

## VACCINE COLD CHAIN MAINTENANCE

*This LOP is developed to guide clinical practice at the Royal Hospital for Women. Individual patient circumstances may mean that practice diverges from this LOP.*

### 1. AIM

- To ensure that the vaccine cold chain is being maintained

### 2. PATIENT

- Nil

### 3. STAFF

- Medical, midwifery and nursing staff
- Pharmacist

### 4. EQUIPMENT

- Thermometer
- Vaccines
- Ice bricks
- Cold chain storage box or esky
- Cold chain monitor chart

### 5. CLINICAL PRACTICE

#### Procedure for packing vaccines in Pharmacy

- Place ice bricks in esky (covered in bubble wrap)
- Check temperature using temperature monitor. If between 2-8°C place vaccines in esky.
- Record the ward, date, time and temperature on the cold chain monitor chart (Appendix 1) and place in esky with the vaccines
- Give esky containing the vaccines to porter for delivery
- Call the ward to inform them that vaccines are on their way and need unpacking immediately and temperature documenting.
- Call the following members of staff to inform them of the vaccine delivery:
  - Postnatal wards- MUM on 0418 461 318
  - Delivery suite- Midwife in charge
  - Outpatients- Clinical support officer will collect from Pharmacy every Thursday
  - Malabar- Midwife will collect from Pharmacy when required

#### Procedure for receiving vaccines on the ward

- Open esky and check temperature monitor. If the temperature is between 2-8°C place vaccines into ward fridge immediately. If below 2°C or greater than 8°C place vaccines in quarantine bags (located in the ward fridge monitoring folder) and contact Pharmacy immediately. Do not use these vaccines as they may have been compromised. Malabar will need to check the data on the thermometer and send a copy of the report to Pharmacy for advice.
- Document on the cold chain monitor chart (located in the esky) the time of delivery, temperature in esky at the time of unpacking and sign.
- Return esky, temperature thermometer and cold chain monitor chart to Pharmacy.

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**CLINICAL POLICIES, PROCEDURES & GUIDELINES**

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Approved by Quality & Patient Care Committee  
15 February 2018

**VACCINE COLD CHAIN MAINTENANCE cont'd**

**6. DOCUMENTATION**

- NSW health temperature monitoring chart
- RHW cold chain monitor chart

**7. EDUCATIONAL NOTES**

- Vaccines are biological substances that may lose their effectiveness quickly or become potentially dangerous if they become too hot or too cold at any time, especially during transport and storage.
- The cold chain is a term used to describe the cold temperature conditions in which vaccines need to be kept during storage and distribution. Maintaining the cold chain ensures that vaccines are transported and stored according to the manufacturers recommended temperature range of 2-8 °C until the point of administration.

**8. RELATED POLICIES / PROCEDURES / CLINICAL PRACTICE LOP**

- SESLHD- Management of refrigerated storage of medicines and vaccinations in clinical areas.

**9. RISK RATING**

- Low

**10. NATIONAL STANDARD**

- Medication safety

**11. REFERENCES**

- Vaccine storage and cold chain management policy directive PD2017\_014

**REVISION & APPROVAL HISTORY**

Therapeutic & Drug Utilisation Committee 12/12/17

**FOR REVIEW : DECEMBER 2022**

