

SECTION 1 – INSTRUCTIONS FOR HEALTHCARE PROVIDER

1. Complete all mandatory fields (*).
2. York Region Public Health will only accept wastage of publicly-funded vaccines listed in our vaccine order forms. **Do not drop off other products, including: drugs, specimens, test kits or medical waste.**
Important: Return only unopened vials/syringes/ampoules to York Region Public Health as wastage.
 Opened vials, ampoules, or syringes either empty or with vaccine remaining, should be disposed of per regulation and guidelines by the Ministry of the Environment and Climate Change:
 - Environmental Protection Act, R.S.O. 1990, c. E.19, Regulation 347
 - C-4: The Management Of Biomedical Waste In Ontario
 - Registration Guidance Manual for Generators of Liquid Industrial and Hazardous Waste
3. **Do not return COVID-19 vaccines to York Region Public Health.** Wasted or expired COVID-19 vaccine doses, either in punctured or unpunctured vials, should be disposed of at your office per regulation and guidelines above. These doses must be documented as **wastage** on **COVaxON** and **must be reported** to York Region Public Health using the **Vaccine Reporting Tool (Geocortex)**.
4. Please email vaccineinventory@york.ca or call us at 1-877-464-9675 ext. 74033 for more information.

SECTION 2 – HEALTHCARE PROVIDER INFORMATION

*Holding Point Code (HPC): YOR_NW_ *Premise/Provider Name
 *Address *Phone number

SECTION 3 – DROP-OFF LOCATIONS

*Select Drop-Off Location – drop-off hours may vary. Please visit york.ca/vaccineinventory or call 1-877-464-9675 ext. 74033 for information on current office hours.

Newmarket 17150 Yonge Street	Richmond Hill 50 High Tech Road	Georgina 24262 Woodbine Avenue
Vaughan 9060 Jane Street	Markham 4261 Highway 7 East	

SECTION 4 – ACCOUNTABILITY STATEMENT

By submitting this form, I verify on behalf of the premise/provider that I am only returning **publicly-funded** vaccines received from York Region Public Health and that all due diligence has been taken to prevent unnecessary wastage.

*Print Name *Signature *Date (mm/dd/yyyy)

DID YOU KNOW?

Vaccines remain potent until the last day of the month unless a specific expiry date is labelled. For example, if an expiry states MR 2022, the vaccine can be used until March 31, 2022.

Complete and submit pages 1 and 2

SECTION 5 – WASTAGE CODES

- | | |
|--|--------------------------------------|
| CCE – Cold Chain: Emergency/Natural Disaster | DP – Damaged Product |
| CCH – Cold Chain: Human Error | EQ – Excessive Quantity |
| CCM – Cold Chain: Equipment Malfunction | EX – Expired Product |
| CCP – Cold Chain: Power Outage | FC – Facility Closure |
| CTP – Cold Chain: Breach in Transit | RP – Recalled Product |
| DE – Defective Product | SV – Suspected Vaccine Contamination |
| DI – Discontinued Product | |

Note: Return only unopened vials/syringes/ampoules to York Region Public Health as wastage.
 Opened vials/syringes/ampoules and any non-reusable COVID-19 vaccines should be discarded as biohazard waste at your premises.

*Vaccine Name	*LOT Number	*Expiry Date (MMM/DD/YYYY)	*No. of Doses	*Wastage Code	Office Use Only
					Verified By
Example: Adacel®	1A2B3C	MAR-31-2022	4	EX	

FOR OFFICE USE ONLY

Access York CCA Received By/Date

Sorted By/Date Entered to Panorama By/Date

Return ID Return Authorization Number

Panorama Ship Status Updated By/Date