

How to Record No Longer Viable COVID-19 Doses from a Multi-Dose Vial (MDV) in MCIR

1. Log in directly to the MCIR via [MILogin](#).
2. On your MCIR home screen click **Manage Inventory**.
3. From the inventory dropdown options select **Outbreak** and click **Get Inventory**.
4. Find the vaccine lot to document the no longer viable COVID-19 vaccine, (Figure 1).
5. Click directly on the hyperlinked vaccine product name, (Figure 1).
6. Click **Add New Transaction**, (Figure 2).

Manage Inventory - Outbreak Print Help
Home Exit

Person Rem/Rcl Sch/CC VIM Imp/Exp VFC My Site Adm Rpts Oth
 Manage Inv Ret/Wste Rept Proc Ret/Wste Rpt Search Ret/Wste Rpts Inv Hist Vacs Admin

Inventory: Outbreak

Inventory Details Last Balanced: 11/15/2020

Name: Outbreak
 Default Active Active Date: 11/16/2020

Product	Lot #	Expires	On Hand	Active	Default
Add Vaccine Lot Lot Detail View					
COVID-19 JSN - 59676-580-15	041A21A	12/31/2069	270 doses	✓	
COVID-19 JSN - 59676-580-15	042A21A	12/31/2069	1000 doses	✓	
COVID-19 JSN - 59676-580-15	204A21A	12/31/2069	200 doses	✓	
COVID-19 MOD 10 CTN - 80777-273-99	040B21A	12/31/2069	500 doses	✓	
COVID-19 MOD 10 CTN - 80777-273-99	006C21A	12/31/2069	320 doses	✓	
COVID-19 MOD 10 CTN - 80777-273-99	005C21A	12/31/2069	700 doses	✓	

Figure 1

Lot Transactions - Outbreak Print Help
Home Exit

Person Rem/Rcl Sch/CC VIM Imp/Exp VFC My Site Adm Rpts Oth
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[Manage Inventory](#)

Lot Information

Vaccine	COVID-19 (Moderna)	Expires	12/31/2069	Volume/Dose:	0.5
Mfr (Product)	Moderna (COVID-19 MOD 10 CTN)	Lot #	005C21A	On Hand:	700
NDC (carton)	80777-273-99	Presentation	CTN (10)	Lot Status	Active
NDC (vial)	80777-273-10			Default	No
Date Created	04/26/2021	Created By		CVX/MVX:	207/MOD

Date	Transaction Log	Qty	LWB	Comments
Add New Transaction				
04/30/2021	Current Balance	700	0	
04/26/2021	Transferred In: Order Received	700	0	Shipped item recorded for VFC order #
11/15/2020	Balance Forward	0	0	

Figure 2

The Add Vaccine Lot Transaction Outbreak Screen displays.

7. Enter the date the multi-dose vial (MDV) is no longer viable, (Figure 3).
8. Enter number of doses remaining in the MDV that are no longer viable, (Figure 3).
9. **ACTION:** Select Non-Return Opened MDV (Figure 3).



Figure 3

10. **COMMENT:**
Required to discard due to loss in vaccine viability.* (Figure 4).
11. Click Submit.

*Use this standard comment for Multi-dose vial loss transactions.



Figure 4

The Lot Transactions – Outbreak Screen displays the vaccine **Non-return MDV transaction with comment**, (Figure 5).

Lot Transactions - Outbreak [Print Help](#)
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Lot Information

Vaccine	COVID-19 (Moderna)	Expires	12/31/2069	Volume/Dose:	0.5
Mfr (Product)	Moderna (COVID-19 MOD 10 CTN)	Lot #	006C21A	On Hand:	690
NDC (carton)	80777-273-99	Presentation	CTN (10)	Lot Status	Active
NDC (vial)	80777-273-10			Default	No
Date Created	04/20/2021	Created By		CVX/MVX:	207/MOD

Date	Transaction Log	Qty	LWB	Comments
04/30/2021	Current Balance	690	0	
<u>04/30/2021</u>	Non-Return Opened MDV	-10	0	Required to discard due to loss in vaccine viability.

[Add New Transaction](#)

Figure 5