Date: October 23, 2019

To: MnVFC Providers

From: MnVFC Program

Re: Record minimum and maximum temperatures daily

At the start of each workday, onsite staff must review and record the minimum (min) and maximum (max) temperature of each vaccine storage unit. The min/max temperature is the lowest and highest temperature recorded for the past 24 hours (not the alarm setting).

Daily documentation, on paper or electronically, must include the min/max temperature value, date, time, and staff name or initials. Documenting the current temperature twice each day is still recommended. The person administering the vaccine is responsible for knowing the vaccine has been properly stored prior to administering it, so it is best practice to view the temperature throughout the day.

Each site is responsible for their own temperature documentation and equipment. Make sure:

- Min/max temperatures are reviewed and documented once daily (required).
- Current temperature is documented twice daily (best practice).
- Continuous temperature monitoring equipment is currently calibrated (required).

Some sites may be part of a system that has the ability to centrally monitor temperatures. This secondary monitoring does not replace the need for each site to monitor their own storage units to be sure vaccine administered has not fallen outside the recommended temperature range.

Take immediate action for out-of-range temperatures, including the min/max temperatures

Any time the temperature goes out of the recommended range, it is considered an excursion or out-of-range temperature. Vaccines exposed to out-of-range temperatures may become unusable (nonviable), especially if frozen.

Vaccine must be stored within the following temperature ranges:

- Refrigerator 36°F through 46°F (2°C through 8°C), aim for 40°F (5°C).
- Freezer -58°F through +5°F (-50°C through -15°C), aim for 0°F (-18°C).

As soon as you discover an out-of-range temperature, stop using the vaccine, mark it “Do Not Use” and take immediate action until viability can be verified. See the Storage and Handling Mishap Checklist found on Vaccine Management Forms (www.health.state.mn.us/people/immunize/hcp/mnvfc/forms.html) for specific action steps. Once the vaccine is back in range, contact the vaccine manufacturers and then call us to report the incident and get additional guidance.

Additional resources

- MnVFC website (www.health.state.mn.us/vfc).
- CDC’s Vaccine Storage and Handling Toolkit (www.cdc.gov/vaccines/hcp/admin/storage/toolkit/index.html).

Questions?

Contact the MnVFC program staff at health.mnvfc@state.mn.us or 651-201-5522.

MnVFC Program
651-201-5522, 800-657-3970
www.health.state.mn.us/vfc