

Vaccine Storage Troubleshooting Record

Date	Time	Storage Unit Temp	Room Temp	Problem	Action Taken	Results	Staff Initials

Temperature Log for Refrigerator — Celsius

Month/Year: _____ Days 16–31

Completing this temperature log: Check the temperature in the freezer compartment of your vaccine storage unit at least twice each working day. Place an “X” in the box that corresponds with the temperature, the time of the temperature reading, and your initials. Once the month has ended, save each month’s completed form for 3 years, unless state or local jurisdictions require a longer time period.

If the recorded temperature is warmer than 8°C or colder than 2°C: this represents an unacceptable temperature range. You must **take action!**

Take Action!

If temperature is too warm (above 8°C) or too cold (below 2°C):

- 1. Store the vaccine** under proper conditions as quickly as possible.
- 2. Temporarily mark exposed vaccine “do not use”** until you have verified whether or not the vaccine may be used.
- 3. Call the immunization program** at your state or local health department and/or the vaccine manufacturer to determine whether the potency of the vaccine(s) has been affected: (_____) _____.
- 4. Document the action taken** on the reverse side of this log.

Staff Initials																				
Day of Month	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31				
Room Temp.																				
Exact Time																				
	am pm	am pm	am pm	am pm	am pm															

*Write any unacceptable temps (above 8°C or below 2°C) on these lines. Then take action!

Danger! Temperatures above 8°C are too warm! Write any unacceptable temperature on the lines above* and call your state or local health department immediately!

Acceptable Temperatures	8°C																				
	7°C																				
	6°C																				
	5°C																				
	4°C																				
	3°C																				
	2°C																				

Danger! Temperatures below 2°C are too cold! Write any unacceptable temperature on the lines above* and call your state or local health department immediately!

Adapted with appreciation from California Department of Public Health

See back for “Vaccine Storage Troubleshooting Record”

Technical content reviewed by the Centers for Disease Control and Prevention, August 2011.

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