

Vermont Child and Adult Vaccine Program Guidance for Practices Closing Temporarily

- **Practices anticipating closure for up to 4 weeks:**
 - Notify the Immunization Program at AHS.VDHImmunizationProgram@vermont.gov
 - Leave the vaccine onsite, mark “Do Not Use”
 - There is no obligation to monitor refrigeration temperature using the Audit Node or to respond to temperature excursions while closed
 - On the last day open, after vaccine administration is finished, complete a final inventory reconciliation in VIMS
- **Practices anticipating closure for 4 weeks or more:**
 - Notify the Immunization Program at AHS.VDHImmunizationProgram@vermont.gov
 - Prepare to package vaccine properly for [transport](#)
 - Consult with the Immunization Program to identify where vaccine will be transferred
 - The closing practice will document the [vaccine transfer](#) in VIMS
 - The LogTag backup data logger must be used for the transfer
 - SensoScientific data loggers will remain at the closed site
 - There is no obligation to monitor refrigeration temperature using the Audit Node or to respond to temperature excursions while closed
 - On the last day open, after vaccine administration is finished, complete a final inventory reconciliation in VIMS
- **Practices receiving vaccine from a closing practice:**
 - Ensure that the vaccine storage unit can accommodate the volume of vaccine being transferred in, without overcrowding
 - Receiving practices will assume ownership of the vaccine and should incorporate it into their own supply, administering vaccine with the shortest expiration date first

The Immunization Program will update the SensoScientific cloud system to reflect the vaccine inventory status within storage units as currently empty or containing vaccine while a practice is closed.

