

Wasted Vaccine Record Multi-Dose Vial Only**Instructions**

Use this form only to report state supplied opened expired multi-dose vials of vaccine. Opened partial vials cannot be returned, dispose of the vial according to your clinic's policy and report the remaining doses using this form to the VFC program via email to vfc@dhs.wi.gov or you may fax the form to the Wisconsin Immunization Program at 608-267-9493.

All other vaccine wastage should be reported in WIR. The immunization program no longer requires wastage forms to be submitted to the program unless you have an expired multi-dose vial that is open.

Note: IPOL (multi-dose vial) may be used through the last day of expiration month and year printed on the box unless the vaccine has been compromised and determined non-viable by the manufacturer. The Joint Commission has exempted the 28 day rule for all vaccines, except COVID-19 vaccines, and suggest discarding the vaccine per the manufacturer's expiration date.

COVID-19 Vaccine BUD (Beyond Use Date) vaccines should **not** be entered in WIR as wastage. Beyond use date vaccines should be entered as **spoiled** in WIR to remove the doses from your inventory.

Contact information

Date: _____ PIN (required; provider PIN starts with WIA): _____

Organization/Site name: _____

Provider address: _____

City: _____ State: _____ ZIP code: _____

Phone number: _____

Contact name: _____

Contact email (required; 40 characters max allowed): _____

Wasted doses

Use any one of the following codes to describe the reason why the vaccine has been wasted.

Reason Code: 9 – Broken vial/syringe, 10 – Lost or unaccounted syringe,
11 – Open vial not all doses administered, 12 – Vials drawn into syringes but not administered,
13 – Other (explain)

Reason code	NDC Number located on Box	Vaccine	Number of doses wasted	Manufacturer	Lot number/expiration date	Other (explain)