How To Look Up Moderna Vial Expiration Date and Correct the Expiration Date in the MCIR

Step 1: Go to Moderna’s Lot Number Lookup Site

To find the expiration date for any vial of Moderna COVID-19 Vaccine visit this link Moderna How To Look Up Vial Expiration Date on the Carton.

1. Locate the lot number printed on the carton and vial, (Figure 1).
2. Enter the lot number in the field below.
3. Press Submit.
4. Write this down as you will need to enter it into the Michigan Care Improvement Registry, (MCIR).

![Lot Number Lookup Site](image)

**Figure 1**
Step 2: Correct the Expiration Date in the MCIR

1. Log in to the MCIR via MiLogin. If you have access to more than one site, you will need to do this for each site applicable to this update.

2. From the MCIR Home Screen, Click **Manage Inventory** in the Vaccine Mgmt. box, (Figure 2).

3. Select ‘Outbreak’ from the dropdown menu as the inventory, (Figure 3).

4. Click the **Get Inventory** button, (Figure 3).

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**NOTE:** Moderna vaccine lot numbers and number of doses are uploaded automatically when the vaccine is shipped.
5. Click on the **linked vaccine lot number** that requires the expiration date to be updated, (Figure 4).

6. You are automatically directed to the Lot Transaction screen.

   Take a screenshot or write down the Lot’s information.
   - [ ] Mfr.
   - [ ] NDC Code (carton)
   - [ ] Lot #
   - [ ] On Hand number of doses

   This information is re-entered into the MCIR in STEP 9, (Figure 5).

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In the MCIR, you will have to remove all the doses of selected Vaccine Lot from your Outbreak inventory and re-add the Vaccine Lot back into the Outbreak Inventory because of the generic expiration date that uploaded automatically upon delivery.

The generic expiration date needs to be changed.
7. Click **Add New Transaction**, (Figure 6).

8. Remove the doses from inventory, (Figure 7).
   - Add the date of the transaction
   - Enter the Number of doses (same as on hand number)
   - ACTION: Select Adjustment
   - REASON: Select Data Entry Correction
   - INVENTORY EFFECT: Subtract (check the bubble)
   - LWB EFFECT: leave as N/A
   - COMMENT: Correcting Expiration Date to ________________(to new expiration date).

SUBMIT
9. **Add Doses back into MCIR Outbreak Inventory, (Figure 8).**

Return to the Manage Inventory – Outbreak screen.

10. Click **Add Vaccine Lot**, (Figure 8).

11. Complete the fields with Vaccine Information recorded from **STEP 6** from this instruction sheet.
   - Vaccine
   - Mfr.
   - NDC Code (carton)
   - Updated Expiration Date *(instructions from page 1)*
   - Lot #

SUBMIT
The updated Vaccine Lot number will then display the updated expiration date, shown in green, on the Manage Inventory-Outbreak screen, (Figure 10).

Vaccine doses can now be deducted from the Outbreak MCIR Inventory and from the appropriate Vaccine Lot # when administered.

![Manage Inventory - Outbreak](image)

**Figure 10**

Vaccine Guidance visit COVID-19 Provider Guidance and Educational Resources or connect with your Local Health Department regarding such assistance with administration, storage and handling.

Additional MCIR transaction assistance or training contact Regional MCIR Office.