Hourly Vaccine Temperature Log

For Outreach Clinics

Facility Name:	**Date:**
Clinic Location:	**PIN:**

For use by special event clinics, health fairs, school clinics, and mass vaccination clinics:
Monitor and record current, MIN, and MAX temperatures on this form every hour.

Instructions for *Vaccine Transport*: Any time state-supplied vaccines are transported away from your facility:

1. The vaccines must be packed appropriately according to the federal CDC recommended Vaccine Transport Methods and
2. The temperatures inside of the transport container must be monitored by a digital data logger. Features include but are not limited to:
   - Current and valid calibration certificate
   - Continuously monitors and records temperatures
   - Alarm for out of range temperatures (that stays on even after temperatures have gone back within range)
   - Reads and records a temperature a minimum of every 30 minutes. A reading of every 5 minutes is preferred

Purpose of the *Hourly Temperature Log*: To ensure that the temperatures inside of a transport container containing state-supplied vaccine are closely monitored every hour during an off-site clinic. Whenever state-supplied vaccines are transported away from your facility and are administered at another location besides your facility (i.e. in the community, a school, etc), this is considered an off-site clinic.

Instructions for the *Hourly Temperature Log*: Post this hourly temperature log on the outside of the transport container. Review the temperature and alarm status as displayed on the temperature monitoring device screen every hour while the container holds state-supplied vaccine. Write the time of day, temperature as displayed on the temperature monitoring device screen, and your initials in the designated boxes below. Write an "N" or "Y" to verify that you reviewed the alarm status on the temperature monitoring device. An "N" means that there is no alarm and a "Y" means that the temperature monitoring device has an alarm (and thus has experienced a temperature outside of the acceptable range). As you do for all state-supplied vaccine documentation, keep the Hourly Temperature Log from the off-site clinic in your records for three years.

If the temperature monitoring device located inside the transport container has an alarm and/or displays a current temperature out of range: Verify the vaccine viability before administering vaccine, contact the vaccine manufacturer for guidance, and follow the steps located in the Maine Immunization Program Provider Policy and Procedure Manual: https://www.maine.gov/dhhs/mecdc/infectious-disease/immunization/documents/MIP-Policies-and-Procedures.pdf

Hour of Clinic	1	2	3	4	5	6	7	8
Time								
Current Temp								
MIN Temp								
MAX Temp								
Alarm N or Y								
Staff Initials								