



DILUTION RECORD


Today's Date: ____/____/____

Vial #	Time vial taken out of fridge*	Batch & sub batch number (from box)	Vial expiry (from box)	Time vial diluted	Diluent batch number	Diluent expiry	Syringe dose expiry (6hr after dilution)	# of doses from vial	Running total of doses	Initials person diluting	Initials of 2 nd check
Reconciliation (time completed and initials)		A) Total doses drawn up (total from column 10)			B) Doses administered (CIR)		C) Doses discarded		A) should equal (B+C)		

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Today's Date: ____/____/____


Summary for storage of vaccine




Comirnaty (Pfizer [mRNA]) COVID-19

VACCINE LONG TERM STORAGE IN FREEZER


Undiluted vaccine stored for up to **31 days** at **2°C to 8°C** (includes distribution time)
Box containing vials has expiry printed on outer sticker. This is 31 days from when removed from freezer storage. Monitor temperature as per cold chain policy, if temperature varies from 2°C to 8°C, follow cold chain breach process.



Additional **2 hours** allowed to prepare vaccine for dilution. Purpose is to bring vial to **room temperature** (up to max 30°C) **before** adding diluent i.e., not cold to touch.



Once diluent added to vial, now have 6 hours for administration. This 6 hours is to be spent between **2°C to 30°C**.



Stable for up to 31 days at 2°C to 8°C

+

Up to 2 hours

+

Up to 6 hours

Once removed from freezer, timer starts

Once removed from fridge, timer starts

Once diluent added, timer starts

DISCARD ANY UNUSED VACCINE 6 HOURS AFTER DILUTION

**Undiluted vial may be stored for up to a maximum of 2 hours at room temp before diluting. If cumulative time undiluted vaccine stored at room temp exceeds 2 hours, is a cold chain breach.*

If all doses from one vial are kept together in one closed container and not mixed with doses from another, may label container with label details below.

If split up doses from one vial into different closed containers, must label each syringe individually with information outlined below.

Site	Date	
Vial #		
Vaccine batch + sub-batch		
Vaccine box expiry		
Diluent batch		
Diluent expiry		
Dose expiry time		
Initials of checkers		

Site	Date	
Vial #		
Vaccine batch + sub-batch		
Vaccine box expiry		
Diluent batch		
Diluent expiry		
Dose expiry time		
Initials of checkers		

Site	Date	
Vial #		
Vaccine batch + sub-batch		
Vaccine box expiry		
Diluent batch		
Diluent expiry		
Dose expiry time		
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