



Wasted and Expired Vaccine Return Form

Facility Name: _____ **VFC PIN:** _____ **Email:** _____ **Fax:** _____ **Date:** _____

Use this form to report nonviable VFC vaccine to the Immunization Program. Follow the instructions below depending on whether the vaccine is wasted or expired/spoiled. Nonviable vaccine must also be accounted for in imMTrax during inventory reconciliation. This form can be filled-out on a computer. To return, either FAX to 442-4848 or email to hhsiz@mt.gov by clicking the "Submit Form" button.

Wasted Vaccine—Any nonviable vaccine that cannot be returned to McKesson, including broken vials/syringes, vaccine drawn but not administered, and nonviable opened multi-dose vials.

1. Fill in the table below. Enter "10" in the Reason Code column. NDC number is required and can be found on the vaccine package or packing slip.
2. Return form to the Immunization Program.
3. Discard product per your facility guidelines.

Expired or Spoiled Vaccine—Any nonviable vaccine that can be returned to McKesson, including expired vaccine or vaccine spoiled due to cold chain failures or recalls. **DO NOT DISCARD EXPIRED/SPOILED VACCINE.** Do not return viable vaccine to McKesson.

1. Fill in the table below. Enter the most appropriate number in the Reason Code column. NDC number is required and can be found on the vaccine package or packing slip.
2. Indicate the number of shipping labels needed. One label per shipping container.
3. Return form to the Immunization Program.
4. Once the Immunization Program receives the form, McKesson will mail the requested number of UPS shipping labels within 7–10 business days and the Immunization Program will FAX or email a printout of the McKesson return information. Include this printout in the shipping container with your vaccine. PLEASE NOTE: The vaccine in the shipping container must match the information on the printout. Arrange for a UPS pickup of your shipping container.
5. Vaccines should be returned within 6 months of their spoilage or expiration date and within 3 weeks of receiving the return shipping label from McKesson. Please discard unused shipping labels

Vaccine Name	No of Doses	Lot No	Expiration Date	NDC Number	Reason Code	Comments

Number of shipping labels:
 (1 per shipping container):

- Reason codes:**
1. Expired vaccine
4. Refrigerator/Freezer too cold
7. Mechanical failure
10. Wasted
2. Natural Disaster/Power Outage
5. Failure to store properly upon receipt
8. Spoiled
3. Refrigerator/Freezer too warm
6. Vaccine spoiled in transit
9. Other (Please Explain)