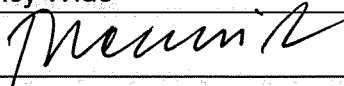


Guam Behavioral Health and Wellness Center		
TITLE: Covid-19 Vaccine Management Plan	POLICY NO.: AD-Pharma-15	Page 1 of 8
APPLICABILITY: Agency Wide		
APPROVED BY:  THERESA C. ARRIOLA, DIRECTOR	DATE OF ORIGINAL APPROVAL: 5/16/22	
	DATE REVISED/REVIEWED:	

PURPOSE:

To establish a Covid-19 vaccine management plan for routine vaccination to protect vaccines and minimize loss due to negligence. This policy is in compliance with the Centers for Disease Control and Prevention (CDC) COVID-19 Vaccination Program guidelines and the Guam Department of Public Health and Human Services (DPHHS).

POLICY:

- A. Guam Behavioral Health and Wellness Center (GBHWC) shall participate in the CDC COVID-19 Vaccination Program and adheres to all requirements outlined in the CDC provider agreement, including updated recommendations, requirements, and other guidance provided by the Guam Department of Public Health. The following CDC requirements shall be adhered to: (*Reference: <https://www.cdc.gov/vaccines/covid-19/vaccination-provider-support.html>*)
 1. COVID-19 Vaccine Administration and Reporting Requirements
 2. Requirements for Safe Immunization Services Practices during the COVID-19 Pandemic
 3. Requirements for COVID-19 Vaccine Storage and Handling
 4. Requirements for Reporting to VAERS
 5. Requirement for Quality Assurance Monitoring

- B. GBHWC shall have a Covid-19 vaccination service program for its consumer and staff. It shall open a vaccination clinic every Thursday 9:00 am- 3:00 pm at medication clinic by appointment while supplies last.

- C. GBHWC shall use the CDC Program Compliant vaccine storage refrigerator(s) and freezer(s) with a DPHSS Immunization Program compliant continuous temperature monitoring device or data logger accurate within +/-1°F (+/- 0.5°C) and maintains the recommended temperature range as follows:
 1. Refrigerator between 36°F-46°F (2°C-8°C)
 2. Freezer: below 5°F (-15°C).

- D. GBHWC shall establish an Emergency Vaccine Management Plan to follow in the case of power outage, appliance malfunction, weather conditions, or human error that may affect vaccine viability. The plan shall be reviewed annually.
 1. A vaccine Management Retrieval and Storage Plan shall be posted or kept near the vaccine storage units. (Attachment *FAD-Pharma-15.1 Vaccine Emergency Retrieval and Storage Plan*)

- E. GBHWC shall provide vaccine management best practices training to all staff who are involved in the storage, preparation and /or administration of COVID-19 vaccines annually.
 - 1. All staff involve should have awareness and be familiar with the Vaccine Management Plan and the DPHSS Immunization Program requirements.
 - 2. Staff are required to sign the training log once they completed the training through the CDC Training resources website.

- F. The Pharmacist shall be the Primary Vaccine Coordinator (PVC) and the Nurse Administrator will be the alternate. The PVC and the alternate shall be responsible for all vaccine management activities, completing required program trainings including training of new staff as well as designating a vaccine management personnel.
 - 1. Important key contacts / vaccine management personnel contact and email shall be posted near vaccine storage units.
 - 2. The pharmacy staff shall be part of the vaccine management personnel and will be considered as the backup coordinators.

RESPONSIBILITIES:

- A. Pharmacist: Primary Vaccine Coordinator
 - 1. Shall receive the vaccines and checks Digital Data Logger (DDL) for temperature excursion if any
 - 2. Shall verify the vaccine, quantity, lot number,, and ancillary supplies received
 - 3. Shall process the inventory in the immunization registry GuWebIZ.
 - 4. Ensures acceptable temperature ranges have been maintained
 - 5. Ensure proper handling and storage of vaccines in the pharmacy
 - 6. Performs physical inventory monthly and orders the vaccine
 - 7. Ensures there are no expired vaccines in the refrigerator or freezer.

- B. Alternate Vaccine Coordinator
 - 1. Shall complete the training and education required under the VFC program
 - 2. Meet responsibilities described above when the primary Vaccine coordinator is not available.

- C. Back-up Coordinators
 - 1. Shall pick up the vaccine from the DPHSS Immunization Office.
 - 2. Shall ensure that cold chain process is maintained during the transport of the vaccines.

DEFINITION:

GuWebIZ	Is a secure health information system that contains immunization records of registered Guam residents.
VFC manual	Vaccine for Children Program Manual provides vaccine management guidelines and vaccine storage and handling tool kit to all providers.
Digital Data Logger	A thermometer that provides information about temperatures recorded at intervals that can be preset using web-based software

PROCEDURE:

A. Storage Set Up and DLL Calibration

1. Set Up and Power Supply

- a. Storage units are set up according to Vaccine for Children (VFC) Program requirements.
- b. Storage units are kept away from direct sunlight and away from walls to allow air circulation.
- c. Each unit is plugged directly into a wall outlet and is not controlled by a light switch, power strips, or surge protectors with an on/off switch. Extension cords are never used to connect storage units to an outlet
- d. "DO NOT UNPLUG" signs are posted at each outlet and circuit breakers.
- e. The glycol-encased temperature data logger probe is placed in the center of the unit, near the vaccines.
- f. The data logger's display is securely attached to the outside of the storage unit.

2. Temperature Data Logger Specification and Calibration

- a. Each storage unit has a DPHSS Immunization Program compliant continuous temperature monitoring device or data logger accurate within $\pm 1^{\circ}\text{F}$ ($\pm 0.5^{\circ}\text{C}$).
- b. Each data logger has a current and valid Certificate of Calibration (also known as a Report of Calibration).
- c. Each data logger has a digital display of current, minimum, and maximum temperatures.
- d. GBHWC has a minimum of one back-up data logger, meeting VFC Program requirements, for use when primary data loggers fail or are being recalibrated.
- e. Data logger batteries are replaced every six months.
- f. Primary and back-up data loggers are calibrated annually (or according to the manufacturer's recommendation).
- g. Valid certificates not issued by an accredited lab must include: date of testing, data logger model/serial number, measurement results, uncertainties, pass/fail statements, and statement that testing meets ISO 17025 Standard.
- h. Certificates of Calibration are filed in a readily accessible area, kept for three years, and are presented to VFC Program and Immunization Section staff for review upon request.
- i. Data loggers are replaced when no longer accurate within $\pm 1^{\circ}\text{F}$ ($\pm 0.5^{\circ}\text{C}$) based on calibration results.

B. Vaccine Management

1. Vaccine Storage and Handling

- a. Vaccine storage and handling plans follow the Vaccine Management Guidelines found in the Vaccine for Children (VFC) Program Manual and the CDC's Vaccine Storage and Handling Toolkit.
- b. Storage units have adequate capacity to store vaccine supply at all times, including during peak back-to-school and flu season.

- c. Storage units are routinely cleaned inside, kept dust-free outside, and doors have proper seals.
 - d. Keep maintenance and repair records on file and make them available to review upon request
 - e. Vaccine is never stored in the door, drawers, or bins. Unit drawers/deli crispers are removed.
 - f. To stabilize temperatures, water bottles are kept in the refrigerator where vaccines cannot be stored. Frozen cold packs are kept in the freezer for similar purpose.
 - g. Vaccines are organized in plastic mesh baskets and clearly labeled by type of vaccine.
 - h. Vaccines are stored in their original packaging until administered; vaccine supply is 2-3 inches away from walls, air vents, and floor to allow space for air circulation.
 - i. Food, beverages, and laboratory specimens are not stored in the units at any time.
 - j. When medications or biologic media (not inoculated) are stored in the unit, they are placed on the shelves below vaccines.
2. Storage Set Up & Power Supply
- a. Storage units are set up according to VFC Program requirements.
 - b. Storage units are kept away from direct sunlight and away from walls to allow air circulation.
 - c. Each unit is plugged directly into a wall outlet and is not controlled by a light switch, power strips, or surge protectors with an on/off switch. Extension cords are never used to connect storage units to an outlet
 - d. "DO NOT UNPLUG" signs are posted at each outlet and circuit breakers.
 - e. The glycol-encased temperature data logger probe is placed in the center of the unit, near the vaccines.
 - f. The data logger's display is securely attached to the outside of the storage unit.
3. Safeguarding Vaccines
- a. When an out-of-range temperature is identified, immediate action is taken to assess the situation and to prevent vaccine spoilage.
 - b. The DPHSS Immunization Program is contacted to report the incident and to file a storage and handling incident report.
 - c. Label vaccine "DO NOT USE." Keep vaccine stored in the recommended temperature range, if possible.
 - d. The practice has an Emergency Vaccine Management Plan to follow in the case of power outage, appliance malfunction, weather conditions, or human error that may affect vaccine viability.
 - e. When necessary to transport vaccine to another storage unit or to a predetermined site, the practice always follows DPHSS Immunization Program guidelines.
4. Vaccine Stock and Inventory
- a. Pharmacist conducts physical vaccine inventory at least once a month and before ordering vaccine. Ensure it has enough vaccine supply to meet the needs of its clients.

- b. The Pharmacist must keep up to four weeks' additional supply to mitigate shortages in the event of shipment delays.
 - c. An inventory control system, i.e., usage log, which documents each patient, vaccine type, lot number, and date of administration shall be utilized.
 - d. The practice maintains accurate records and makes them available upon request to DPHSS Immunization Program representative.
5. Stock Rotation, Returns and Transfers
- a. Rotates the vaccine inventory so that vaccines with shorter expiration dates are used first.
 - b. If the practice has vaccine due to expire, notify the DPHSS Immunization Program.
 - c. If vaccine becomes spoiled or expires, staff removes it immediately from the storage unit, reports it to the DPHSS Immunization Program, and adjusts it out of their GuWebIZ.
 - d. Vaccine that is spoiled or expired must be reported to the DPHSS Immunization Program before a new order can be submitted.
 - e. The following vaccine supplies should not be returned:
 - i. Used syringes with or without needles
 - ii. Syringes with vaccine drawn up and not used.
 - iii. Broken or damaged vaccine vials.
 - iv. Multi-dose vials that have already been withdrawn.
6. Temperature Monitoring and Documentation
- a. Temperature readings shall be monitored using a digital data logger a certified calibrated continuous temperature monitoring device.
 - b. The vaccine coordinator reads and records refrigerator temperatures twice a day, in the morning before opening the storage units and at the end of the day (when the pharmacy opens and before it closes).
 - c. The person documenting the storage unit temperature initials the temperature log.
 - d. Document temperatures on DPHSS Immunization Program temperature log even if the practice uses a continuously recording/graphing data logger, data logger.
 - e. Take immediate action if temperatures are outside acceptable ranges
 - f. Implement the Emergency Vaccine Management Plan, if necessary
 - g. Report vaccines exposed to out of range temperatures immediately to the DPHSS Immunization Program
 - h. Temperature logs must be maintained for three years.
7. Vaccine Return/Wastage
- a. Vaccine drawn up and not used is disposed of and accounted for properly in the GuWebIZ.
 - b. Wasted or expired vaccines must be documented on the vaccine wastage form provided by DPHSS Immunization Office and to be submitted by fax or email at their office every 1st of the month.
 - c. Following the submission of the form expired and spoiled vaccine must be returned to DPHSS Immunization Office.
 - d. Keep a copy of the form on your record for file.

8. Ordering Vaccines

- a. Orders are submitted to DPHSS immunization Program and placed according to assigned order frequency, vaccine usage, and take into account the inventory in stock.
- b. A physical inventory shall be conducted prior to placing an order
- c. Orders are placed with sufficient inventory on hand to allow time for order processing and vaccine pick-up.
- d. Providers must document inventory and doses administered since the previous order for each vaccine.

C. Emergency Protocol

1. Refrigerator Failure or Malfunction

- a. Determine if the equipment failure is mechanical (ex. No lights in the refrigerator, no fan noise, digital temperature is above or below the specific target range) or power related.
- b. Activate the Vaccine Emergency Retrieval and Storage Plan.
- c. Record the current temperature of the refrigerator. This will provide data on the maximum temperature and duration of exposure of vaccine or inappropriate temperature.
- d. Do not allow vaccines to remain in a nonfunctioning unit for an extended period of time (in general, more than 2 hours). If longer than 2 hours, relocate vaccine immediately.
- e. Assure that the vaccine is placed in a location with adequate refrigeration.
- f. Call the Public Health Immunization Program (671-735-7143) as appropriate for the situation, for any special instructions or forms.
- g. A repair technician should check the unit to determine need to repair or replacement.
- h. Transfer vaccine to the alternative storage unit located at the Facilities and Operation Section. If this is not available the designated back-up facility Tobacco Enforcement Office or Therapeutic Group Home (TGH)) will be notified of the refrigeration failure and the need to store vaccine at their location.

2. Power Failure

- a. The security guards shall inform the vaccine coordinator or the designated back up coordinator if there is a power failure during after office hours, weekends and Holidays when the clinic is closed.
- b. Guam Power Authority (GPA) shall be contacted 671-648-3000 to obtain estimated time it will take to restore power.
- c. Meet with the facilities manager regarding the status of generator and monitor how long the power failure will take and make sure that the generator is working until power comes back.
- d. If the generator is not working and you are certain that the power will be restored before the vaccine storage unit temperature fails out of recommended range, take the following steps:
 - i. Do not open the refrigerator door until the power is restored.

- ii. Monitor refrigerator temperature using external digital thermometer, do not open the door if the refrigerator temperature reaches above 36 F to 46 F.
3. Procedure for Transport to Back Up Storage Facility
 - a. Have vaccine packing instructions readily available for staff unfamiliar with packing procedures.
 - b. Alert the alternate storage facility prior to transporting vaccines.
 - c. Bag all vaccines and label the bag with name of the clinic and whether it is VFA or private stocks.
 - d. Have inventory list for the vaccines that will be transported.
 - e. Pack refrigerated vaccine in the ice cooler with "conditioned" ice packs. Do not let vaccine touch ice directly. Place bubble wraps or foam padding between the ice and vaccine.
 - f. If available, use a thermometer in each container.
 - g. Transport immediately to a designated alternate location.
4. Pre-Typhoon Measures
 - a. Review emergency protocol regarding natural disaster/power failure. Update the information and inform designated site of possible storage due to typhoon.
 - b. Meet with Facilities and Operation Supervisor regarding the status of the generator at the clinic.
 - c. In the event GBHWC is unsure regarding the status of the generator at the pharmacy, store vaccines at the Public Health Immunization Program Office.
 - d. Expect phone calls from the Public Health Immunization Program staff concerning storage of vaccines.
 - e. If vaccines are to be stored in the Public Health Immunization Program or in other designated site.
 - i. Pack vaccines to assure the cold chain is maintained and monitored during transportation.
 - ii. Label with name of the clinic and whether it is VFA or private stock.
 - iii. Have inventory of vaccines stored.
 - iv. Transport the vaccine following proper cold chain procedure for storage and handling.
 - v. Endorsed all vaccines to the official staff in immunization program.
5. Post Typhoon Measures
 - a. Make sure power is stable already and no power fluctuation is happening anymore.
 - b. Monitor refrigerator and freezer for any mechanical problem.
 - c. Pick up all vaccines after following all protocol of cold chain.

REFERENCES:

CDC. (2022, Jan 7). *CDC Covid-19 Vaccination Program Provider Requirements and Supports*. Retrieved from Centers for Disease Control and prevention: <https://www.cdc.gov/vaccines/covid-19/vaccination-provider-support.html>

SUPERSEDES:

A. Title; Policy No.; Effective date/signature date; Approving individual's name

ATTACHMENTS:

F-AD-Pharma-15.1 Vaccine Emergency Retrieval and Storage Plan

FAD-Pharma-15.2 Training Log for Required Continuous Education

FAD-Pharma 15.3 Refrigerator Temperature Log



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Type of Unit (refrigerator or Freezer)	Brand	Model Number	Serial Number
1. Pharmacy Dept. Refrigerator	Helmer	HPR113-GX Horizon series	2083858
2.			
3.			

Alternate Vaccine Storage Facilities (at least 2)			
Emergency Resources Company Name/Address	Contact Person	Contact Number	Alternate number
1. Warrior Therapy Group Homes/308 Father Duenas Dr. Tamuning, Guam	Charles Pangelinan	971-5176	647-5340
2. Tabaco Enforcement Office/231 Farenholt Avenue Suite S 202 A&B Tamuning, Guam	Victor Lujan	688-4676	647-4335 647-4336

TRANSPORTATION TO ALTERNATE VACCINE STORAGE FACILITY			
EMERGENCY RESOURCE	CONTACT PERSON	TELEPHONE NUMBERS	ALTERANATE NUMBER
Clinic/Facility car	Quenie Fisher	487-2402	647-0347
Private vehicle	Leonora Urbano	482-5364	647-8837
Other:	Charles Pangelinan	971-5176	647-5340

Note: This plan should be reviewed annually and updated when staff or procedure changes.
 Updated: 12 / 14 / 21 Date (Current as of): 12 / 14 / 21
 Print/Signature of person completing form:



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VACCINE EMERGENCY RETRIEVAL AND STORAGE PLAN

Various situations may compromise vaccine storage conditions, such as equipment failures, power outages, or natural disasters. Ensure that the emergency plan includes up-to-date information regarding procedures to follow to protect and/or retrieve vaccines as quickly as possible when a potentially compromising situation occurs. In addition to facility staff, ensure that custodial and security staff are aware of the emergency plan and know procedures to follow to notify designated staff about any problems with vaccine storage equipment or power outages.

In advance of an emergency, complete the following checklist and forms and store this information in an easily accessible area near the vaccine storage units.

Staff members should be familiar with the Routine and Emergency Vaccine Storage and Handling Plan.

VACCINE COORDINATORS			
VACCINATE COORDINATORS	Name/Title	Cell Number	Alternate
PRIMARY	Quenie Fisher/Pharmacist In Charge	487-2402	647-0347
ALTERNATE(BACK-UP)	Leonora Urbano/ Psychiatric Nursing Administrator	482-5364	647-8837
Emergency Staff Contact List			
NAME	TITLE	CONTACT NUMBER	ALTERNATE #
Elaine Aguon	Pharmacy Tech	988-5524	647-0347
Cristina Marquez	Pharmacy Tech	482-6076	647-0347
Miriam Carino	LPN	488-4268	647-5345
Jeremy Lloyd-Taitano	RN	488-4268	647-5345

* List contacts in order of preference. Determine whether all or certain persons on the list should be contacted or if the first person reached is sufficient. Include the primary and alternate (back-up) vaccine coordinators on the list. Note: Persons listed should have 24hr access to the facility.



COVID-19 Vaccine Administration Competencies Assessment Form

	Core Skills, Techniques, and Procedures	N/A	Needs to Improve	Meets or Exceeds	Needs to Improve	Meets or Exceeds	Plan of Action*
Vaccine Product Knowledge	1. Completes COVID-19 vaccine training and additional training as needed.						
	2. Understands clinical guidance and can accurately assess and vaccinate based on: <ul style="list-style-type: none"> ❖ eligibility requirements ❖ vaccination schedule and history ❖ contraindications ❖ precautions ❖ clinical considerations 						
	3. Understands post-vaccination clinical guidance, including: <ul style="list-style-type: none"> ❖ recommended observation times ❖ signs and symptoms of allergic reactions and anaphylaxis 						
	4. Explains how the vaccine works, major vaccine components, and side effects.						
Storage and Handling	1. Demonstrates knowledge of proper procedures when managing vaccine shipments, including inspecting, unpacking, accounting, and storing vaccines.						
	2. Explains the cold chain requirement for the specific COVID-19 vaccine product(s) used at the facility, including protocol(s) in case of temperature excursions or cold chain failure.						
	3. Demonstrates use of proper temperature monitoring and recording process for the facility, including the process for handling a temperature excursion.						



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F°

Refrigerator Temperature Log

Clinic Name: _____

Month/Year (Days 1-15): _____

1 Record Time and your Initials

2 Check if Alarm triggered

3 a. Record Current, MIN and MAX temperatures
b. Circle if TOO WARM or TOO COLD. Refer to ranges.

4 Take action for one of the 3 ranges*

Room Temp

Day of Month	Time	Initials	Alarm	CURRENT	MIN	MAX
Example	8:00 am	MLG		37.0	37.0	40.2
	4:00 pm	MLG	✓	35.0	35.0	40.2
1	am					
	pm					
2	am					
	pm					
3	am					
	pm					
4	am					
	pm					
5	am					
	pm					
6	am					
	pm					
7	am					
	pm					
8	am					
	pm					
9	am					
	pm					
10	am					
	pm					
11	am					
	pm					
12	am					
	pm					
13	am					
	pm					
14	am					
	pm					
15	am					
	pm					

TOO WARM

Temps higher than 46° F

MAX TOO WARM?


- Press MEMORY CLEAR/RESET buttons
- Make sure refrigerator doors is shut
- Post "DO NOT USE" vaccines sign
- Alert your supervisor
- Report excursion to the Immunization Program

GOOD

Temps 46° F
45°
44°
43°
42°
41°
40°
39°
38°
37°
36° F

MIN & MAX GOOD

- Press MEMORY CLEAR/RESET buttons
- Make sure refrigerator doors is shut




TOO COLD

Temps 35.9° F or Colder

MIN TOO COLD?

- Press MEMORY CLEAR/RESET buttons
- Make sure refrigerator doors is shut
- Post "DO NOT USE" vaccines sign
- Alert your supervisor
- Report excursion to the Immunization Program



*Download and Review Data Loggers weekly.
*Continue to Review and Document temperatures when using a data logger.

VFC Contacts/Supervisor

Review log and sign when completed. Keep logs and excursion reports for 3 years.

I certify that temperatures recorded on this log are correct. All temperatures that were TOO WARM or TOO COLD are circled and corrective actions was taken. I understand that falsifying logs will result in vaccines being unusable-patients may need to be revaccinated and provider may need to replace vaccines.

VFC Contact Name and Signature: _____ Date: _____





Refrigerator Temperature Log

Clinic Name: _____

Month/Year (Days 16-31): _____

Reefer Location: _____

1

Record Time and your Initials

2

Check if Alarm triggered

3

a. Record Current, MIN and MAX temperatures
b. Circle if TOO WARM or TOO COLD. Refer to ranges.

Take action for one of the 3 ranges

4

Day of Month	Time	Initials	Alarm	CURRENT	MIN	MAX
16	am					
	pm					
17	am					
	pm					
18	am					
	pm					
19	am					
	pm					
20	am					
	pm					
21	am					
	pm					
22	am					
	pm					
23	am					
	pm					
24	am					
	pm					
25	am					
	pm					
26	am					
	pm					
27	am					
	pm					
28	am					
	pm					
29	am					
	pm					
30	am					
	pm					
31	am					
	pm					

MAX TOO WARM?

TOO WARM

Temps warmer than 46° F.

- Press MEMORY CLEAR/RESET buttons
- Make sure refrigerator doors is shut
- Post "DO NOT USE" vaccines sign
- Alert your supervisor
- Report excursion to the Immunization Program

GOOD

Temps 46° F - 36° F

46°
45°
44°
43°
42°
41°
40°
39°
38°
37°
36° F

MIN & MAX GOOD

- Press MEMORY CLEAR/RESET buttons
- Make sure refrigerator doors is shut

MIN TOO COLD?

TOO COLD!

Temps 35.9° F or Colder

- Press MEMORY CLEAR/RESET buttons
- Make sure refrigerator doors is shut
- Post "DO NOT USE" vaccines sign
- Alert your supervisor
- Report excursion to the Immunization Program

*Download and Review Data Loggers weekly.
*Continue to Review and Document temperatures when using a data logger.

VFC Contacts/Supervisor: _____

Review, sign and submit log when completed. Keep logs and excursion reports for 3 years.

I certify that temperatures recorded on this log are correct. All temperatures that were TOO WARM or TOO COLD are circled and corrective actions was taken. I understand that falsifying logs will result in vaccines being unusable-patients may need to be revaccinated and provider may need to replace vaccines.

VFC Contact Name and Signature: _____ Date: _____





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REVIEW AND ENDORSEMENT CERTIFICATION

The signatories on this document acknowledge that they have reviewed and approved the following:

Policy Title: Covid-19 Vaccine Management Plan

Policy No: AD-Pharma-15

Initiated by: Quenie-Mei Fisher

Date	Signature
02/22/2022	

Quenie-Mei Fisher
GBHWC Pharmacists

Date	Signature
02-28-2022	

Barsen Adelbai
Management Analyst III - Medical Records Unit Supervisor

Date	Signature
3-4-2022	

Marilyn Aflague
Administrative Service Officer, Patients Affairs Business Office

Date	Signature
2/22/22	

Cydsel Victoria Toledo
Management Analyst IV, Regulatory Compliance/Quality Improvement

Date	Signature
3/4/22	

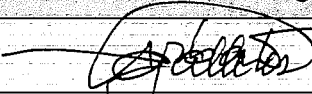
Debbie Paulino
Administrative Officer




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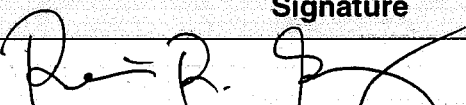
TEL: (671) 647-5330 FAX: (671) 649-6948

Date	Signature
2-28-2022	


Leonora Urbano MSN, RN-BC
Nursing Administrator

Date	Signature
3-3-22	

James Cooper-Nurse, PhD
Child Adolescent Services Division Administrator

Date	Signature
3/9/2022	

Reina Sanchez, M.A
Clinical Administrator

Date	Signature
02/28/2022	

Dr. Ariel Ismael
Medical Director

Date	Signature
3/10/22	

Carissa Pangelinan
Deputy Director