NYC Health

Recording Refrigerator Temperatures

Record refrigerator temperatures once per day when using a continuous digital data logger thermometer.

- **In-range temperatures are between 36°F/2°C and 46°F/8°C.**

- **Out-of-range temperatures are below 36°F/2°C or above 46°F/8°C.**

The numbers on the temperature log on the right correspond to step numbers below. If you are using a different form, make sure that the steps below can be completed on your form.

Sample Temperature Log

1 Start a new log at the beginning of every month. Indicate month, year and PIN on the log.

PIN:	
Month/Year **Days 1-15**	*June 2020*

2 At the beginning or end of each clinic day, write your initials, the time of the reading, and whether it is A.M. or P.M.

Staff Initials	*LH*
Day of Month	**1**
Time	8 °°
A.M. or P.M.	am

3 Read the **current temperature** on the refrigerator thermometer.

Temperature is acceptable **OR** Temperature is NOT acceptable
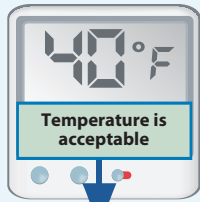
Write an X next to the **current temperature** on the log.

In-Range Temperatures	
46°F	
45°F	
44°F	
43°F	
42°F	
41°F	
Aim for 40°F	X
39°F	
38°F	
37°F	
36°F	

If the temperature is out of range, immediately follow the steps under *Take Action!*

Write any out-of-range temps (below 36°F or above 46°F), then Take Action! (See below.)

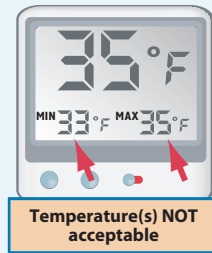| A.M. or P.M.	am
Min Temperature	**34°F**
Max Temperature	**47°F**

Take Action!

If temperature is out of range (below 36°F or above 46°F):

1. Put a "Do Not Use Vaccine" sign on the refrigerator.
2. Alert your supervisor immediately.
3. Contact NYC Health Department.
4. Record the actions you take.

4 If your thermometer has **MIN** and **MAX** settings, read the **MIN** and **MAX** temperatures.

Temperatures are acceptable **OR** Temperature(s) NOT acceptable
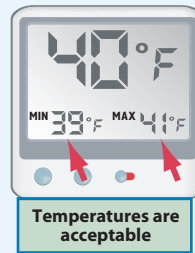
Do nothing.

Write the out-of-range **MIN** or **MAX** temperature in the space provided.

Immediately follow the steps under *Take Action!*

A.M. or P.M.	am
Min Temperature	**33°F**
Max Temperature	**35°F**

Take Action!

If temperature is out of range (below 36°F or above 46°F):

1. **Put a "Do Not Use Vaccine" sign on refrigerator.**
2. **Alert your supervisor immediately.**
3. **Contact NYC Health Department.**
4. **Record the actions you take.**

5 When using a continuous digital data logger, review the readout since the last manual temperature reading. If there was a temperature out of range (low or high), follow instructions in Step 4 under "Temperature(s) not acceptable."