



COVID-19 Vaccine Order Form

Order Instructions

1. Your primary care office must be pre-approved and COVax trained.
2. Review current inventory and count number of doses in stock.
3. Order **only** what your facility can store safely in your vaccine fridge.
4. Moderna Vaccine has to be administered within 7 days of delivery.
5. Fax this completed form to **519-823-4903**. Include refrigerator temperature logs from the period of time since your last vaccine order.
6. If you have questions about your COVID-19 vaccine order, or allocation, please contact your Vaccine and Medication Administrator:
 Guelph area: 519-822-2715 ext: 4170
 Wellington and Dufferin area: 519-822-2715 ext: 2622
7. All vaccines administered must be entered into COVax. Contact Madison Fach for COVax support: 1-800-265-7293, ext. 4511.

Order Information	
Healthcare Provider/Facility:	
Address:	
Ordered By:	Date:
Phone Number:	Fax:

Vaccine	Doses in Stock	Doses Requested
MODERNA COVID-19 mRNA-1273		

Would your office like to set up order as a reoccurring weekly delivery? Yes No

Moderna Vaccine Cheat Sheet:

https://www.wdgppublichealth.ca/sites/default/files/covid_vaccine_cheatsheet_2020-2021_-_moderna_0.pdf

Delivery Instructions

1. Supplies will be delivered with COVID-19 vaccine to your office.
2. Place vaccine immediately in vaccine fridge.
3. Empty supplies totes at time of the delivery and return these to the delivery driver.

WDGPH Vaccine and Medication Administrator COVID-19 Order Notes: