



Philadelphia Department of Public Health  
Division of Disease Control  
Immunization Program

Vaccines For Children Program  
Telephone: (215) 685 – 6728  
Fax: (215) 685 - 6510

### Short-Dated Vaccine Report Form

Date Submitted: \_\_\_\_\_

Facility Name: \_\_\_\_\_ VFC Pin # \_\_\_\_\_

Facility Address: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Days and Times Office Is Open: \_\_\_\_\_

The following vaccines are due to expire within 60 to 90 days (2-3 months), and will not be used by the practice before the expiration date:

Vaccine	Lot Number	Expiration Date	# of Doses

*Thank you for identifying soon-to-be-expired vaccines. The City of Philadelphia Immunization Program will pick up your vaccine within 10 business days of receipt of your fax or letter. Please have a McKesson shipment box available for pick-up with your vaccines. If possible, the Immunization Program will redistribute the vaccine to other VFC providers who are in need of additional inventory.*

*Your forward planning will ensure that vaccine is not wasted.*

#### **INSTRUCTIONS TO PROVIDER**

Please complete all the requested information above, and FAX to the VFC Program at (215) 685-6510. Please call Christine Wilson at (215) 685 – 6728 to verify that your fax has been received.

Or mail a copy to:

Philadelphia Department of Public Health  
Vaccines for Children Program  
500 South Broad Street  
Philadelphia, PA 19146

[Please keep a copy for your records]