

Temperature Monitoring Log

Temperature Monitoring Log Key Points:

1. Start a new form for each new month.
2. Fill in the site and fridge serial number (or other identifying information) along with the current month and year that the data is being recorded.
3. Record temperatures in °C twice a day (at minimum).
4. Enter the digital temperature reading on the exterior of the vaccine fridge in the “Fridge Current” column.
5. Enter the current, minimum and maximum temperature readings from the minimum/maximum thermometer.
6. Clear the memory of both minimum / maximum thermometers after every temperature reading and recording.
7. Sign your initials as the recorder of the temperature reading.
8. If there are any temperature excursions that do not result in the submission of a cold chain break report, an explanation should be documented on the temperature log. E.g., the door was open while adding vaccine inventory – temperature out of range for 10 minutes.
9. Temperature monitoring logs must be kept for 5 years.

Vaccine Refrigerator Temperature Record

Site: _____

Fridge: _____

Month: _____ Year: _____

Date	AM Time	Current Temp	High Temp	Low Temp	Initial	PM Time	Current Temp	High Temp	Low Temp	Initial
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2										
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Maintain refrigerator temperature from +2° to +8° Celsius

- Check refrigerator temperature at minimum twice daily
- Record the current temperature as well as the highest and lowest temperatures recorded by the thermometer since it was last checked and reset.
- Document the time of the check and your initials.
- Site Vaccine Coordinator to audit temperature logs weekly to ensure proper temperature recording and note trends.
- Retain this record for 5 years.

IF THE TEMPERATURE IS BELOW +2° OR ABOVE +8° Celsius

Call your Zone Vaccine Contact as soon as possible following identification of temperature excursion.

- Label vaccine "Do Not Use" and move to a functioning refrigerator.
- Do not use or discard vaccine until instructed to by Zone Vaccine Contact.

Note:

- Was the refrigerator door left open?
- Was the power unplugged?
- Monitor the refrigerator for 48 hours after any adjustments or servicing of the unit and before returning vaccine to refrigerator.

POWER OUTAGE – Do not open the refrigerator door

Brief outage (less than 1 hour) leave vaccine in refrigerator, door closed
Longer than 1 hour – transfer to a functioning fridge or call Zone Vaccine Contact for assistance.

Staff Member Responsible for
Vaccine: _____

Alternate: _____