Closed POD INVENTORY FORM

Instructions

- You will *automatically* be sent a supply of medications, vaccines or SNS material based on your number of employees and licensed bed count (for treatment centers). This should be sufficient for providing prophylaxis to your staff and their families and also your patients (if a treatment center). Reorder should be minimal unless only limited quantities are available**.**
- Report the following to MCDPH as needed:
    - **Current stock of medication and/or vaccines**
    - **Anticipated need not covered**
    - **Any rumors and other important information**
- Communicate with Public Health via the phone/fax numbers provided at the time of an event

SAMPLE

TIME	MEDICATION / VACCINE DOSES/SUPPLIES IN	MEDICATION / VACCINE DOSES/SUPPLIES OUT	BALANCE