



Standard Work for PCP Storage/Redistribution of Pfizer Covid Vaccine

1. PCP Office must be registered as a covid vaccine provider by the appropriate state.
 - All vaccine movement between facilities will require transfers in ShowMeVax (MO) or WebIZ (KS)
2. PCP office requests help from CMH via: CovidVaccineStorageHelp@cmh.edu email address
 - Sarah Bledsoe addresses all MO requests
 - Molly Camis addresses all KS requests
3. Information to share with CMH:
 - Practice Name
 - Contact Person
 - Contact Info (email/phone)
 - State (KS/MO)
 - Type of help needed:
 - i. STORE EXCESS VACCINE: Store excess vaccine the practice has obtained from the state in Ultra Cold Freezer (Pfizer Vaccine is good for: 5 days in refrigerator/14 days in freezer/until MFR exp in UltraCold Storage)
 - Vaccine will be bagged and segregated for PCP use within our UltraCold freezer; any vaccine not claimed by PCP after 30 days will move to the general CM inventory unless other arrangements have been made.
 - PCP provider must indicate quantity to be stored and plan (if any) for use (i.e. weekly pick up of x vials on _____ day of the week; weekly communication re: how many vials are needed for the week).
 - Each 'distribution' of vaccine will be transferred back to PCP office in ShowMeVax/WebIZ
 - ii. OBTAIN VACCINE: Redistribute vaccine from Children's Mercy to the PCP practice
 - PCP office must indicate how many vials they would like, and when they would like them (ideally one week in advance).
 - If CMH does not have enough vials in stock to supply PCP office, CMH will advise on when to expect additional vials to be available
4. PCP offices are responsible for all temperature monitoring and vaccine transportation between CM facility and PCP office
 - See CDC guidance on [vaccine transport](#) for additional questions on preferred vaccine transportation practices