

Covid-19 Vaccine Refrigerator Temperature Excursion Process



GENERAL PRACTICE
COVID19 VAX TEAM
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1. On discovering that the temperature of a fridge containing vaccine has gone outside of the 2°C – 8°C range required by the covid-19 vaccines ensure the pharmacist lead, nominated responsible person for vaccines, clinical lead and site manager are informed **immediately**.
2. Quarantine all stock inside the fridge pending the result of the investigation (clearly label)
3. Remove data logger, download data & review the temperatures recorded (email data as usual to Site Support so that it may be saved on the Here shared drive)
4. Complete the SPS 'Temperature Excursion Checklist'
(found here: <https://www.sps.nhs.uk/articles/managing-temperature-excursions-for-covid-19-vaccines/>)
5. Complete the SVOC incident report
(found here: <https://www.improvingaccessservices.co.uk/ehs-staff-resources/brighton-racecourse-gp-vaccination-hub/incidents-complaints-enquiries/>)
6. Once completed if you have access to Here Datix then please log incident and add Datix number to the Incident Reporting Form. If you don't have access to Datix then please ensure that one of the Here Site Support Staff completes this on your behalf.
7. Email the following to sxccg.incidents@nhs.net **urgently** (and within 24 hours) of the incident occurring:
 - Incident Reporting Form
 - SPS Temperature Excursion Reporting Checklist
 - Relevant Data from Data Logger

N.B. If further advice needed e.g. if temperature found to have been above 8°C for more than 20 minutes or for unknown duration, SVOC can provide further guidance on action to take.
8. Please copy in s.stafford@nhs.net; phalley@nhs.net; kathryn.steele2@nhs.net; helen.medoza@nhs.net