



# Defense Health Agency

## ADMINISTRATIVE INSTRUCTION

NUMBER 4140.01  
March 22, 2022

---

---

DAD-MEDLOG

SUBJECT: Medical Logistics Temperature Sensitive Medical Products Management

References: See Enclosure 1.

1. PURPOSE. This Defense Health Agency-Administrative Instruction (DHA-AI), based on the authority of References (a) and (c), and in accordance with the guidance of References (c) through (k), establishes the DHA's procedures for handling and storing Temperature Sensitive Medical Products (TSMP).
2. APPLICABILITY. This DHA-AI applies to the DHA, DHA components (activities under the authority, direction, and control of DHA) and all personnel to include: assigned or attached active duty and reserve members, federal civilians, members of the Commissioned Corps of the Public Health Service, contractors (when required by the terms of the applicable contract), and other personnel assigned temporary or permanent duties at DHA and DHA Components.
3. POLICY IMPLEMENTATION. It is DHA's instruction, pursuant to References (a) through (k), that MTFs and DHA components will follow procedures outlined in this DHA-AI.
4. RESPONSIBILITIES. See Enclosure 2.
5. PROCEDURES. See Enclosure 3.
6. PROPONENT AND WAIVERS. The proponent of this publication is the DHA Deputy Assistant Director (DAD), Medical Logistics (MEDLOG). When Activities are unable to comply with this publication the activity may request a waiver that must include a justification, to include an analysis of the risk associated with not granting the waiver. The activity director or senior leader will submit the waiver request through their supervisory chain to the DAD-MEDLOG to determine if the waiver may be granted by the Director, DHA or their designee.

7. **RELEASABILITY. Cleared for public release.** This DHA-AI is available on the Internet from the Health.mil site at: <https://health.mil/Reference-Center/Policies> and is also available to authorized users from the DHA SharePoint site at: <https://info.health.mil/cos/admin/pubs/SitePages/Home.aspx>.

8. EFFECTIVE DATE.

a. Is effective upon signature.

b. Will expire 10 years from the date of signature if it has not been reissued or canceled before this date in accordance with Reference (d).

9. FORMS

a. The following form can be found on the Official DoD Website for DoD forms at: <https://www.esd.whs.mil/Directives/forms/>: DD Form 2977, Deliberate Risk Assessment Worksheet.

b. The following DHA Forms, can be found on the Internet at: [https://info.health.mil/cos/admin/DHA\\_Forms\\_Management/Lists/DHA%20Forms%20Management/AllItems.aspx](https://info.health.mil/cos/admin/DHA_Forms_Management/Lists/DHA%20Forms%20Management/AllItems.aspx).

(1) DHA Form 177, Potentially Compromised (PC) Temperature Sensitive Medical Product (TSMP) Worksheet.

(2) DHA Form 242, DHA TSMP Cold Chain of Custody.

c. The following Health.mil Forms, can be found on the Internet at: <https://www.health.mil/Military-Health-Topics/Health-Readiness/Immunization-Healthcare/Vaccine-Storage-and-Handling>

(1) Temperature Log for Refrigerator Celsius

(2) Temperature Log for Refrigerator Fahrenheit

- (3) Temperature Log for Freezer Celsius
- (4) Temperature Log for Freezer Fahrenheit

/S/  
RONALD J. PLACE  
LTG, MC, USA  
Director

Enclosures

- 1. References
- 2. Responsibilities
- 3. Procedures

Glossary

ENCLOSURE 1

REFERENCES

- (a) DoD Directive 5136.01, "Assistant Secretary of Defense for Health Affairs (ASDHA)," September 30, 2013, as amended
- (b) DoD Directive 5136.13, "Defense Health Agency (DHA)," September 30, 2013
- (c) United States Code, Title 10, Section 1073c
- (d) DHA-Procedural Instruction 5025.01, "Publication System," August 24, 2018
- (e) DoD Instruction 6430.02, "Defense Medical Logistics Program," August 23, 2017
- (f) DHA-Procedural Instruction 6430.02, "Defense Medical Logistics (MEDLOG) Enterprise Activity (EA)," September 27, 2018
- (g) Defense Logistics Agency Regulation 4145.21, "Preparation of Medical Temperature-Sensitive Products Requiring Cold Chain Management for Shipment," November 20, 2018
- (h) AABB Temperature Standards for Blood Banks and Transfusion Services, 32nd Edition, April 1, 2020
- (i) U.S. Department of Health and Human Services, Centers for Disease Control and Prevention, "Vaccine Storage and Handling Toolkit," September 2021<sup>1</sup>
- (j) DHA-Procedural Instruction 3700.01, "Director's Critical Information Requirements (DCIRs) Situation Report (SITREP)," October 4, 2019
- (k) DoD Instruction 6480.04, "Armed Service Blood Program," January 7, 2022

---

<sup>1</sup> U.S. Department of Health and Human Services, Centers for Disease Control and Prevention, "Vaccine Storage and Handling Toolkit" located at <https://www.cdc.gov/vaccines/hcp/admin/storage/toolkit/storage-handling-toolkit.pdf>

ENCLOSURE 2  
RESPONSIBILITIES

1. DIRECTOR, DHA. The Director, DHA will ensure the Chief, DHA MEDLOG will implement this DHA-AI in accordance with Reference (f).
  
2. DHA, ASSISTANT DIRECTORS. The DHA, Assistant Directors must ensure DHA components (including Military Treatment Facilities (MTFs)) implement and comply with this DHA-AI.
  
3. DAD-MEDLOG. The DAD-MEDLOG will perform oversight of the delivery of all MEDLOG business functions at DHA components in accordance with References (d) through (k).
  
4. DIRECTOR, MTF. The Director, MTF will ensure compliance with TSMP guidelines included in this DHA-AI including:
  - a. Ensuring that a local TSMP policy is established and includes all requirements set forth in this DHA-AI.
  
  - b. Identifying and designating mission essential TSMP.
  
  - c. When necessary, specifying more stringent inspection and recording requirements than identified in this DHA-AI.
  
  - d. Designating an individual who will serve as the MTF's TSMP Coordinator (i.e., someone who has completed the training requirements identified in Enclosure 3, paragraph 10).
  
  - e. Identifying an acceptable dollar value risk level below which certain supply/items do not require a temperature monitoring device (TMD) system, per Enclosure 3, paragraph 12.
  
  - f. Ensuring TMD systems are capable of monitoring storage locations 24 hours a day, 7 days a week and notify the appropriate personnel identified in Enclosure 3, paragraph 13 when a failure is detected.

5. CHIEF, MTF MEDLOG. The Chief, MTF MEDLOG is responsible for all MEDLOG operations in the MTF, outlying clinic(s), and DHA components to the extent authorized by DHA regulations and the MTF Director. The Chief MTF, MEDLOG will act as the single point of contact for orchestrating effective and efficient supply chain support regarding TSMP for MTFs or DHA Components. Additionally, the Chief, MTF, MEDLOG must:

- a. Ensure all TSMP storage units are labeled properly.
- b. Ensure TSMP storage units are physically monitored per the guidelines of this DHA-AI.
- c. Ensure proper documentation of TSMP storage unit temperatures.
- d. Appoint an Accountable Medical Supply Officer (AMO).

6. MTF ACCOUNTABLE MEDICAL SUPPLY OFFICER (AMO). The AMO must ensure:

a. The MTF's Medical Maintenance staff calibrates, certifies, and verifies all refrigerators and freezers that store TSMP. Medical Maintenance will also certify and calibrate TMDs for this equipment.

b. Medical-grade, stand-alone refrigerator and freezer units are utilized for storage of specific TSMP.

c. There are dedicated refrigerators and freezers for storage of only TSMP that maintain the required storage temperatures and have a calibrated thermometer and TMD.

d. TSMP handling complies with all special handling instructions from the manufacturer and Defense Logistics Agency (DLA) guidelines Reference (g).

7. MTF TSMP COORDINATOR. The MTF TSMP Coordinator has overall responsibility for monitoring the TSMP program at the MTF. The MTF TSMP Coordinator must:

a. Ensure MTF or other local DHA Components under the authority of the MTF Director are complying with appropriate regulatory guidelines (References (f) through (k)) for all TSMP.

b. Ensure the Temperature Log for Refrigerator/Freezer is posted in a readily accessible location on the General Use (GU) TSMP storage unit.

c. Ensure appropriate labeling is placed on the refrigerator or freezer and indicates the TSMP products stored do not exceed the threshold dollar value risk level for GU TSMP storage unit.

d. Ensure temperatures are physically recorded at the beginning and end of each duty day.

e. Ensure refrigeration temperature logs are maintained for the required period of time depending on the type of TSMP as described in this publication and supporting references.

f. Maintain training documentation and certificates for the required period of time as outlined in Enclosure 3.

g. Provide additional TSMP training with particular emphasis on conducting and documenting physical inspections of TSMP locations and testing, updating of TMD systems.

8. CLINIC OFFICER IN CHARGE (OIC). The Clinic OIC must ensure proper TSMP handling processes, procedures, and storage are maintained at the MTF, off-site clinics, and other remote locations.

ENCLOSURE 3

PROCEDURES

1. GENERAL. Vaccines, some pharmaceuticals, blood products, tissue products, temperature sensitive reagents, and other temperature sensitive items are collectively referred to as TSMP. For the purposes of this policy, there are four classes of TSMP: Vaccines & Mission Essential (V&ME) TSMP, Blood Product (BP) TSMP, Tissue Product TSMP, and GU TSMP.

a. The MTF Director, or their designee, must identify and designate Mission Essential TSMP. GU TSMP includes all non-vaccines and non-mission essential TSMP such as reagents or some pharmaceuticals.

b. Each category has different monitoring and storage requirements. This DHA-AI outlines procedures to safeguard product efficacy and reduce potential losses by ensuring DHA components develop proper TSMP storage and handling requirements from the point of receipt until administered (see Reference (g) for shipping requirements).

c. Product-specific guidelines may be published by other entities such as the Centers for Disease Control and Prevention (CDC), Food and Drug Administration (FDA), Association for the Advancement of Blood & Biotherapies (AABB), American Association of Tissue Banks, product manufacturers, etc. addressing TSMP storage and handling requirements. If a conflict exists between this DHA-AI and manufacturer specifications or other regulatory requirements, DHA components must follow the most stringent guidelines.

2. Vaccines & Mission Essential (V&ME) TSMP. Unless specifically prohibited by other DHA guidance, storage and refrigerators for V&ME TSMP must be connected to an emergency or backup power source to ensure proper storage conditions are maintained during commercial power interruption. Outlying clinics are an exception to the backup power source requirement; see Paragraph 12 for further guidance.

a. The MTF Director or designee may outline more stringent inspection and recording requirements than what is specified in this DHA-AI.

b. The Chief, MTF MEDLOG is responsible for ensuring each refrigerator and freezer is labeled as "REFRIGERATOR" or "FREEZER," each is labeled for "V&ME TSMP storage" on the outside of the unit, and for the following:

(1) Physical checks are performed at the beginning and end of the duty day to ensure proper operation of each TSMP storage units and document the temperature of all V&ME TSMP refrigerators and freezers on the temperature log on each unit.

(2) For V&ME TSMP identified in non-functioning storage units:



(a) Immediately move the V&ME TSMP to a working storage unit at proper temperature (refrigerator: 2-8°C/36-46°F, freezer: below -15°C/5°F; ultra-cold freezer below -80° C/-112°F) or as applicable per TSMP manufacture guidelines.

(b) Label exposed V&ME TSMP as “DO NOT USE” and place them in a separate container apart from other products in the storage unit.

(c) DO NOT destroy, discard, or use V&ME TSMP until disposition is provided by the U.S. Army Medical Materiel Agency Distribution Operations Center (USAMMA-DOC) for anthrax, smallpox, or adenovirus and/or DLA Troop Support Medical (TSM) for all other potentially compromised TSMP. Stand by for further instructions from appropriate approval authority.

(d) Notify MTF leadership of the potential loss; see Paragraph 8 of this Enclosure for reporting requirements.

3. BP TSMP. BP TSMP must be stored in accordance with Reference (h) and applicable AABB, CAP, and FDA regulatory requirements. The MTF Director will designate a trained TSMP Coordinator, who will ensure all departments are following appropriate regulatory guidelines for BP TSMP. Temperature records will be maintained for a minimum of 10 years by the laboratory/blood bank. No exception to these requirements will be authorized.

4. TISSUE TSMP. The TSMP Coordinator will ensure all departments are following appropriate regulatory guidelines for Tissue TSMP. Tissue TSMP will be stored in accordance with applicable requirements per Reference (h), American Association of Tissue Banks, CAP, and FDA. Temperature records will be maintained for a minimum of 10 years by the laboratory. No exception to these requirements will be authorized.

5. GENERAL USE TSMP. GU TSMP is managed as follows per Reference (g):

a. Temperature Log for Refrigerator/Freezer must be posted in a readily accessible location on the GU-TSMP storage unit.

b. The MTF Director must outline inspection and recording requirements for applicable storage units.

c. Each refrigerator and freezer must be labeled as “REFRIGERATOR” or “FREEZER” with the corresponding dollar value risk posted. Additionally, the refrigerator or freezer must be labeled for “General Use Temperature Sensitive Medical Product storage only, do not store Vaccines or Mission Essential TSMP or exceed the dollar value risk level.” For GU-TSMP not monitored by an electronic monitoring system, temperatures shall be physically recorded at least every 6 hours unless there is a waiver in the form of a Memorandum for Record (MFR) with the

Directors signature accepting risk/responsibility and exempting the MTF from this monitoring requirement.

d. The MTF Director must outline inspection and temperature and recording procedures in the local MTF Standard Operating Procedures.

e. A refrigerator or freezer designated for GU TSMP may not be used to store V&ME TSMP. The GU TSMP may include, but are not limited, to antidotes and medicines requiring temperature-controlled storage, provided these supplies are not designated as mission essential by the MTF Director or their designee.

f. The MTF Director or designee may specify more stringent inspection and recording requirements than what is identified in this DHA-AI.

6. PROPER TSMP CATALOGING REQUIREMENTS. DHA entities will use current automated information system to properly catalog all cold chain items. This will enable the system to track these items and make handlers aware of the special care required by these items.

7. POLICY REQUIREMENTS. Each MTF Director and supported activities will develop and maintain a local policy (i.e., Standard Operating Procedure) that includes, at a minimum, all requirements set forth in this DHA-AI. The policy will define:

a. TSMP storage, handling, monitoring requirements, training, and required actions to be taken in the event of a compromised storage environment.

b. Locations of applicable refrigerators and freezers storing TSMP.

c. Alternate storage facility locations (including building and room number) with storage capacity and emergency/backup power (i.e., clinic, laboratory, pharmacy, external storage facility) where the TSMP can be temporarily relocated and monitored. If the TSMP is moved to an interim storage location, the activity will document the Chain of Custody on DHA Form 242, TSMP Chain of Custody Form and maintain accountability for the items.

d. The methodology used to determine viability of compromised TSMP and the approving authority utilized (e.g., pharmacy, DLA, USAMMA, manufacturer, CDC). See Paragraph 8 below for more information.

e. Emergency contact and notification information for the following:

(1) Logistics, Pharmacy, Laboratory, and Medical Maintenance personnel

(2) Refrigerator/freezer repair technician or emergency repair companies

(3) Temperature alarm repair technician

(4) Dry ice vendors

f. A current list of TSMP stocked in the activity and the e-mail listing of all applicable TSMP manufacturers, DLA-TSM Cold Change Management (CCM) team ([paacoldchainteam@dla.mil](mailto:paacoldchainteam@dla.mil)/[DSCPColdchain@dla.mil](mailto:DSCPColdchain@dla.mil)), USAMMA-DOC ([usarmy.detrick.usamma.mbx.doc@mail.mil](mailto:usarmy.detrick.usamma.mbx.doc@mail.mil)), and the CDC.

8. POTENTIALLY COMPROMISED TSMP. When TSMP is discovered to be potentially compromised, a TSMP-trained person will:

a. Immediately move the TSMP to a working storage unit at proper temperature based on the manufacturers' instructions as if they were not compromised. Do not leave TSMP in non-functioning storage unit.

b. Do not destroy, discard, or use the TSMP until released by the appropriate approval authority.

c. Label potentially compromised TSMP with the words "Do Not Use" and segregate them from other products in the storage unit.

d. Complete DHA Form 177, Potentially Compromised (PC) Temperature Sensitive Medical Product (TSMP) Worksheet, to document the circumstances surrounding the event.

e. Submit DHA Form 177, along with a copy of the Temperature Log for Refrigerator/Freezer, and Digital Data Logger (DDL) if available, through the appropriate entities.

f. A Director's Critical Information Requirement (DCIR) is required for all confirmed compromises greater than \$2,500 in accordance with Reference (j). Forward DCIRs to AD-CS DAD-COS Operations Division at [dha.ncr.healthcare-ops.mbx.dhahcoopsoperations@mail.mil](mailto:dha.ncr.healthcare-ops.mbx.dhahcoopsoperations@mail.mil).

9. STORAGE REQUIREMENTS. Specialized procedures and equipment are required to protect TSMP efficacy until the time of administration. TSMP are frequently sensitive to light, heat, freezing temperatures, moisture, and humidity which will reduce its effectiveness and suitability for its intended purpose. Maintaining TSMP in optimal conditions throughout all phases of the distribution, storage, and issue process is called CCM. The AMO will ensure the following:

a. Each refrigerator and freezer must have its own certified and calibrated continuous TMD. The recommended TMD is a DDL that records temperatures continuously. DDLs provide the most accurate storage unit temperature information, including details on how long a unit has been operating outside the recommended temperature range. The DDL must be set to record temperatures at a minimum of 30 minute intervals. Do not use the following types of TMDs: alcohol or mercury thermometers (even if placed in a fluid-filled bio-safe liquid vial), bi-metal

stem TMDs, food TMDs, chart recorders, infrared TMDs, and TMDs that do not have a current validation of calibration.

b. Purpose-built pharmaceutical/medical grade stand-alone refrigerator and freezer units are recommended for storage of TSMP. A combination refrigerator/frost-free freezer for home use is acceptable ONLY if the refrigerator compartment of the combination unit is used to store refrigerated TSMP. A separate stand-alone freezer could then be used to store frozen TSMP. Dormitory-style refrigerators are not authorized for TSMP storage.

c. Plug storage refrigerators and freezers directly into the wall outlet. Do not plug into outlets that can be activated by a wall switch or outlets with built-in circuit switches (i.e., switches which may have a reset button). Do not use extension cords, multi-outlet power strips, or surge protectors. To reduce the chance of accidentally unplugging the storage unit post highly visible “DO NOT UNPLUG” signs at outlets and on storage units. NOTE: Signs available on Health.mil at <https://www.health.mil/Military-Health-Topics/Health-Readiness/Immunization-Healthcare/Vaccine-Storage-and-Handling>. Secure the storage unit plug to the electrical outlet by using a safety-lock plug, an outlet cover, or a cover outlet with a cage. To prevent the storage unit power from being turned off, label circuit breakers to alert personnel not to turn off the power. The label is to include information on whom to contact if the power to the storage units will be turned off due to construction or other electrical work.

d. Refrigerators and freezers used for TSMP storage must be dedicated for storage of TSMP, maintain the required storage temperatures, be appropriately labeled to identify and have a calibrated working recording thermometer (medical maintenance will verify the calibration of the thermometers and TMDs).

(1) Each refrigerator and freezer must be labeled as “REFRIGERATOR” or “FREEZER.”

(2) The four classes of TSMP have different guidelines for storage labels that are addressed in paragraphs 2 through 5 of this Enclosure.

e. All MTF and DHA components handling TSMP will comply with any special handling instructions on the TSMP, shipping label, manufacturer’s literature/package inserts, Universal Data Repository, and/or in the Federal Supply Catalog.

10. TRAINING REQUIREMENTS. MTF and DHA components will establish a formal CCM training program that includes initial and annual refresher training as well as TSMP specific training.

a. Joint Knowledge Online course DHA-US070-Seasonal Influenza Vaccine CCM for Logistical Personnel (1 hour) at [https://jkodirect.jten.mil/html/COI.xhtml?course\\_prefix=DHA&course\\_number=-US070](https://jkodirect.jten.mil/html/COI.xhtml?course_prefix=DHA&course_number=-US070). This course is designed to help provide non-clinical personnel (i.e., pharmacy, logistics, and support staff) with important and comprehensive information concerning storage and handling of the

influenza vaccine. It is designed to prepare healthcare personnel for handling of the influenza vaccinations and perform required administrative tasks in support of the DoD's Influenza Vaccination Program.

b. USAMMA Distribution Operations Center has a CCM training program located at: <https://www.usamma.amedd.army.mil/Pages/DOC-CCM.aspx>.

c. All personnel who deliver or receive TSMP shipments, have access to where TSMP are stored, and/or administered and all Staff Duty are required to take the initial and annual refresher training addressed above. Each activity/section should ensure the TSMP Coordinator receives notification and certificates when training is completed.

d. The TSMP Coordinator or alternate will provide additional TSMP training with particular emphasis on conducting and documenting physical inspections of TSMP locations, monthly testing of TMDs, and the associated requirement to update the TMDs with revised contact information (examples: telephone numbers, e-mail addresses, and primary and alternate TSMP Coordinators). This training is in addition to the annual required TSMP training.

e. The TSMP Coordinator or alternate will maintain training documents/certificates for 3 years.

11. TRANSPORTING TSMP. In cases when TSMP is transported between activities (such as to outlying clinics), the AMO will ensure:

a. TSMP must be transported in properly insulated containers to maintain the required temperatures. Validated storage devices include, but are not limited to, the Acutemp PX6L, AX27L and AX56L manufacturer shipping containers, Styrofoam coolers with at least two-inch thick walls, or Endurotherm insulating shipping containers as identified in Reference (g), and/or cold chain handling guidance provided by appropriate approval authority.

b. The transport containers used for TSMP must have maintenance conducted in accordance with manufacturer's specifications. Non-functioning transport containers must be labeled as inoperable and have a maintenance work order submitted. For additional reference related to shipping TSMP, see Reference (g). The following actions must be taken by those who are properly trained in TSMP:

(1) Complete DHA Form 242 for all transportation of TSMP.

(2) Use only calibrated continuous TMDs to track temperatures in all transportation containers.

(3) Pack vaccines or TSMP in their original or appropriate packaging. Do not remove vaccine or TSMP vials from boxes. Use coolant materials such as Phase Change Material or water-based gel packs/foam bricks/ or other authorized materials that can be preconditioned to 4°C to 5°C.

(4) Use insulating materials such as bubble wrap and corrugated cardboard — enough to form two layers per container.

(5) Document TSMP type, quantity, date, time and originating facility on the outside of the transportation containers.

(6) For transportation that will take an extended period of time, ensure the TMD is functioning every 2 hours.

(7) Transport containers placed inside a walk-in storage unit must keep the lid opened to prevent the TSMP from freezing or the TSMP removed from the container.

12. OUTLYING CLINICS. The Clinic OIC is responsible for ensuring proper TSMP handling processes, procedures, and storage are maintained while used at off-site clinics and other remote locations.

a. To reduce potential losses at these sites, minimize on-hand materiel and return remaining TSMP to a properly monitored storage area daily upon completion of use and not to exceed the end the duty day.

b. The MTF Director may designate a specific remote area and/or isolated clinic as exempt from the monitoring and/or physical check requirements during non-duty hours when travel or personnel staffing prevents the daily return of TSMP to a properly monitored storage location.

(1) A MFR must be completed in advance with the Director's signature accepting risk/responsibility and exempting the clinic from the monitoring requirement as well as specifying a maximum risk dollar value of TSMP that may be stored in the clinic.

(2) A DD Form 2977, Deliberate Risk Assessment Worksheet, must be completed and updated annually to identify risk assessments of these isolated clinics. The clinic will monitor quantities of TSMP on hand to ensure the maximum risk dollar value remains within specified limits.

c. Activities must develop specific guidelines that outline procedures for the verification of nightly storage temperatures at the start of each workday to prevent administering potentially non-viable or compromised TSMP.

d. Outlying clinics with installed alarm systems must meet requirements outlined in Paragraph 13 below.

13. TMDs. The MTF Director must ensure the TMD is capable of monitoring storage locations 24 hours a day, 7 days a week.

a. The system must notify (telephonically or electronically) the accountable person when a failure is detected, or the system is capable of indicating the TSMP temperature was maintained within the required parameters during the storage period.

- b. The entire TMD system (from the refrigerator/freezer unit sensor to the remote monitoring station and telephone or alerting mechanism) must be tested at least monthly.
- c. Medical Logistics will retain documentation of the test for a minimum of 3 years and make it available to the TSMP coordinator.
- d. The TMD systems will be capable to notify the Staff Duty, section OIC/Non-Commissioned OIC, the installation Fire Station, military law enforcement, or other locations that are monitored continuously (24/7).

14. POWER OUTAGE. A support agreement must be established with at least one alternative storage facility to ensure TSMP products stay within the acceptable manufacturer's temperature range, regardless of whether a generator is present as backup equipment. If neither primary nor backup power is operational, do not open refrigerators or freezers until power is restored. If TSMP must be transported to an alternate location, follow Paragraph 11 instructions to include packing.

15. DCIR. All MTF or DHA components and supported activities will complete a Situation Report and DCIR for confirmed TSMP loss of \$2,500 and above, in accordance with Reference (j). Forward DCIRs to AD-CS DAD-COS Operations Division at [dha.ncr.healthcare-ops.mbx.dhahcoopsoperations@mail.mil](mailto:dha.ncr.healthcare-ops.mbx.dhahcoopsoperations@mail.mil).

GLOSSARY

PART I. ABBREVIATIONS AND ACRONYMS

AABB	Association for the Advancement of Blood & Biotherapies
AD	Assistant Director
AMO	Accountable Medical Supply Officer
ASDHA	Assistant Secretary of Defense for Health Affairs
BP	Blood Product
CAP	College of American Pathologists
CCM	Cold Change Management
CDC	Centers for Disease Control and Prevention
COS	Combatant Command Operations Support
CS	Combat Support
DAD	Deputy Assistant Director
DCIR	Director's Critical Information Report
DDL	Digital Data Logger
DHA-AI	Defense Health Agency-Administrative Instruction
DLA-TSM	Defense Logistics Agency-Troop Support Medical
FDA	Food and Drug Administration
GU	General Use
MEDLOG	Medical Logistics
MFR	Memorandum for Record
MTF	military medical treatment facility
OIC	Officer In Charge
RBC	red blood cell
TMD	Temperature Monitoring Device
TSMP	Temperature Sensitive Medical Products
USAMMA-DOC	U.S. Army Medical Materiel Agency Distribution Operations Center
V&ME	Vaccines & Mission Essential



## PART II. DEFINITIONS

Unless otherwise noted, these terms and their definitions are for the purpose of this DHA-AI.

Mission Essential. TSMP products identified that have a direct impact on the readiness of military units.

Potentially Compromised Temperature Sensitive Medical Product. An item becomes a "potentially compromised" TSMP when it is exposed to a temperature outside the required temperature range. Until it is cleared from the appropriate Approval Authority, it will remain segregated and await disposition from them.

Staff Duty. An individual who serves the same functions as a MEDLOG officer at a unit-specific level when designated by the installation or MTF Director.