



HOURLY TEMPERATURE LOG Protect Your Vaccines During Your Off-Site Clinic. Check Temperatures Every Hour!

Facility Name _____

PIN: _____ Date: _____ Location: _____

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 state-approved [Vaccine Transport Methods](#) and
2. The temperatures inside of the transport container must be monitored by a temperature monitoring device that have all of these [features](#). 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 at 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 of 36-46° F). As you do for all state-supplied vaccine documentation, keep the Hourly Temperature Log and downloaded graphs 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 (outside of 36-46° F):

Verify the vaccine viability before administering. Follow the temperature excursion [instructions](#) and fill out a temperature excursion [report](#). Submit the report to the Immunization Program as soon as you can after the clinic.

Hour of Clinic	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
Time of Clinic																
Temperature (F°)																
Alarm N or Y																
Staff Initials																