<table>
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<th>Suggested Supplies Checklist for Pediatric and Adult Immunization Clinic</th>
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### Vaccines*
- Diphtheria, tetanus, and pertussis (DTaP)
- DTaP-HepB-IPV (Pediarix™)
- DTaP-Hib (Tri Hib®)
- Haemophilus influenzae type b (Hib)
- Hepatitis A
- Hepatitis B
- Hep B-Hib (ComVax™)
- Hep A-Hep B (Twixrix®)
- Human papillomavirus (HPV)
- Influenza, trivalent injectable (TIV) (*in season*)
- Measles, mumps, rubella (MMR) and diluent
- Meningococcal and diluent
- Pneumococcal conjugate (PCV)
- Pneumococcal polysaccharide (PPV)
- Polio, inactivated (IPV)
- Rotavirus
- Tetanus-diphtheria, adult (Td)
- Tetanus, diphtheria, and pertussis (Tdap)
- Influenza, live attenuated intranasal (LAIV) (*in season*)
- Measles, mumps, rubella, varicella (MMRV) and diluent
- Varicella and diluent
- Zoster (shingles) and diluent

*Note: do not place diluent in container with dry ice.*

### Vaccine Information Statements (VISs)*
- DTaP
- Hepatitis A
- Hepatitis B
- HPV
- Hib
- Influenza (TIV)
- Influenza (LAIV)
- MMR
- Meningococcal
- Polio
- PCV
- PPV
- Rotavirus
- Td
- Tdap
- Varicella
- Zoster (shingles)

### Clinic Charts
- Immunization clinic standing orders and protocols
- Vaccination administration records (medical charts)
- Billing forms
- “Screening Questionnaire for Childhood Immunization”**
- “Screening Questionnaire for Adult Immunization”**
- “Summary of Recommendations for Childhood and Adolescent Immunization”**
- “Summary of Recommendations for Adult Immunization”**
- Immunization record cards for patients
- Release of information forms
- Notification of vaccination letter (to send to primary clinic)
- Vaccine Adverse Events Reporting (VAERS) forms
- List of clinics, phone #s, and other referral sources
- This “Suggested Supplies Checklist for Pediatric & Adult Immunization Clinic”**
- Schedules with dates for future clinics

### Vaccine Supplies*
- 2 “Sharps” disposal containers
- 1 box of 3 cc syringes
- 22–25g needles
  - 5/8”;
  - 1”;
  - 1 1/2”;
  - 2”
- 1 box of latex gloves
- Alcohol wipes
- Spot band aids
- Rectangular band aids
- 1” gauze pads or cotton balls
- Thermometers
- Probe covers for thermometer
- Certified calibrated thermometer for vaccine cooler
- One cloth towel
- Paper towels
- Bleach solution in spray bottle

*Always check the expiration dates of all vaccines, medications, and medical supplies before using! In addition, be sure to check that you have the most current versions of the VISs. To learn more about VISs, visit www.immunize.org/vis.*

**These materials are available at www.immunize.org

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For instructions on how to pack and transport vaccines, go to [www.immunize.org/catg.d/p3049.pdf](http://www.immunize.org/catg.d/p3049.pdf)

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