



# Min/Max Temperature Log for Refrigerator and Freezer (F°)

**DAYS 1-15**      **SOUTHWEST REGION**

Month/Year \_\_\_\_\_ VFC PIN# \_\_\_\_\_ Phone \_\_\_\_\_  
 Site Name \_\_\_\_\_ Refrigerator \_\_\_\_\_ Freezer \_\_\_\_\_ Unit \_\_\_\_\_ of \_\_\_\_\_

**Monitor temperatures closely!**

1. Write your initials below in "Staff Initials," and note the time in "Exact Time."
2. Record the room temperature.
3. Record the min/max temps once **at the start of the workday**.
4. Put "X"es in the rows that corresponds to the temperatures.
5. If any out-of-range temp, see instructions to the right.
6. After each month has ended, **save each month's log for 3 years**.

**Take action if temperatures are out of range!**

1. Label exposed vaccine "do not use," and store it under proper conditions as quickly as possible. Do not discard vaccines unless directed to by your state/local health department and/or the manufacturer(s).
2. Call: Ceci Sanchez, Immunization Coordinator 575-528-5186 or Laurie Garcia, Immunization Coordinator, 575-528-5150
3. Call the vaccine manufacturers noted on the [NM VFC Troubleshooting Record](#) to determine whether the vaccines are still viable.
4. Document the advice given, date and time, and case number on the Troubleshooting Record.

Day of Month	1		2		3		4		5		6		7		8		9		10		11		12		13		14		15	
Room Temp																														
Staff Initials																														
Exact Time																														
Min/Max Temp (from prior day)	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max

**Danger! Refrigerator temperatures above 46°F are too warm! Record any out-of-range temps and room temps and call your Immunization Coordinator immediately!**

46 °																														
45 °																														
44 °																														
43 °																														
42 °																														
41 °																														
40 °																														
39 °																														
38 °																														
37 °																														
36 °																														

Refrigerator: Aim for 40°F

**Danger! Refrigerator temperatures below 36°F are too cold! Record any out-of-range temps and room temps and call your Immunization Coordinator immediately!**

Min/Max Temp (since previous reading)	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max
5 °																														
4 °																														
≤ 3 °																														

**Danger! Freezer temperatures above 6°F are too warm! Record any out-of-range temps and room temps and call your Immunization Coordinator immediately!**

5 °																														
4 °																														
≤ 3 °																														

Freezer: Aim for 0°F



# Min/Max Temperature Log for Refrigerator and Freezer (F°)

**DAYS 16 -31**      **SOUTHWEST REGION**

**Monitor temperatures closely!**

1. Write your initials below in "Staff Initials," and note the time in "Exact Time."
2. Record the room temperature.
3. Record the min/max temps once **at the start of the workday**.
4. Put "X"es in the rows that corresponds to the temperatures.
5. If any out-of-range temp, see instructions to the right.
6. After each month has ended, **save each month's log for 3 years.**

Month/Year \_\_\_\_\_ VFC PIN# \_\_\_\_\_ Phone \_\_\_\_\_

Site Name \_\_\_\_\_ Refrigerator \_\_\_ Freezer \_\_\_ Unit \_\_\_ of \_\_\_

**Take action if temperatures are out of range!**

1. Label exposed vaccine "do not use," and store it under proper conditions as quickly as possible. Do not discard vaccines unless directed to by your state/local health department and/or the manufacturer(s).
2. Call: Ceci Sanchez, Immunization Coordinator 575-528-5186 or Laurie Garcia, Immunization Coordinator, 575-528-5150
3. Call the vaccine manufacturers noted on the [NM VFC Troubleshooting Record](#) to determine whether the vaccines are still viable.
4. Document the advice given, date and time, and case number on the Troubleshooting Record.

Day of Month	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Room Temp																
Staff Initials																
Exact Time																
Min/Max Temp (from prior day)	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max
<b>Danger! Refrigerator temperatures above 46°F are too warm! Record any out-of-range temps and room temps and call your Immunization Coordinator immediately!</b>																
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<b>Danger! Refrigerator temperatures below 36°F are too cold! Record any out-of-range temps and room temps and call your Immunization Coordinator immediately!</b>																
Min/Max Temp (since previous reading)	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max
<b>Danger! Freezer temperatures above 6°F are too warm! Record any out-of-range temps and room temps and call your Immunization Coordinator immediately!</b>																
5 °																
4 °																
≤ 3 °																

Refrigerator: Aim for 40°F

Freezer: Aim for 0°F