



North Carolina Department of Health and Human Services
Division of Public Health – Women’s & Children’s Health Section

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March 1, 2010

MEMORANDUM

TO: North Carolina Immunization Program (NCIP) H1N1 Participants

FROM: Beth Rowe-West, R.N., B.S.N., Head
Immunization Branch

SUBJECT: H1N1 Expired Vaccine Disposal Plan and Instructions

The purpose of this memo is to provide instruction for the proper disposal of expired H1N1 vaccine. This plan pertains to disposal of expired H1N1 vaccine that is not part of any vaccine recalls by the manufacturer. Vaccine that has been recalled should be disposed of using the instructions provided by the vaccine manufacturers.

Please be advised that the “H1N1 Expired Vaccine Disposal Plan” pertains only to vaccine. SHARPS containers, syringes and other ancillary supplies will not be accepted by the Immunization Program or by McKesson.

The disposal and return instructions are as follows:

1. Any vaccine that has been drawn up in syringes (excluding pre-filled syringes in their original packaging) should be disposed of by placing the syringes in a SHARPS container.
2. If you utilize the services of a medical waste disposal company, then you may arrange for disposal of H1N1 vaccine at your own expense with that company. You must then complete a “Wasted and Expired Form” (www.immunizenc.com/providerresourceguide.htm) and forward the form to the Immunization Branch.
3. If you do not utilize a medical waste disposal company to dispose of medical waste from your facility, you may complete a “Wasted and Expired Form” (www.immunizenc.com/providerresourceguide.htm) and return any expired H1N1 vaccine to the Immunization Branch. The return shipping address for the expired vaccine is listed on the “Wasted and Expired Form”.
4. If you use the North Carolina Immunization Registry (NCIR) for recording H1N1 doses administered, expired/disposed vaccine must be documented in the NCIR by taking the following steps:
 - a. Click on manage transfers,
 - b. Click on new transfer,
 - c. From receiving organization dropdown select vaccine distribution (will default to the expired radio button),
 - d. Enter quantity available in the transfer quantity box for H1N1 only,
 - e. Click save,
 - f. Enter prevention action in box,
 - g. Click on packing list,
 - h. Close,
 - i. Click ship,
 - j. Click ship again,
 - k. Request wasted expired form,
 - l. Enter date range (enter date documenting expired in the NCIR),
 - m. Click print,
 - n. Print out the wastage/expired report and fax it to 1-800-544-3058.

If you have questions or concerns, please contact the H1N1 helpdesk at 919-707-5588 option 3 or contact the Immunization Branch at 919-707-5550.

