

# Hourly Temperature Log

## For Off-Site Clinics

Monitor and record current, MIN, and MAX temperatures on this form every hour.

| Cooler ID | Clinic Location | Date | Provider PIN |
|-----------|-----------------|------|--------------|
|           |                 |      |              |

| Time | Initials | Alarm | Current | Min | Max | Incident IDs |
|------|----------|-------|---------|-----|-----|--------------|
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## Vaccine Tracking

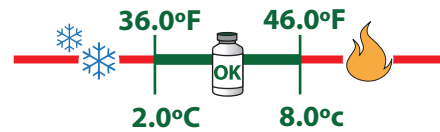
| Doses at Start | Funding Source | Lot Numbers | Administered | Wasted | Returned |
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Notes:

Keep all temperature logs and data files for three years.  
Falsifying log is grounds for vaccine replacement and program termination.

### Instructions

#### Keep cooler in OK range.



#### Check temperatures hourly.

1. Fill out clinic details in header.
2. Record the time and your initials.
3. Record a check if an alarm went off.
4. Record Current, MIN, and MAX.

#### If no alarm:

1. Clear MIN/MAX.
2. Ensure data logger is in place and recording.



#### IF ALARM WENT OFF:

1. Clear MIN/MAX and alarm symbol.
2. Post “Do Not Use Vaccines” sign.
3. Alert your supervisor.
4. Report excursion to myCAvax for all funding sources.
5. Record myCAvax Batch Excursion numbers under Incident IDs.
6. Ensure data logger is in place and recording.



### Supervisors Review

Data Download Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

On-Site Supervisor’s Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Staff Names and Initials: \_\_\_\_\_

\_\_\_\_\_

# Vaccine Transport Time Tracker

The total transport time for transport alone (or transport plus clinic workday if vaccines are stored in transport containers) should be a maximum of 8 hours. For example, if transport to an off-site clinic is 1 hour each way and the clinic runs for up to 6 hours, then the total transport time would be 8 hours. Follow the manufacturer’s guidance if different from this 8-hour timeframe.

| Transport Date | Lot Numbers | Vaccine Transported | Transport Time | Clinic Workday | Total Transport Time | Notes |
|----------------|-------------|---------------------|----------------|----------------|----------------------|-------|
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