

# Emergency Vaccine Retrieval and Storage Plan Worksheet

## Vaccine Coordinators

	Vaccine Coordinators	Title	Telephone (Home and Cell)
Primary			
Backup			

## Emergency Staff Contact List

	Name	Title	Telephone (Home and Cell)
1.			
2.			
3.			
4.			
5.			
6.			

\*List contacts in order of preference. Determine whether all or certain persons on the list should be contacted or if the first person reached is sufficient. Include the primary and backup vaccine coordinators on the list.

## Vaccine Storage Unit Specifications

Type of Unit (Refrigerator, Freezer, VaxiCool)	Brand	Model Number	Serial Number

## Alternate Vaccine Storage Facility(s)

	Location	Contact Person (Title)	Address	Telephone (Home and Cell)
Alternate Vaccine Storage Facility (1)				
Alternate Vaccine Storage Facility (2)				
Alternate Vaccine Storage Facility (3)				

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## Emergency Resources Contact List

Emergency Resources	Contact Person (Title)	Telephone Numbers (Home and Cell)
U.S. Army Medical Materiel Agency (USAMMA) Website: <a href="http://www.usamma.army.mil">www.usamma.army.mil</a>	Operations Manager	24 hours emergency line: 301-676-1184/0857  DSN 343-4318
Defense Supply Center Philadelphia (DSCP)	Cold Chain Program Manager	Office: 215-737-5537 Cell: 215-284-6586 DSN: 444-5537
Pharmacy		

	Location	Contact Person (Title)	Telephone Numbers (Home and Cell)
Electric Power Company			
Refrigerator/Freezer Repair Company			
Alarm Company			
Generator Repair Company			
Generator Fuel Source			
VaxiCool Repair			
Medical Maintenance Dept			