Potentially Compromised (PC) Temperature Sensitive Medical Product (TSMP) Worksheet

Steps to follow in response to a Potentially Compromised (PC) Temperature Sensitive Medical Product (TSMP)* Event

* TSMP collectively refers to: vaccines, some pharmaceuticals, temperature sensitive laboratory supplies, and other temperature sensitive medical items.

Step 1. Activate Site/Clinic Emergency Response Plan:

- a. Do not leave TSMP in non-functioning storage unit. Immediately move the 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.
- Label exposed 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 TSMP until released by:
 - Defense Logistics Agency Troop Support Medical (DLA-TSM) for all vaccines (other than those covered by USAMMA-DOC below)/and all other TSMP.
 - U.S. Army Medical Materiel Agency Distribution Operations Center (USAMMA-DOC) for anthrax, smallpox or adenovirus.
- d. Notify your local leadership of the potential loss.
- e. For incidents that involve vaccines, contact your Defense Health Agency-Immunization Healthcare Specialist (IHS) for assistance with reporting the potential loss: www.health.mil/ContactYourIHS

Step 2. Complete the PC-TSMP Worksheet:

- a. Complete ALL required information on the attached PC-TSMP worksheet, this will reduce the possibility of delays in receiving disposition for your products.
- Save document as "PC-TSMP_enter clinic name and location_enter current date" using the following example: PC-TSMP_NBHC Key West FL_01 APR 20.
- c. For vaccines only, when possible, send completed worksheet along with copies of your temperature logs to your IHS for review to confirm all information is appropriately documented.
- d. Click the "Submit by email" button, ensure the "Desktop Email Application" button is selected and click "OK".
- Attach temperature logs/data and click the send button; it will forward completed worksheet directly to the DLA-TSM and USAMMA-DOC organizational mailboxes: <u>DSCPColdchain@dla.mil.</u> paacoldchainteam@dla.mil. and usarmy.detrick.usamma.mbx.doc@army.mil.
- f. For vaccines only, include your IHS's email address (if known) on the "To" line when the message opens up.
- g. If the "Submit by email" button does not work at your location, add all the above email addresses to the "To" line, attach temperature logs/data, and click the send button.
- Standby for further instructions from DLA-TSM and/or USAMMA-DOC. They will provide disposition for your TSMP.
- Contact DLA-TSM, USAMMA-DOC and/or your IHS (vaccines only) if disposition has not been received within 48-hours of submitting the completed worksheet.
- Contact information for DLA-TSM and USAMMA-DOC:
 - DLA-TSM Cold Chain Team: (215) 737-5537/5365, DSN: 444-5537/5365, or for URGENT after-hours issues only: (267) 738-2854. E-mail: <u>DSCPColdchain@dla.mil</u>, <u>paacoldchainteam@dla.mil</u>
 - USAMMA DOC: (301) 619-4318/3017, after hours: (301) 676-1184/0808.

NOTE: If your product or COVID-19 vaccine is not listed in the drop-down menu on page 4, manually enter the product information to include the brand name, NDC/part number, manufacturer and the cost per dose.

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1. FACILITY NAME:				2. SERVICE:	3. COMPONEN	IT: 4. DATE (Y)	YYMMDD):
(SELECT FROM DROP-DOWN OR ENTE	R REQUIRED IN	FORMATIC	ON)				
5. TSMP STORAGE LOCATION:				6. IMMUNIZA	TION HEALTHC	ARE SPECIALI:	ST (IHS):
7. POC:		8. EMAIL:			9	. TELEPHONE:	
REQUIRED TEMPERATURE AND STORAGE UN	IIT INFORMATION:						
10. Room temperature where TSMP located:							
a. TSMP left out of refrigerator or freezer?	o. Stored in transpor	rt container?	c. TSI	MP stored in pr	oper storage uni	t (refer vs. freez	er)?
☐ YES ☐ NO		10	Г	YES N	0		
d. If the answer to 'a' and 'b' is YES or 'c' is NO, ho	ow long? h	rs					
11. Prior to event: date/time of last manual temp	check when temps	were within no	rmal ra	nge?			
a. DATE (YYYYMMDD): b. T	IME (HHMM):	c. REFI	ER TEM	MP:	d. FREE	ZER TEMP:	
12. Post event: date/time when TSMP were back	within normal temp	range?					
a. DATE (YYYYMMDD): b. T	IME (HHMM):	c. REFI	ER TEM	MP:	d. FREE	ZER TEMP:	
13. Are TSMP located in refrigerator and/or freezer	during this event?			YES (complete a	a e.) NO		
a. Water bottles in refer? b. Water bottles or ice packs in freezer?	c. REFER TEMP:	current:		warme	st:	coldest:	
☐ YES ☐ NO ☐ YES ☐ NO	d. FREEZER TEMP	P: current:		warme	st:	coldest:	
e. Estimated # of hours TSMP were exposed to ter	mps outside the	FFR:	hre	FREEZER:	hrs		
recommended range: 14. PACKING PROCEDURES INFORMATION							
a. Product removed from nonworking unit & trans	sported to working s	torage unit?			YES NO	N/A	
b. Proper packing procedures used for transport	(e.g., CDC)?			Ē	YES NO	N/A	
c. Refrigerated coolant packs used to pack refrige	erated TSMP?				YES NO	N/A	
d. Frozen coolant packs used to pack frozen TSM					YES NO	N/A	
e. Dry ice used to pack ultra-cold COVID-19 froze					YES NO	N/A	
f. Temperature monitoring device placed in trans	port container near	vaccine(s)/TSI	MP?		YES NO	N/A	
g. Transport container temperature:	_			7.10 D.			
 If M-M-R was affected, was it stored in the free. Prior to this current temp excursion, were these 		CMD avecand	to tom		/A YES	ngo at anytima'	,
Provide prior excursion data in block 17 below.	same vaccine(s)/ i	SIMP exposed	to tem		ecommenaea ra NO	inge at anytime	
 Did a patient receive a dose of the potentially o contact your Immunization Healthcare Care Spe 				YES	NO		
18. Document in the space below the circumstance	es surrounding the p	otential compr				ation of TSMP,	
personnel notified, and actions taken once incid	dent was identified.	List all produc	ts affec	ted on followin	g page.		
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19. Please select all event types that apply:			
a. Non-preventable loss:			
b. Personnel Error:			
c. Process Failure:			
c. Process Fallure:			
USAMMA-DOC/DLA-TSM Use Only:			
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