

COVID Response: Emergency Vaccine Storage and Handling Contingency Plan for DOHMH Flu Vaccination Clinics @ COVID Testing Sites

Plan Owner: Bindy Crouch, Bureau of Immunization (BOI)/Vaccine Task Force
 Joaquin Aracena, Division of Disease Control (DDC)

BOI Assistant Commissioner/Vaccine Task Force (VTF) Branch Director: Jane Zucker

Clinic Sites:

Name	Address
BOI Chelsea Emergency Clinic @ DOHMH COVID Testing Site	303 Ninth Avenue, New York, NY 10001
BOI Washington Heights Emergency Clinic @ DOHMH COVID Testing Site	600 West 168 th Street, 2 nd Floor, New York, NY 10032
BOI Central Harlem Emergency Clinic @ DOHMH COVID Testing Site	2238 Fifth Avenue, 1 st floor, New York, NY 10037
BOI Morrisania Emergency Clinic @DOHMH COVID Testing Site	1309 Fulton Avenue, 2 nd Floor, Bronx, NY 10456
BOI Crown Heights Emergency Clinic @DOHMH COVID Testing Site	1218 Prospect Place, 2 nd Floor, Brooklyn, NY 11213
BOI Riverside Emergency Clinic @DOHMH COVID Testing Site	160 West 100 th Street, NY, NY 10025
BOI Jamaica Emergency Clinic @DOHMH COVID Testing Site	90-37 Parsons Boulevard, 1 st Floor, Queens, NY 11432
BOI Corona Emergency Clinic @DOHMH COVID Testing Site	34-33 Junction Boulevard, Queens, NY 11372
BOI Fort Greene Emergency Clinic @DOHMH COVID Testing Site	295 Flatbush Avenue Extension, Brooklyn, NY 11201

BUSINESS HOURS

Monitoring Staff:

BOI - Jose Ramirez
(347) 396-2481
(718) 866-7103

jramirez@health.nyc.gov

BOI – Bindy Crouch
(646) 951 2378
(646) 326-1099

bcrouch1@health.nyc.gov
bindycrouch@gmail.com

DDC - Joaquin Aracena
(347) 396-2540
(917) 890-1042

jaracena@health.nyc.gov

Public Health Police: (212) 671-5645

Back-Up Refrigerator/Freezer: Public Health Lab, Unit 100J/B

BOI+DDC	<p>Unit Thermometers read every 10 minutes. Alerts occur when:</p> <ul style="list-style-type: none"> • Refrigerator Temperature > 5°C for 20 minutes • Refrigerator Temperature > 9°C for 10, 30 and 50 minutes • Freezer Temperature < 1°C for 1 min 	Dickson thermometer alerts of a temperature excursion.
BOI+DDC	<p>Monitoring Staff will talk to on-site staff to assess the alarming unit:</p> <ul style="list-style-type: none"> • Are the refrigerator/freezer doors open? • Has the temperature been changed? • Does vaccine need to be moved to a different unit at the facility? 	<p>Monitoring Staff will ask on-site staff to:</p> <ul style="list-style-type: none"> • Close refrigerator and freezer door(s) if necessary. • Adjust temperature of the alarming unit(s) if necessary. • Move vaccine from the malfunctioning unit(s) to a working unit at the same facility if available. • Ensure that Bindy Crouch and BOI Assistant Commissioner or Vaccine Task Force Branch Director are aware of incident and management.

<p>BOI+DDC Health Police PHL</p>	<p>Monitoring Staff will talk to on-site staff to assess the alarming unit:</p> <p>Does vaccine need to be moved off-site (e.g., all units malfunctioning/ prolonged power outage at facility)?</p>	<p>Monitoring Staff will confer with the BOI Assistant Commissioner/Vaccine Task Force Branch Director.</p> <p>If vaccine needs to be moved off-site:</p> <ul style="list-style-type: none"> • Ensure Bindy Crouch and the BOI Assistance Commissioner/VTF Branch Director are aware. • Ensure Facilities Department at the facility are aware of problem. • In collaboration with Monitoring Staff, on-site staff, Public Health Police and the Public Health Lab, coordinate transfer of vaccine to Back-Up Refrigerator/Freezer Unit at Public Health Lab.
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NON-BUSINESS HOURS

Monitoring Staff

Jose Ramirez (718) 866-7103 → Bindy Crouch (646) 326-1099 → Joaquin Aracena (917) 890-1042
 (718) 380-4660 (646) 951-2378

Public Health Police: (212) 671-5645

Back-Up Refrigerator/Freezer Unit: Public Health Lab, Unit 100J/B

BOI Health Police	Unit Thermometers read every 10 minutes. Alerts occur when: <ul style="list-style-type: none"> • Refrigerator Temperature > 5°C for 20 minutes • Refrigerator Temperature > 9°C for 10, 30 and 50 minutes • Freezer Temperature < 1°C for 1 minute 	Dickson thermometer alerts Monitoring Staff and Public Health Police of a temperature excursion.
BOI Health Police	<p>Monitoring Staff remotely review Dickson One data and discuss with one another by telephone.</p> <p>Does vaccine need to be moved to a different unit at the facility?</p> <p>Notes:</p> <ul style="list-style-type: none"> • Temperature excursions below the minimum temperature need to be responded to right away. • Temperature excursions above the maximum temperature should be responded to within 6-8 hours. 	<p>Monitoring Staff will contact the Public Health Police and inform them of next steps.</p> <p>If vaccine needs to be moved to a different unit at the facility:</p> <ul style="list-style-type: none"> • Monitoring Staff request Public Health Police meet at the facility. • Monitoring staff will move vaccine in the alarming unit to a functioning unit at the facility. • Monitoring staff will review incident and management with the BOI Assistant Commissioner/Vaccine Task Force Branch Director at the time of the event or on the next day as appropriate.

<p>BOI Health Police PHL</p>	<p>Monitoring Staff remotely review Dickson One data and assess:</p> <p>Does vaccine need to be moved off-site (e.g., all units malfunctioning/ power outage at Fort Greene Health Center)?</p> <p>Notes:</p> <ul style="list-style-type: none"> • Temperature excursions below the minimum temperature need to be responded to right away. • Temperature excursions above the maximum temperature should be responded to within 6-8 hours. 	<p>Monitoring Staff will inform Public Health Police of next steps.</p> <p>If vaccine needs to be moved off-site:</p> <ul style="list-style-type: none"> • Monitoring Staff notify Public Health Police that vaccine will be moved to the Back-Up Refrigerator/Freezer Unit at the Public Health Lab. • Monitoring Staff request Public Health Police meet Monitoring Staff at the facility. • Monitoring Staff prepares vaccine for transport. • With the assistance of Public Health Police, Monitoring Staff moves vaccine to the Back-Up Refrigerator/Freezer Unit at the Public Health Lab. • Monitoring Staff will review incident and management with BOI Assistant Commissioner/Vaccine Task Force Branch Director at the time of the event or on the next day as appropriate.
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Fort Greene Health Center – Bureau of Immunization – Clinic Refrigerator and Freezer Units

295 Flatbush Avenue Extension, Fifth Floor, Brooklyn

Assistant Commissioner: Jane Zucker, MD, MSc

Medical Director: Bindy Crouch, MD, MPH

Clinic Director: Evelyn Brown, RN, MSN

UNIT NUMBER and LOCATION	COMPONENT	DAYTIME SUPPLY	NIGHTTIME SUPPLY
UNIT #1 Exam Room 1	Refrigerator	Some Adult and Pediatric Vaccine (Back-Up Space Also Available)	Empty (Back-Up Space: very rarely will have vaccine)
	Freezer	Empty (Back-Up Space)	Empty (Back-Up Space)
UNIT #2 Hallway Across From Exam Room 2	Refrigerator	Adult Vaccine	Empty (Back-Up Space)
	Freezer	Empty (Back-Up Space)	Empty (Back-Up Space)
UNIT #3 Exam Room 3	Refrigerator	Pediatric Vaccine	Pediatric Vaccine
	Freezer	Varicella	Varicella
UNIT #4 East Side of Clinic Hepatitis B Closet	Refrigerator	Adult Vaccine and Some Pediatric Vaccine	Adult Vaccine
	Freezer	Small Amount Varicella (Back-Up Space Also Available)	Empty (Back-Up Space)