

# How To Record Refrigerator Temperatures (°C)

RECORD TEMPERATURES TWICE A DAY. KEEP REFRIGERATOR AT 2.0°C – 8.0°C.

## Before you start

Fill out the page header.

Month/Year (Days 1-15) December 2014  
 Refrigerator Location Injection Room  
 Refrigerator ID Unit #2  
 VFC PIN 012345

## Step 1

- A. Record time next to the day of the month:**  
 a.m. temperatures before opening the refrigerator.  
 p.m. temperatures about an hour before the office closes to allow time for corrective actions.

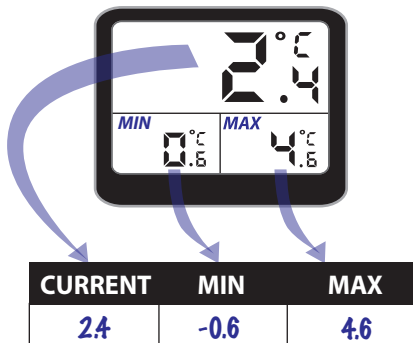
- B. Record your initials.**

1	8:00 a.m.	NN
	4:00 p.m.	TP

## Step 2

- A. Record CURRENT, MIN, and MAX temperatures from the thermometer.**

If your thermometer looks different, refer to manufacturer's instructions.



- B.** Find temperatures on the list of ranges to see if they are OK, TOO WARM (8.1°C & warmer), or TOO COLD (1.9°C & colder).
- C. Circle** any temperatures you recorded that are **TOO WARM** or **TOO COLD**.

CURRENT	MIN	MAX
2.4	-0.6	4.6

This MIN is **TOO COLD** even though CURRENT and MAX are OK!

### Refrigerator Temperature Log

Four Steps to Protect Your Vaccines  
 Avoid patient recalls by accurately recording temperatures twice a day.

Month/Year (Days 1-15) \_\_\_\_\_  
 Refrigerator Location \_\_\_\_\_  
 Refrigerator ID \_\_\_\_\_  
 VFC PIN \_\_\_\_\_

**Step 1** Record the Time and your Initials.

**Step 2** Record CURRENT, MIN, and MAX temperatures. Circle if TOO WARM or TOO COLD. Refer to ranges.

**Step 3** Follow steps for one of the three ranges.

Day of Month	Time	Initials	CURRENT	MIN	MAX
Example	8:00 a.m.	NN	2.4	-0.6	4.6
1	a.m.				
	p.m.				
2	a.m.				
	p.m.				
3	a.m.				
	p.m.				
4	a.m.				
	p.m.				
5	a.m.				
	p.m.				
6	a.m.				
	p.m.				
7	a.m.				
	p.m.				
8	a.m.				
	p.m.				
9	a.m.				
	p.m.				
10	a.m.				
	p.m.				
11	a.m.				
	p.m.				
12	a.m.				
	p.m.				
13	a.m.				
	p.m.				
14	a.m.				
	p.m.				
15	a.m.				
	p.m.				

**When Log Is Complete** Sign and Acknowledge. File and

I certify that the temperatures recorded on this log are correct. All temperatures that were TOO WARM or TOO COLD were corrected and documented. I understand that falsifying logs will result in vaccines being unusable, patient harm, and corrective action was taken by replacing vaccines.

Staff Names and Initials: \_\_\_\_\_  
 On-site Supervisor's Name & Signature: \_\_\_\_\_  
 California Vaccines for Children Program VFC Call Center: 1-800-458-5231

Date: \_\_\_\_\_  
 Log IMM-1127 Page 1 (12/14)

**TOO WARM!**  
 16° & warmer  
 15°  
 14°  
 13°  
 12°  
 11°  
 10°  
 9°  
 8.1°

**OK**  
 8.0°  
 7°  
 6°  
 5°  
 4°  
 3°  
 2.0°

**TOO COLD!**  
 1.9°  
 1°  
 0°  
 -1°  
 -2°  
 -3°  
 -4°  
 -5°  
 -6° & colder

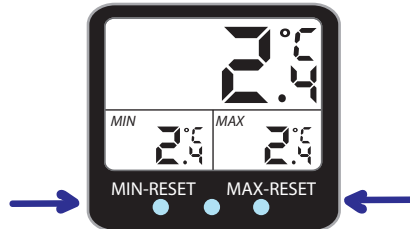
CONTINUED ON PAGE 2.

# How To Record Refrigerator Temperatures (°C) contd.

TAKE CORRECTIVE ACTIONS & DOCUMENT TEMPERATURES THAT ARE TOO WARM OR TOO COLD!

## Step 3

A. Press MEMORY CLEAR/RESET button(s) on thermometer.



B. Follow steps for one of the three ranges.

**MAX TOO WARM**

Take action steps on log (different for a.m. and p.m. recordings).

**ALL OK**

Done. Skip Step 4.

**MIN TOO COLD**

Take action steps on log.

## C° Refrigerator Temperature Log

Four Steps to Protect Your Vaccines

Avoid patient recalls by accurately recording temperatures twice a day.

Month/Year (Days 1-15) \_\_\_\_\_  
Refrigerator Location \_\_\_\_\_  
Refrigerator ID \_\_\_\_\_  
VFC PIN \_\_\_\_\_

### Step 1

Record the Time and your Initials.

### Step 2

Record CURRENT, MIN, and MAX temperatures.

### MAX TOO WARM?

1. Press MEMORY CLEAR/RESET button.
2. Post "Do Not Use Vaccine" sign.
3. Alert your supervisor.
4. **A.M. – Call VFC Call Center, or**

### P.M. – Wait 1 hour:

- If CURRENT is **still TOO WARM**, call VFC Call Center.
- If CURRENT is OK, no need to call VFC Call Center.

5. Document on Step 4 (next page).

### CURRENT, MIN, and MAX are all OK

1. Press MEMORY CLEAR/RESET button Done. Skip Step 4 (next page).

### MIN TOO COLD?

1. Press MEMORY CLEAR/RESET button.
2. Post "Do Not Use Vaccine" sign.
3. Alert your supervisor.

4. **At any time – Call VFC Call Center.**

5. Document on Step 4 (next page).

When Log Is Complete Sign and Acknowledge. File and keep log for 3 years.

Staff Names and Initials: Nicky Naka (NN) Troy Piper (TP)  
On-site Supervisor's Name & Signature: Cecilia Sanchez Cecilia Sanchez Date: 12/15/14

## Step 4

Document actions for temperatures that were TOO WARM or TOO COLD on the next page.

C° Refrigerator Temperature Log

Month/Year (Days 1-15) \_\_\_\_\_  
Refrigerator Location \_\_\_\_\_  
Refrigerator ID \_\_\_\_\_  
VFC PIN \_\_\_\_\_

Step 4 Document actions for temperatures that are TOO WARM or TOO COLD.

Date & Time	Incident	Called VFC?	Corrective Action	Results	Temperature 1 hour after reset			VFC PIN	Initials
					Current	Min	Max		
Example	MIN temp. -0.6, too cold. Thermocouple set too cold.	Yes	Called VFC and manufacturer, adjusted thermocouple to warmer setting.	Vaccine not usable, returned to Medsurg, resumed patient care. Sign stabilized.	---	---	---	---	NN
Example	Drops went up during inventory when doors were opened a bit.	No	Reset thermometer, added vaccine bottles, kept door shut, and checked temps in 1 hour.	Temperatures returned to OK range.	5.9	5.9	6.2	---	TP

## When Log Is Complete

### A. Read and Acknowledge

- Write in full names and initials.
- The on-site supervisor must review the log and write in full name with signature.

**REMEMBER:** The Vaccine Coordinator is required to review logs weekly.

**File and keep log for 3 years.**