(s) were subtracted.

Now that you have completed the first step in reporting wasted vaccine, you are ready to print the Transaction Summary Doses Wasted report so that you can send it to the Nebraska Immunization Program.

8. Click on **TRANSACTION SUMMARY** under the Inventory section of the menu panel.
9. At the Transaction Summary Report Criteria screen, choose a site from the pick list or choose All Sites Combined.
10. In the From field under Report Date Range, choose a starting date for your report using the MMDDYYYY format.
11. In the To field under Report Date Range, choose an ending date for your report using the MMDDYYYY format. This date range will give you all the wasted transactions for that period.

12. Select **PUBLIC ONLY** under the FUNDING TYPE.
13. Click on **DOSES WASTED** under REPORT TYPE.
14. Click **GENERATE REPORT** to view report.

The screenshot shows a web form titled "Transaction Summary Report Criteria". It contains the following fields and options:

- Site(s):** A dropdown menu with "ABC Clinic" selected. A red arrow points to this field.
- Report Date Range:** Two date input fields. The "From" field contains "03/01/2015" and the "To" field contains "03/31/2015". Red arrows point to both date fields.
- Funding Source:** Three radio button options: "Both" (selected), "Public Only", and "Private Only". A red arrow points to the "Public Only" option.
- Report Type:** Three radio button options: "Transaction Summary", "Doses Returned", and "Doses wasted" (selected). A red arrow points to the "Doses wasted" option.
- Generate Report:** A button located in the top right corner. A red arrow points to this button.

The Transaction Summary Doses Wasted report will appear as a pop-up, so you will need to make sure that the pop-up blocker is not turned on for NESIS.

The Transaction Summary Doses Wasted report is viewed through Adobe Reader. You will need to print out this report and send to the Immunization Program Office (fax: **402-471-6426**) or save it to your computer and send it as an attachment to dhhs.immunization@nebraska.gov . The Transaction Summary Doses Wasted report should only be printed in months that there are wasted doses of vaccine. The Transaction Summary Doses Wasted report should be submitted with your monthly Transaction Summary report.

To print this report click the print icon on the Adobe Reader toolbar and the print options box will pop up. From this options box, click Ok to print out report.

Should you have any questions, please contact the Nebraska Immunization Program at (800) 798-1696 or (402) 471-6423.