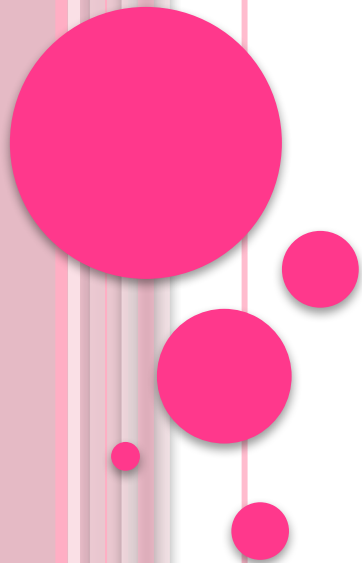


# **CONTRACEPTIVE LOGISTICS MANAGEMENT.**

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# **GUIDELINES FOR PROPER STORAGE OF CONTRACEPTIVES.**









# GUIDELINES FOR PROPER STORAGE:

- Security
- Location
- Space
- Cleanliness
- Temperature regulation (cold chain, air conditioning)

# IMPORTANCE OF PROPER STORAGE

- Avoids stockout/ spoilage
- Contraceptives issued are safe and of high quality
- Reduced wastage
- Monitors shelf life and product quality
- Reduce loss of funds
- Easier to select and distribute commodity
- Ensure disposal of expired contraceptives



## PROPER STORAGE GUIDELINES

- Clean and disinfect store room regularly
- Store contraceptives in a dry, well lit and well ventilated room out of direct sunlight
- Secure storeroom from water penetration
- Ensure fire safety equipment is available and accessible
- Store cartons of condoms away from electric motors and fluorescent light
- Stack contraceptives cartons at least 10cm away from the walls and other stacks and not more than 2.5m high

# CT'D

- Arrange cartons so that identification labels, expiry dates and manufacturing dates are visible
- Store contraceptives in a manner accessible for FEFO ,counting and general management
- Store contraceptives separately away from insecticides, chemicals, old files, office supplies and other materials
- Separate and dispose off damaged or expired contraceptives without delay

## **FIRST TO EXPIRE, FIRST OUT (FEFO)**

- Ensures that the quality of contraceptives distributed to clients is maintained and that the contraceptives have not expired on the shelf.
- Cartons with earliest expiry dates should be distributed first, cartons with the later expiry dates should not be distributed until all supplies dated earlier have been exhausted
- Ensure that the cartons are clearly marked with their expiry dates in large, easy to read numbers

## FIFO IS IMPORTANT BECAUSE: (FIFO)

- It avoids wastage
- It is easier to issue contraceptives because oldest products are issued first
- It can create some space because expired stock gets moved out of the inventory
- It allows one to know when stock is in excess so that extra stock can be moved more easily to another facility where it is needed.



# **SHELF LIFE AND FACTORS THAT AFFECT QUALITY**

# INTRODUCTION

- Shelf life is the length of time the contraceptive may be stored without affecting its usability, safety and potency
- If proper storage guidelines are not followed the shelf life of the contraceptive will be shortened

## FACTORS THAT AFFECT SHELF LIFE

- Rain
- Heat
- Sunlight
- Chemical damage
- Inadequate ventilation
- Fluorescent light



# QUALITY ASSURANCE

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- The service provider should spot check or do a visual examination before distributing contraceptives to clients to make sure that they are in good shape and of the best quality.

## VISUAL INSPECTION

- Check for:
  - Colour
  - Number of pills
  - Crushed pills
  - Broken vials or injectables
  - Missing or damaged items
  - Syringes missing or damaged

## PACKAGE INTEGRITY

- Open or damaged boxes or packets
- Leaking or sticky packages
- Check expiry dates
- Client feedback
  - ❖ Client reports of unusual colour or odor
  - ❖ Missing or broken pills
  - ❖ Condoms that break
  - ✓ Take all client feedback regarding the quality of the product and gather as many details as possible from the client. Report problems to the DPHSCN.

## ACTIONS TO TAKE IF QUALITY PROBLEMS OCCUR

- Visual inspection: Check other stock for similar problems
- Do not issue the product
- Set the products aside
- Report the problems to the next higher level
- Do not accept delivery of stock that looks damaged
- Do not issue the products