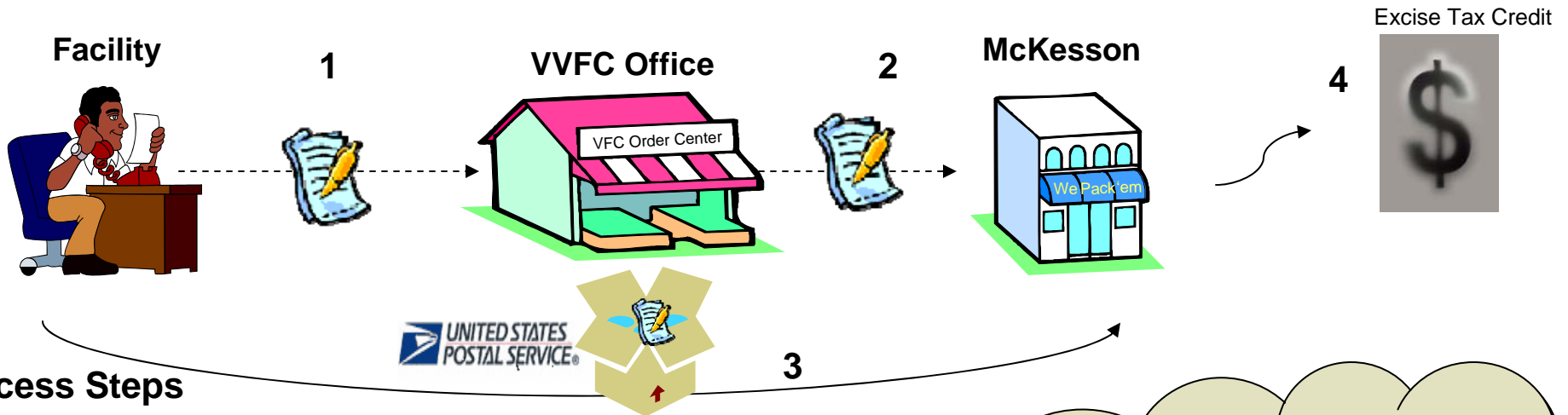


# Non Viable Vaccine

To ensure McKesson can track non-viable returns, providers and grantees are to supply return information PRIOR to shipment



## Process Steps

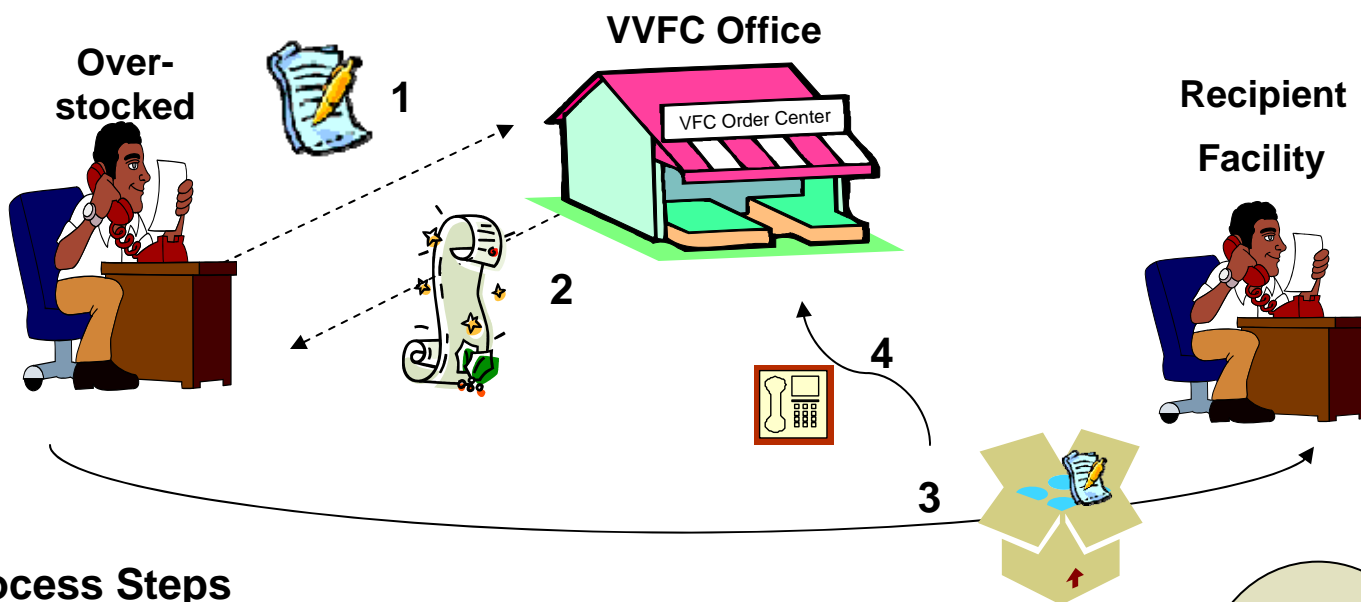
1. VVFC Facility prepares non-viable vaccine for shipment and sends completed vaccine return form to VVFC Office via fax 804-864-8090. Note: Expired vaccine CANNOT be entered or returned as expired vaccine, BEFORE it has expired.
2. VVFC Office sends return forms gathered from all VVFC Facilities to McKesson to open a Return Authorization (RA).
3. VVFC Facility ships non-viable vaccine and completed return form via Postal Service (or UPS) to McKesson. Each McKesson box is to be returned by folding the flaps appropriately to show McKesson's address. McKesson will pay for the return shipping costs; return labels will be included on each shipment box.
4. McKesson will process non-viable vaccine and ship back to manufacturers for the excise tax credit.

### Notes:

1. Non-Viable vaccine is vaccine that has expired, spoiled, wasted or was damaged.
2. After you send Return Form via fax to 804-864-8090, the VVFC Office will send the information to McKesson.
3. Local Health Departments can only return vaccine to McKesson that was shipped after May 1, 2007.

# Viable Vaccine

## Viable vaccine cannot be returned to McKesson



### Process Steps

1. VVFC Facility sends completed vaccine return form to VVFC Office via fax 804-864-8090 indicating viable vaccine needing transfer.
2. VVFC Office sends the over-stocked VVFC Facility a list of VFC Facilities in their area they need to call to see if a transfer can be arranged.
3. VVFC Facility makes calls to identify recipient and sends viable vaccine and completed return form listing vaccine transferred to recipient provider.
4. Once the vaccine is transferred, the provider will contact the VFC Order Center with 1) Date of Transfer 2) Receiving Facility's PIN and Contact Name 3) Number of Doses and Lot Numbers of Vaccine Transferred.

### Notes:

- Viable vaccine is vaccine that can still be administered.
- Once steps 1 through 4 are complete, the inventories of the parties involved will be adjusted to reflect the doses transferred.