End-of-Season Influenza Vaccine Return Process

To return seasonal influenza vaccine, complete the following steps:

Log in to OSMOSSIS through the KIDSNET or SSV Login portal.

From the SSV Practice Menu page, click the OSMOSSIS link. You will be brought to the OSMOSSIS Vaccine Ordering Menu page.
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From the **OSMOSSIS Vaccine Ordering Menu** page, click: Submit Dose Admin Report / Flu Vaccine Order under the **INFLUENZA Vaccine Order** section.

Once you click the button, you will be asked if you have any “Vaccine Returns or Waste” to report. Select **Yes**.

The **Vaccine Return/Waste** page will activate.
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On the **Vaccine Return/Waste** page, complete each required field for each vaccine Lot Number that you intend to return. OSMOSSIS will automatically complete any fields where a selection choice does not exist.

**Reason for return:** For end-of-season returns, please select “Expiration reported by practice”. If the product has not yet reached its expiration date, you will be required to select “Other” as the reason for return.

After entering the quantity to return for a particular Lot #, click **Add Another** if you have additional vaccines to return. Complete the same process for each additional vaccine. Once you have completed entering all returns, click **Next**.

You will be brought to the **Report Influenza Doses Administered** page.
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On the Report Influenza Doses Administered page, select Option 3 that states your practice “DOES NOT require any influenza vaccine at this time”.

Reporting Doses Administered
If your practice has any final doses to be reported as administered, please enter them. If you do not have any doses to report, enter a zero (0) in each required field.

Once you have completed all the required doses administered entries, click Next . You will be brought to the doses administered Confirmation page.

This completes the OSMOSSIS portion of the influenza vaccine return process.
Now that you have completed the OSMOSSIS portion of the influenza vaccine return process, complete the following steps:

• Box up the vaccines to be returned. No cold chain required.
• Label the box as “Flu Returns”.
  • Do not include any other vaccines in this return box.
• Once RIDOH receives your return request through OSMOSSIS, a return label request will be created with McKesson.
• A return label will be emailed to your practice from McKesson within 48 hours.
  • If you do not see an email, please check your junk, spam, or clutter folders.
• Affix the label to the return box and schedule a pickup with UPS.
  • If you do not have regularly scheduled pickups with UPS, they may charge a small fee to pick up the vaccine; or, drop off the package to your local UPS store for free return.
• It may take up to four weeks for the entire return process to be completed.
• If you have any questions, please contact your Immunization Representative.

Thank you.