Tips for Preventing **Expired Vaccines**

- Vaccine stock should be reviewed weekly, and proper rotation should be done to ensure that the doses that are soonest to expire are used first.
- **Use soon** to expire vaccines on private pay patients and replace them with later dated vaccine.
- Use the Reminder/Recall function in MCIR to administer doses that will soon expire. Recalls must be done before requesting Oakland County Health Division (OCHD) Immunization Action Plan (IAP) redistribute soon to expire vaccine. Reminder letters can be generated for patients coming due for vaccines, while recalls are for patients overdue. Search for the MCIR Reminder/Recall Manual (RR User Reference Guide) on mcir.org for details on these reports.
- Always check MCIR for soon to expire vaccines Be mindful of colors

Red - expired

Purple – due to expire in 3 months

Green – due to expire in 6 months

- If you have a single antigen vaccine soon to expire, use it before administering combination vaccines. (i.e., IPV or DTaP)
- If all the above steps have been completed, notify OCHD IAP by email (ochdvfc@oakgov.com) 3-6 months prior to expiration. Vaccine that expires after redistribution is the original ordering provider's responsibility to replace. The OCHD IAP will notify the provider of need for replacement should this occur.