1. **Purpose**

This SOP describes the process for dealing with spillages of all COVID-19 vaccines.

1. **Scope**

All COVID-19 vaccines.

1. **Responsibility**

Suitably trained staff are responsible for following all steps in this procedure.

1. **Procedure**
	1. Warn others that there has been a spill.
	2. Assess the spillage: if this procedure cannot be followed or there are any other concerns about safety escalate to [INSERT DETAILS OF LOCAL MEMBER OF STAFF FOR ESCALATION].
	3. Put on a pair of disposable gloves.
	4. Carefully absorb the spill onto paper towels or wipes, taking care with broken glass.
	5. Scoop up the spillage and place everything, including the disposable gloves, into an appropriate waste container.
	6. Clean down the area:
		* for all Spikevax and Comirnaty vaccines use any available detergent and water
		* for Vaxzevria, use the agent used for cleaning blood and body fluid spillages
	7. Report the spillage and document the waste according to local procedures.
2. **Document history**

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| **Date** | **Version** | **Section** | **Details** |
| 18/08/2022 | 1.0 | All | This is the first version published. Adapted from and consolidates PVH6, AVH6 and MVH6 |