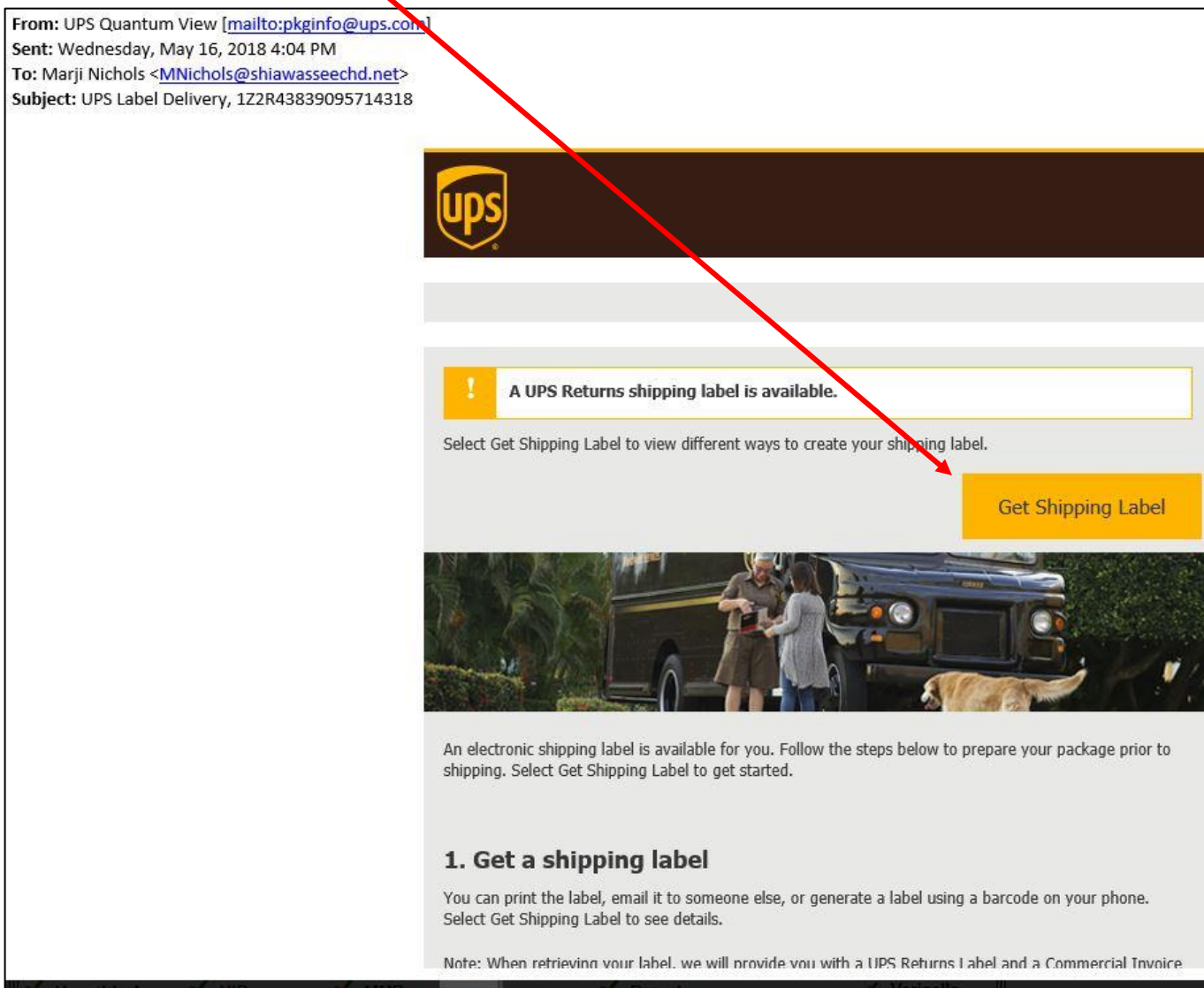


How to Return Expired or Non-Viable VFC Vaccine to McKesson (6/26/2018)

CDC requires all expired/non-viable VFC vaccine be returned to McKesson so that the VFC Program can receive excise tax credit from the manufacturers. All expired or wasted VFC vaccine must be returned to McKesson by providers, with the exception of broken vials/syringes, open vials or drawn but not used syringes. Broken/open vials and drawn but not used syringes should be recorded as wastage in MCIR VIM and then discarded in a sharps container.

Providers must complete the correct transactions in MCIR to transfer the expired/wasted vaccine out of their VFC inventory. These transactions populate the Returns/Wastage reports in MCIR. Once the Returns/Wastage report has been created and submitted to MDHHS a return UPS shipping label will be emailed from McKesson directly to the VFC Primary Contact using the email address on file on the VFC Enrollment form in MCIR.

Below is a screen shot of the email providers will receive. Click on the gold **Get Shipping Label** link to retrieve your label.



The screenshot shows an email interface with the following details:

- From:** UPS Quantum View [mailto:pkginfo@ups.com]
- Sent:** Wednesday, May 16, 2018 4:04 PM
- To:** Marji Nichols <MNichols@shiwasseechd.net>
- Subject:** UPS Label Delivery, 1Z2R43839095714318

The main content of the email features the UPS logo at the top. Below it is a yellow notification box with an exclamation mark icon and the text: "A UPS Returns shipping label is available." Underneath this box, it says "Select Get Shipping Label to view different ways to create your shipping label." A prominent yellow button labeled "Get Shipping Label" is positioned to the right. A red arrow points from the text above to this button. Below the button is a photograph of a UPS driver in uniform interacting with a woman next to a UPS delivery truck, with a dog in the foreground. At the bottom of the email, there is a section titled "1. Get a shipping label" with instructions: "You can print the label, email it to someone else, or generate a label using a barcode on your phone. Select Get Shipping Label to see details." A note at the very bottom states: "Note: When retrieving your label, we will provide you with a UPS Returns Label and a Commercial Invoice."

The label is only good for 30 days so please print it off and use it as soon as you receive it.

The emailed return label will be coded with an internal tracking number used by McKesson to manage vaccine returns. Because we no longer use a paper vaccine loss report form, the only way McKesson can track what is being returned inside the box is through the label. It should only be used on the box containing the non-viable vaccine being returned to McKesson. Place all vaccine to be returned in a bag – do not put loose vials in the box. If you do not have McKesson shipping box, you can use any stable box or wait until your next vaccine delivery and use that box.

Have the box picked up by UPS at their next visit to your office or take the box to the nearest UPS drop off facility. Do not call UPS and ask them to come and pick up the box for you. It could result in a charge from UPS to your practice.

If you have not received an emailed label within a few days of the vaccine loss being submitted to MDHHS, please check your Spam/Junk folder. If you still cannot locate the label, contact your local health department for further assistance.

Do not return private stock vaccine to McKesson. If private vaccine is returned to McKesson in error it cannot be retrieved.