

PROCEDURES FOR INSTALLING NEW DATA LOGGER



PLACE PROBE CENTER OF UNIT ENSURING THAT PROBE CORD IS RUN TO THE OUTSIDE OF THE UNIT NEXT TO THE PLASTIC HOLDING CRADLE

PLUG IN PROBE BUT DO NOT TURN ON UNTIL ENOUGH HOURS HAVE PASSED AND PROBE IS ACCLIMATED.



LOGGER SHOULD BE PLACED IN PLASTIC CRADLE ATTACHED ON SIDE OF UNIT.

TO POWER UP LOGGER PRESS AND HOLD THE START BUTTON, WHEN YOU SEE THE WORD STARTING ON THE LEFT SIDE OF SCREEN REMOVE YOUR FINGER FROM THE START BUTTON.

<https://www.vfcdataloggers.com/content/Part%201%20VFC400%20Installation.pdf>.

THIS LINK PROVIDES STEP BY STEP INSTALLATION INSTRUCTIONS

DATA LOGGER DOWNLOAD REQUIREMENTS



DATA LOGGERS MUST BE DOWNLOADED MONTHLY. DOWNLOAD WHEN COMPLETING END OF MONTH REPORTING. CREATE A FOLDER ON YOUR DESK-TOP & SAVE FILE INTO FOR SITE VISIT PURPOSES.

REMINDER - POWER DOWN THE DATA LOGGER PRIOR TO UNPLUGGING FOR DOWNLOADING.

INSTALLING NEW DATA LOGGER

WHEN CHANGING OUT A DATA LOGGER MONITORING OF THE NEW LOGGER IS NOT REQUIRED.

CONTINUE CAPTURING TEMPERATURES ON EXISTING TEMPERATURE LOG - DO NOT CREATE A NEW LOG.

WRITE THE DAY NEW LOGGER WAS INSTALLED ON LOG & ADD THE EXPIRATION DATE OF NEW LOGGER DOWN BELOW.

C^o Temperature Recording Form for Freezer
-Celsius VACCINE FREEZER

Month / Year DECEMBER 2022 VFCPN 070954
 Facility Name CHILDREN'S COMPREHENSIVE CARE
 TVFC Coordinator LEXI PRICE, RN

Monitor temperatures closely!

- Write your initials below in "Staff Initials," and note the time in "Exact Time."
- Record temps twice each workday.
- Record the min / max temps once each workday - preferably in the morning.
- Put an "X" in the row that corresponds to the freezer's temperature.
- If any out-of-range temp, see instructions to the right.
- After each month has ended, save each month's log for 5 years.
- Enter the data logger expiration date.

Take action if temp is out of range—too warm (above -15°C) or too cold (below -50°C).

- 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).
- Record the out-of-range temps and the room temp in the "Action" area on the bottom of the log.
- Notify your vaccine coordinator, or call the immunization program at your state or local health department for guidance.
- Document the action taken on the "Vaccine Storage Troubleshooting Record" on page 3.

Day of Month	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Staff Initials	LP LP			LP LP	LP LP	LP LP	LP LP	LP LP				LP LP	LP LP	LP LP	LP LP	
Exact Time	am pm	am pm	am pm	am pm	am pm	am pm	am pm	am pm	am pm	am pm	am pm	am pm	am pm	am pm	am pm	am pm
Min. / Max Temp (since previous reading)	-20 -17			-20 -17	-20 -17	-20 -17	-20 -17	-20 -17				-20 -17	-20 -17	-20 -17	-20 -17	

Danger! Temperatures above -15°C are too warm! Write any out of range temps and room temp on the lines below and call your state or local health department immediately!

ACCEPTABLE TEMPERATURES	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
-15°C																
-16°C																
-17°C																
-18°C																
-19°C	X X				X X	X X	X X	X X					X X	X X	X X	X X
-20°C																
-21°C																
-22°C																
-50°C to -23°C																

ACTION Write any out-of-range temps (above -15°C or below -50°C) here:
 Room Temperature

NEW LOGGER INSTALLED

Data Logger Expiration Date 08 / 30 / 2023 **New logger expiration date**

If you have a vaccine storage issue, also complete "Vaccine Storage Troubleshooting Record" found on page 3. Page 2 of 3

Texas Department of State Health Services Immunization Unit TEXAS Health and Human Services Texas Department of State Health Services Stock No. EC-105FC Revised 09/2020