



COVID-19 VACCINATION

Updated 19 August 2021

Transfer of COVID-19 vaccines between participating primary care vaccination sites

Primary care COVID-19 vaccination sites (including general practices, Commonwealth Vaccination Clinics (CVCs), Aboriginal and Torres Strait Islander Community Controlled Health Services (ACCHS) and community pharmacies), may choose to transfer COVID-19 vaccines from one participating vaccination site to another for a range of reasons, including:

- to support unmet demand at another site,
- an oversupply of vaccine stock on hand,
- moving stock nearing expiration to a high-throughput site for use, or
- transferring unused stock following withdrawal from the COVID-19 Vaccination Program.

Transporting between sites is supported, provided both sites agree to the transfer and vaccine cold chain integrity is maintained during transportation. The National COVID Vaccine Taskforce cannot facilitate transportation of the vaccine between locations.

Primary Health Networks (PHNs), ACCHS Sector Support Organisations (SSO) and the Pharmacy Programs Administrator (PPA) are available to provide support as needed, including identifying sites who may want an increase in supply.

Who can receive transferred stock?

COVID-19 vaccine stock can only be transferred between **participating** COVID-19 vaccination sites. Stock cannot be transferred to a site that is not registered with the COVID-19 Vaccination Program (Program).

Vaccination sites planning to transfer stock are encouraged to contact their support organisations to discuss.

- General practices and CVCs should contact their local PHN.
- ACCHS should contact their PHN or SSO.
- Community Pharmacies should contact the PPA.

All practices must have signed the respective declaration form in the COVID-19 Vaccine Administrative System (CVAS) before receiving stock.

AstraZeneca doses can be transferred between general practices, CVCs, ACCHS, community pharmacies or state and territory clinics.

Pfizer doses can be transferred between general practices, CVCs, ACCHS or state and territory clinics.

Please note: transfers do not change or provide ongoing allocations of COVID-19 vaccines, they are only supplied as **excess doses**.

Does the Commonwealth need to approve each transfer?

The Commonwealth does not need to approve the transfer of vaccines between participating sites but does need to be informed of the transfer to be able to track the doses. This can occur via the submission of *Vaccine Stock Management Reports* (by both the receiving and transferring sites). This includes stock received from states and territories.

Is there a limit for how much stock can be transferred?

You can transfer any stock you have on hand, however, only full, unopened vials should be transferred, and the receiving site must agree and accept the amount. A plan for ensuring the availability of stock for second doses should be considered.

How do sites record the vaccine transfer?

Both transferring and receiving vaccination sites will need to record the transfer of AstraZeneca or Pfizer vaccines within their *Vaccine Stock Management Report* by 9pm Friday on the week the transfer has occurred. This includes additional stock that may have been received from the state or territory government.

The weekly *Vaccine Stock Management Report* will be updated in the coming days to enable the recording of vaccine transfers. This can be found in the 'Stock Management' tab in CVAS.

Please ensure you complete your *Vaccine Stock Management Report* every week by 9pm local time Friday. This must be completed each week, even if you are not transferring or receiving stock.

How should the COVID-19 vaccine be transported?

Both parties (transferring site and receiving site) should agree to the transportation arrangements, including for an appropriate amount of consumables (such as syringes, needles and sharps collectors) to be sent with the vaccine to the receiving site.

Sites should refer to [The National Vaccine Storage Guidelines](#) (Strive for 5) for information and advice on vaccine storage, including transportation. Sites should ensure all appropriate requirements for transport are met, including:

- maintaining and monitoring transportation temperature,
- sharing of relevant cold chain history, and
- ensuring that all people involved in vaccine transport have appropriate training and expertise to ensure that vaccines remain potent.

Only unopened vials should be transferred between sites.

* If you are receiving **excess doses of Pfizer** please ensure to take note of the expiry date and book appointments for administration of the doses accordingly.

What if vaccine wastage occurs while the vaccines are being transported?

Sites should take all reasonable precautions to minimise vaccine wastage.

Wastage of 5 or more vials must be reported to the Commonwealth by the responsible party, by calling the Vaccine Operations Centre (VOC) on 1800 318 208 and submitting a [Vaccine Wastage Report in the COVID-19 Vaccine Administration Service \(CVAS\) immediately](#).

Wastage under 5 vials does not need to be reported immediately but should be captured in the weekly *Vaccine Stock Management Report* in CVAS.

What if I am withdrawing from the COVID-19 Vaccination Program?

Providers who withdraw from the program are encouraged to administer all their vaccine stock where possible. If sites retain unused doses that they cannot administer, the PHN, SSO or the PPA can assist to identify an alternate vaccination site for the remaining vaccines to be transported to.

Once transported, the withdrawing site should fill out their final *Vaccine Stock Management Report*. Future allocations for the withdrawn site will return to the vaccine stockpile for redistribution to other sites.