

# Recording Freezer Temperatures

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

- **In-range temperatures are between -58°F/-50°C and 5°F/-15°C.**
- **Out-of-range temperatures are below -58°F/-50°C or above 5°F/-15°C.**
- Note: The freezer temperature requirements for COVID vaccines may differ slightly from the temperature range indicated above. Refer to the **CDC U.S. COVID-19 Vaccine Product Information** webpage for updates on COVID-19 vaccine storage and handling.

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

**Freezer Temperature Log**

Record temperatures once per day:

- Write your initials, the time of the reading, and whether it is A.M. or P.M.
- Record Min and Max temperature once per day and write an "X" next to the current temperature.
- If any of the readings are out of range, "Take Action!" (see below).
- At the end of the month, file this log and keep it for three years.

Staff Initials: LH  
 Day of Month: 1  
 Time: 8:00  
 A.M. or P.M.: am

Min Temp: 6°F  
 Max Temp: 6°F

**Out-of-Range Temperatures**

5°F														
4°F														
3°F														
2°F														
1°F														
Aim for 0°F														
-1°F														
-2°F														
-3°F														
-4°F														
-5°F to -58°F														

**Take Action!**

If temperature is out of range:

- Put a "Do Not Use Vaccine" sign on the freezer.
- Alert your supervisor immediately.
- Notify NYC Health Department.
- Record the actions you take.

Record actions taken for out-of-range temperatures:

Date: 6/1/20  
 Action: *Sign the cold, verified supervisor and contacted NYC Health.*

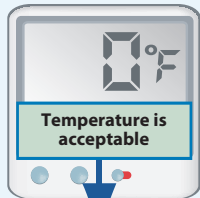
**1** Start a new log at the beginning of every month. Indicate month, year and PIN on the log.

PIN: \_\_\_\_\_  
 Month/Year: June 2020  
 Days 1-15

**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	8:00
A.M. or P.M.	am

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



OR



Write an X next to the **current temperature** on the log.

In-Range Temperatures	5°F	
	4°F	
	3°F	
	2°F	
	1°F	
	Aim for 0°F	X
	-1°F	
	-2°F	
	-3°F	
	-4°F	
-5°F to -58°F		

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

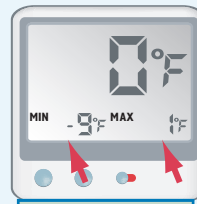
Write any out-of-range temps (below -58°F or above 5°F), then **Take Action!** (See below.)

A.M. or P.M.	am
Min Temperature	
Max Temperature	7°F

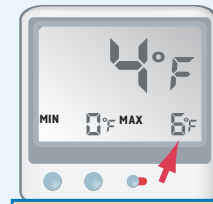
### Take Action!

- If temperature is out of range (below -58°F or above 5°F):
- Put a "Do Not Use Vaccine" sign on the freezer.
  - Alert your supervisor immediately.
  - Contact NYC Health Department.
  - Record the actions you take.

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



OR



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	
Max Temperature	6°F

### Take Action!

If temperature is out of range (below -58°F or above 5°F):

- Put a "Do Not Use Vaccine" sign on the freezer.
- Alert your supervisor immediately.
- Contact NYC Health Department.
- 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."

