



*Hawaii State Department of Health*  
*Immunization Branch*

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# COVID-19 Provider Toolkit

## Section 1: Training/Resources

1. [Hawaii Immunization Branch Contact Information](#)
2. COVID-19 Vaccination Clinical & Professional Resources: [COVID-19 Vaccination Clinical and Professional Resources | CDC](#)
3. [New COVID-19 Vaccination Provider Trainings \(CDC\)](#)
4. [COVID-19 Vaccination Training Programs and Reference Materials for Healthcare Professionals \(CDC\)](#)
5. [COVID-19 Vaccine Training Modules \(cdc.gov\)](#)
6. TCEO (CDC Training and Continuing Education Online: 9 Simple Steps to Get Your Continuing Education (CE) [Simple Steps \(cdc.gov\)](#) | [Simple Steps \(PDF\)](#)
7. [COVID-19 Vaccine: Vaccine Administration Competencies Assessment Form-February 28, 2021 \(cdc.gov\)](#)

## Section 2: EUA / V-safe / Vaccine Management Plan

1. [Vaccine Management Plan](#)
2. EUA: [COVID-19 \(immunize.org\)](#)
  - a. [Checklist of Current Versions of U.S. COVID-19 Vaccination Guidance and Clinic Support Tools \(immunize.org\)](#)
3. [V-SAFE Information Sheet \(CDC\)](#)

## Section 3: Ordering Guidelines and Forms

1. [Hawaii COVID-19 Vaccine Distribution Guide](#)
2. [Vaccine Order Form and Inventory Sheet](#)
3. [Loss Reporting Form](#)
4. [Transfer Form](#)

## Section 4: Storage and Handling

1. Vaccine Storage and Handling Toolkit
  - a. [Vaccine Storage and Handling Toolkit - January 2023 \(cdc.gov\)](#)
2. Storage and Handling Summaries
  - a. Pfizer
    - i. [Pfizer-BioNTech COVID-19 Vaccine: Storage and Handling Summary \(cdc.gov\)](#)
  - b. Moderna
    - i. [Moderna COVID-19 Vaccine: Storage and Handling Summary \(cdc.gov\)](#)
3. Temperature Logs
  - a. Refrigerator Logs

- i. [COVID-19 Vaccine-Temperature Log for Refrigerator Vaccine Storage \(Celsius \) Days 16-31-January 7, 2021 \(cdc.gov\)](#)
  - ii. [Temperature Log for Refrigerator -- Celsius \(immunize.org\)](#)
- b. Freezer Logs
  - i. [Temperature Log for Freezer -- Celsius \(immunize.org\)](#)
  - ii. [Pfizer-BioNTech COVID-19 Vaccine: Temperature Log for Ultra-Cold Vaccine Storage \(Celsius\) \(cdc.gov\)](#)
  - iii. [Moderna COVID-19 Vaccine: Temperature Log for Frozen Vaccine Storage \(Celsius\) \(cdc.gov\)](#)
  - iv. [Temperature Log for Freezer -- Celsius \(immunize.org\)](#)

## Section 4: Vaccine Transport

1. Transporting Vaccine for Vaccination Clinics Held at Satellite, Temporary, or Off-Site Location
  - a. [Pfizer-BioNTech COVID-19 Vaccine: Transporting Vaccine for Vaccination Clinics Held at Satellite, Temporary, or Off-Site Locations Procedure \(cdc.gov\)](#)
  - b. [Moderna COVID-19 Vaccine: Transporting Vaccine \(cdc.gov\)](#)
2. [Packing Vaccines for Transport during Emergencies \(cdc.gov\)](#)
3. Temperature logs for transporting vaccine
  - i. [You Call The Shots: Temperature Log when Transporting Vaccine at Refrigerated Temperatures-March 4, 2021 \(cdc.gov\)](#)

## Section 5: Temperature Excursions

1. [Guidance for Responding to Vaccine Storage Unit Temperature Excursions](#)
2. Handling Temperature Excursions: [Vaccine Storage and Handling Toolkit \(cdc.gov\)](#)
3. [Vaccine Storage Troubleshooting Record \(immunize.org\)](#)

## Section 6: Vaccine Preparation and Administration

1. AAP Pediatric COVID-19 Vaccine Dosing Quick Reference Guide: [COVID Vaccine Dosing Quick Reference.pdf \(aap.org\)](#)
2. [COVID-19 Vaccine—Interim COVID-19 Immunization Schedule for Persons 6 Months of Age and Older \(cdc.gov\)](#)
3. Interim Clinical Considerations for Use of COVID-19 Vaccines Currently Authorized in the United States: [Clinical Guidance for COVID-19 Vaccination | CDC](#)
4. Prevacination Screening Form and Guidelines
  - a. [Prevaccination Checklist for COVID-19 Vaccination \(CDC\)](#)
  - b. [Prevaccination Checklist for COVID-19 Vaccines: Information for Healthcare Professionals \(CDC\)](#)
5. Vaccine Preparation and Administration
  - a. Pfizer
    - i. Vaccine At A Glance
      1. [Pfizer-BioNTech COVID-19 Vaccine At A Glance \(cdc.gov\)](#)
    - ii. Storage and Handling Summary
      1. [Pfizer-BioNTech COVID-19 Vaccine: Storage and Handling Summary-December 11, 2022 \(cdc.gov\)](#)
    - iii. Preparation and Administration Summary

1. [Pfizer-BioNTech COVID-19 Vaccine • Preparation and Administration Summary \(cdc.gov\)](#)
- b. Moderna
  - i. Vaccine At A Glance
    1. [Moderna COVID-19 Vaccine At A Glance \(cdc.gov\)](#)
  - ii. Storage and Handling
    1. [Moderna COVID-19 Vaccine: Storage and Handling Summary \(cdc.gov\)](#)
  - iii. Preparation and Administration Summary
    1. [Moderna COVID-19 Vaccine: Vaccine Preparation and Administration Summary • 18 Years of Age and Older \(cdc.gov\)](#)
- c. Novavax
  - i. Standing Orders:
    1. [Novavax COVID-19 Vaccine: Standing Orders for Administering Vaccine to Persons 12 Years of Age and Older \(cdc.gov\)](#)
  - ii. Preparation and Administration Summary:
    1. [Novavax COVID-19 Vaccine: Vaccine Preparation and Administration Summary \(cdc.gov\)](#)
6. [Vaccine Administration: Needle Gauge and Length \(cdc.gov\)](#)
  - a. [Do your part for Vaccine Safety— Report to VAERS. \(cdc.gov\)](#)

## Section 7: Vaccine Administration Errors / Anaphylaxis Response

1. [Vaccine Administration: Preventing Vaccine Administration Errors \(cdc.gov\)](#)
2. [VAERS | Vaccine Adverse Event Reporting System \(cdc.gov\)](#)
  - a. [Do your part for Vaccine Safety— Report to VAERS. \(cdc.gov\)](#)
3. Anaphylaxis and Response Plan
  - a. [Recognizing and Responding to Anaphylaxis \(CDC\)](#)
  - b. [Interim Considerations: Preparing for the Potential Management of Anaphylaxis After COVID-19 Vaccination \(CDC\)](#)

## Section 8: Data/Inventory

1. [Immunization Information System Data Requirement Form-COVID-19 Vaccine Administration-December 11, 2020 \(cdc.gov\)](#)
2. [VaccineFinder COVID-19 Vaccine Supply Reporting and Finder System-11/2020 \(cdc.gov\)](#)

## Section 9: Labels

1. [COVID-19 Vaccine Expiration Date Tracking Tool \(cdc.gov\)](#)
2. Storage and Beyond-Use Date Tracking Labels
  - a. Pfizer
    - i. [Pfizer-BioNTech COVID-19 Vaccine: Storage and Beyond-Use Date Tracking Labels \(cdc.gov\)](#)
  - b. Moderna
    - i. [Moderna COVID-19 Vaccine: Storage and Beyond-Use Date Tracking Labels \(cdc.gov\)](#)

## **CDC Storage and Handling Toolkit**

[Vaccine Storage and Handling Toolkit - January 2023 \(cdc.gov\)](#)

### **Berlinger DDL**

- [Berlinger DDL Setup](#)
- [Berlinger Fridge-tag 2 and 2L DLL manual](#)
- [Berlinger DDL Manual](#)

### **Warning Labels**

[Warning Labels \(Vaccine Storage and Handling Toolkit, pages 40-48\) \(CDC\)](#) (To be printed with Avery Label #5168)

- [Fridge Label avery 5168](#)
- [Freezer Label avery 5168](#)