Hourly Temperature Recording Log for Transporting Vaccines



Site/Facility: _____

Date (YYYY/MM/DD): _____

Purpose: This form is to be used to log the hourly temperatures of an insulated container/cooler in the event publicly funded vaccines must be transported or temporarily stored due to vaccine fridge malfunction.

Staff Transporting Vaccines: _____

- Vaccines must be maintained at temperatures between +2°C and +8°C
- Visually inspect the temperature every hour and every time the insulated container/cooler is opened
- Reset or CLEAR the thermometer after recording each reading below
- Keep documentation for at least 1 year for record purposes

Record Temps:	Time	Current	Maximum	Minimum	Staff	Comment
	(hrs)	Temp (°C)	Temp (°C)	Temp (°C)	Signature	
EXAMPLE	0835	6.5	7.2	3.1		
When leaving the facility						
To be completed AT a MINIMUM of every 1 hour during vaccine transportation						
When arriving at the facility						
Comments:						

Ministry of Health

Detailed instructions on how to pack an insulated container:

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- Winter transport may require get pack(s) to be conditioned from the refrigerator at +2 °C to +8 °C.
- Summer transport may require gel pack(s) to be conditioned from the freezer at -10 °C to -20 °C.
- Place gel packs on top of outer flexible ice blanket.

Outer flexible ice blanket

- Condition in refrigerator at +2 °C to +8 °C.
- Wrap outer flexible ice blanket around vaccines and inner flexible ice blanket.

Vaccine and temperature monitoring device

- Vaccines in refrigerator between +2 °C to +8 °C.
- Position maximum-minimum thermometer sensor inside a vaccine box.

Inner flexible ice blanket

- Conditioned in refrigerator between +2 °C to +8 °C.
- Wrap inner flexible ice blanket around vaccines.

Gel pack(s)

- Winter transport may require get pack(s) to be conditioned from the refrigerator at +2 °C to +8 °C.
- Summer transport may require get pack(s) to be conditioned from the freezer at -10 °C to -20 °C.
- · Place gel packs on top of outer flexible ice blanket.

Insulated hard sided container

 Pre-chill insulated container with gel packs from the freezer for a few hours or by placing the container in a refrigerator until a temperature between +2 °C to +8 °C is reached prior to placing vaccines into the container.

Note: Additional icepacks may be required depending on cold-life needed for the length of transport. Additional insulating material (e.g., bubble wrap, Styrofoam chips, crumpled or shredded newspaper) should be placed inside (bottom, top and sides) the insulated container to allow for cool air circulation.

Figure 1 – Retrieved from the Ontario Ministry of Health Vaccine Storage and Handling Guidelines June 17, 2022