

# RECORDING REFRIGERATOR TEMPERATURES

Record refrigerator temperatures twice a day

**Acceptable temps are 2° C to 8° C**  
**Unacceptable temps are below 2° C & above 8° C**

The numbers on the temperature record below correspond to step numbers below.

**Refrigerator Temperature Record – days 1 - 15**

Month/Year: \_\_\_\_\_ (1)  
 Facility/Location: \_\_\_\_\_  
 Contact name/phone: \_\_\_\_\_

Day of Month	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Staff Initials															
Exact Time															
°C Temp															

Take Corrective Action Steps – refer to flowchart for details

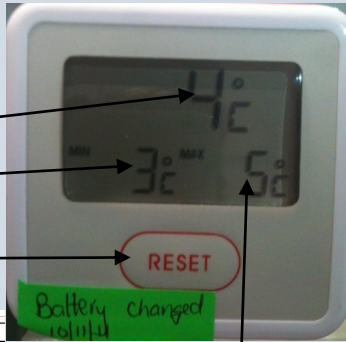
- Investigate cause and if possible immediately, eg. check door and plug
- If unable to rectify store as possible under correct conditions, eg. blackout
- Mark exposed drugs "DO NOT USE" if you have verified whether a drug can be used.
- Download computer logger if applicable
- Contact Epi/immunisation coordinator for advice (95246477)

Document actions taken – for unacceptable temps

Date: \_\_\_\_\_ Temp: \_\_\_\_\_ Action: \_\_\_\_\_ (6)

1. Start a new log at the beginning of every month. Write the month, year, facility name and contact name and phone number in the upper left corner of the *Refrigerator Temperature Record*
2. Twice a day, write your initials in the *Staff Initials* am or pm space for that day. Then write the exact am or pm time
3. Read the maximum, current and minimum temperatures on the refrigerator thermometer
4. Plot all 3 temperatures as shown below

V = maximum temp  
 X = current temp  
 ^ = minimum temp



V= maximum temp

Day of Month	1	2
Staff Initials		
Exact Time		
°C Temp		

Temperature scale: Too warm (13°C to 10°C), Aim for 5°C (Acceptable temps: 2°C to 8°C), Too cold (1°C to -3°C)

5. Take Corrective Action Steps if temperatures are unacceptable
6. Document action taken

# TROUBLESHOOTING FLOWCHART

Problem identified with refrigerator eg. power failure

Have the temperatures been in the correct range ie. Between 2 to 8 degrees

transfer stock to a functional fridge or esky until problem is resolved

Was the breach : ≤ 15 mins & ≤ 12 degrees?  
 Eg re-stocking  
 Check computer logger

- document temperatures
- wait until temp is back in acceptable range
- reset thermometer
- no further action required

Immediately isolate stock to prevent administration to patients (in fridge if possible)

If frozen products (eg Cer-vagem®) have thawed, do not freeze them before checking with the pharmacy. Some frozen products cannot be refrozen

Collect basic information regarding reason for failure and report unacceptable temperatures

- what happened
- min and max temps
- what products are in the fridge/freezer
- how long was the fridge/freezer out of range
- download computer logger

Were any vaccines involved?

**Contact:**  
**Business hours:** Immunisation coordinator on 49246477  
**After hours:** isolate vaccines & contact immunisation coordinator the next morning

**Contact:**  
**Business hours:** pharmacy for further instructions  
**After hours:** after hours or duty nurse manager