Min/Max Temperature Log for Refrigerator and Freezer (F°)

Month/Year_____ **VFC PIN #**_____ **Phone #** _____

Site Name _____ Refrigerator___ Freezer____ Unit name _____

Days 1-15 **NORTHEAST REGION**

Monitor temperatures a minimum of TWICE A DAY
Record the room temperature each morning
A.M. Reading: Record Staff Initials in the first box

Record the min/max temps in Min/max boxes below yellow bar
Record the actual temperature from the data logger display in the am column below the blue bar by marking the temperature with an "X"
P.M. Reading: Record Staff Initials in the second box
Record the actual temperature from the data logger display in the pm column below the blue bar by marking the temperature with an "X"

Take action if temperatures are out of range!

If you have an out-of-range temp, immediately contact your Regional staff and complete a Troubleshooting Record (TSR) following the instructions on the TSR form:

Debra Wagner, CCMA, Health Educator debra.wagner@doh.nm.gov 505-476-2619

DO NOT USE VACCINES UNTIL INSTRUCTED TO DO SO BY VFC STAFF

Day of Month	1		2		3		4		5		6		7		8		9		10		11		12		13		14		15	
Room Temp																														
Staff Initials																														
Exact time am																														
Exact time pm																														
Min max Temps	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max
a.m.																														
Danger! Refrigerator temperatures above 46°F are too warm! Record any out-of-range temps and room temps and call your Immunization Coordinator immediately!																														
Actual temp	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm
46°																														
45°																														
44°																														
43°																														
42°																														
41°																														
40°																														
39°																														
38°																														
37°																														
36°																														
Danger! Refrigerator temperatures below 36°F are too cold! Record any out-of-range temps and room temps and call your Immunization Coordinator immediately!																														

Min max Temps	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max
a.m.																														
Danger! Freezer temperatures above 6°F are too warm! Record any out-of-range temps and room temps and call your Immunization Coordinator immediately!																														
Actual temp	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm
5°																														
4°																														
≤ 3°																														

THIS DOCUMENT MUST BE RETAINED IN YOUR FILES FOR THREE (3) YEARS

Min/Max Temperature Log for Refrigerator and Freezer (F°)

Month/Year _____ **VFC PIN #** _____ **Phone #** _____

Site Name _____ Refrigerator____Freezer___Unit name _____

Days 16 – 31 **NORTHEAST REGION**

Monitor temperatures a minimum of TWICE A DAY
Record the room temperature each morning
A.M. Reading: Record Staff Initials in the first box
Record the min/max temps in Min/max boxes below yellow bar
Record the actual temperature from the data logger display in the am column below the blue bar by marking the temperature with an "X"
P.M. Reading: Record Staff Initials in the second box
Record the actual temperature from the data logger display in the pm column below the blue bar by marking the temperature with an "X"

Take action if temperatures are out of range!

If you have an out-of-range temp, immediately contact your Regional staff and complete a Troubleshooting Record (TSR) following the instructions on the TSR form:

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Day of Month	16		17		18		19		20		21		22		23		24		25		26		27		28		29		30		31	
Room Temp																																
Staff Initials																																
Exact time am																																
Exact time pm																																
Min max Temps	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max
a.m.																																
Danger! Refrigerator temperatures above 46°F are too warm! Record any out-of-range temps and room temps and call your Immunization Coordinator immediately!																																
Actual temp	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm
46°																																
45°																																
44°																																
43°																																
42°																																
41°																																
40°																																
39°																																
38°																																
37°																																
36°																																
Danger! Refrigerator temperatures below 36°F are too cold! Record any out-of-range temps and room temps and call your Immunization Coordinator immediately!																																

Min max Temps	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max
a.m.																																
Danger! Freezer temperatures above 6°F are too warm! Record any out-of-range temps and room temps and call your Immunization Coordinator immediately!																																
Actual temp	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm
5°																																
4°																																
≤ 3°																																

THIS DOCUMENT MUST BE RETAINED IN YOUR FILES FOR THREE (3) YEARS