



## Vaccine Management Unit Vaccine Order Form

It is essential that this vaccine order is faxed or emailed to the Vaccine Management Unit **at least 2 working days** prior to your next scheduled delivery. **Urgent orders may take up to 10 business days for delivery.**

Immunisation providers are encouraged to **keep vaccine stocks to a minimum** by ordering only the amount of vaccines required for the period **until the next scheduled delivery**. As a guide – note the number of vaccines used over the last month, plus 10%, then take away the amount of stock on hand.

Practice / Clinic: \_\_\_\_\_

Urgent Delivery  Reason \_\_\_\_\_

Scheduled Delivery Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Address: \_\_\_\_\_

Telephone No: \_\_\_\_\_

Vaccine	Current Stock Numbers	Doses Required
Act-HIB® (Hib)		
Adacel® / Boostrix® (dTpa) <b>Adolescent and Antenatal</b> from 20 weeks' gestation or as soon as possible after this. Can be given up to delivery		
Infanrix® / Tripacel® (DTPa)		
Infanrix®-Hexa (DTPa, Hib, Polio, Hep B)		
Infanrix®-IPV / Quadracel® (DTPa & Polio)		
I POL® (IPV)		
Neisvac-C® (MenCCV)		
Nimenrix® (Meningococcal ACWY)		
Pneumovax 23® (Pneumococcal)		
Prevenar 13® ( <b>Paediatric</b> ) (Pneumococcal)		
Prevenar 13® ( <b>Adult</b> ) (Pneumococcal)		
Priorix® or MMR®II (MMR)		
Priorix Tetra® / Proquad® (MMRV)		
Rotarix® (Rotavirus)		
Varilrix® / Varivax (Varicella)		
Zostavax® (Herpes Zoster)		
Other:		

**Please turn over for influenza and links to HPV, Meningococcal B and Hepatitis B vaccine orders.**

**Influenza Vaccine Orders (please note advice below)**

Vaccine	Current Stock Numbers	Doses Required
Influenza - 6 months to <5 years		
Influenza - 5 years to 64 years		
Influenza - 65 years and over		

~ Before you administer an influenza vaccine check your patient’s age and check that you have the correct vaccine. The packaging and syringe have the age groups written on them ~

**HPV Orders**

Please use the HPV order form available from the Vaccine Management Unit or Website <https://www.health.act.gov.au/services/immunisation>

**Men B (Bexsero) Orders**

Please use the Men B order form available from the Vaccine Management Unit or Website <https://www.health.act.gov.au/services/immunisation>

**HEP B**

Please use the Hep B order form available from the Vaccine Management Unit or Website <https://www.health.act.gov.au/services/immunisation>

Return form to Vaccine Management Unit by  
 Email: [immunisation@act.gov.au](mailto:immunisation@act.gov.au) (with Practice Name in subject) or Fax: 5124 9307

I agree that:

- All vaccines will be stored in accordance with the National Vaccine Storage Guidelines “Strive for 5”.
- Any temperature breaches outside of the recommended range of +2 to +8°C will be immediately notified to the Health Protection Service.
- All funded vaccines will only be administered to eligible persons. (National Immunisation Program or ACT Government Program)
- Data on recipients of influenza vaccine will be faxed to HPS fortnightly.
- All vaccines administered will be recorded on the Australian Immunisation Register.

Signature: \_\_\_\_\_  
 (signature of staff member ordering vaccines)

Date: \_\_\_/\_\_\_/\_\_\_