Temperature Review and Reporting v10.2019
Min/Max Temperature Reporting

**SENSO: Record Min/Max on manual temperature log.** Please follow these instructions to get your min/max:
- Sign in to the SensoScientific Cloud website.
- Go to Reports.
- Select Monthly Report.
- Enter the Start Date: Date temperatures were last documented/recorded in your facility.
- Review the min and max data. **If min/max is outside recommended range, excursion protocols should be completed.**
- Record the current time, name initials, lowest (min) and highest (max) temperatures reached on the manual temperature log for each unit.

**INTERMOUNTAIN PROVIDERS and U OF U PROVIDERS:**
- You should have received communication internally on how to meet this requirement.

**If you have another data logger system or need more information on how to record the min/max information, please call the VFC Program (801) 538-9450 for additional assistance.**
1. Log into SensoScientific (https://cloud.sensoscientific.com) and generate a “Monthly Report.”

2. Review Min/Max temps for current and previous days since last recorded temperature.
   - Out-of-range temperatures require additional action.

3. Record current time, staff name initials, and lowest (min) and highest (max) temp for each unit on manual temperature log.

**Out-of-range Temperatures: Follow instructions located in the Out-of-Range Temps section of the manual temperature logs. Appropriate action is required. Documentation for all out-of-range temps must be submitted with temperature logs for vaccine orders.**
Senso Advanced Report
Temperature Review

1. Generate an “Advanced Report.”
   - Start Date: Previous day temps were recorded.
   - End date: Current day and time.
   - Select “All Records.”

2. Review and locate the temperature excursion.
   - Note: For multiple temperature excursions, each one needs to be documented and may require additional information.

3. Calculate time from in-range temp to in-range temp. Time is cumulative.

4. Fill out a Vaccine Storage Troubleshoot Record and include with manual temperature log.

**Vaccine Storage Troubleshoot Record and Emergency Response Checklist are located on our website in VFC Forms. For additional assistance, please contact the Vaccine Management Team.**
1. Enter your Facility Information:
   - Enter your Facility Name
   - Enter your VFC Pin / USIIS ID

2. Enter Information regarding temperature excursion:
   - Date & Time of Event was located.
   - Unit Information; Unit name and type of Unit (Refrigerator/Freezer).
   - Person Completing Report; Name, Title, Date form completed.
Vaccine Storage Troubleshooting Record (continued)

3. Enter Description of Event
   - If multiple events occurred, list each date, time, and length of time out of range.

4. Action Taken
   - Document thoroughly. This information is critical to determining whether the vaccine might still be viable.

5. Results
   - What happened to the vaccine? Was it able to be used? If not, was it returned to the distributor?

**Please note: for public-purchased vaccine, complete a Return in the VOMS system for accountability for non-viable vaccine.**
# Vaccine Storage Troubleshooting Record

**Facility Name:** VOMS-American Fork  
**VFC Pin/USIS ID:** 123/224

## Date & Time of Event

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Unit Name</th>
<th>Temp when discovered</th>
<th>Storage Unit Temperature</th>
</tr>
</thead>
<tbody>
<tr>
<td>09/04/2019</td>
<td>11:10 AM</td>
<td>Thermo 3</td>
<td>5.3</td>
<td>Refrigerator</td>
</tr>
</tbody>
</table>

### Description of Event
- On 09/04 a temperature spike occurred at 10:36AM followed by an out of range temp of 8.2 at 10:51AM. Temperatures returned to range at 11:06AM. Total potential excursion time was 31 minutes. No vaccine was in the unit so no additional action was necessary.

### Action Taken
- No vaccine currently in the unit so no additional action taken.

### Results
- Temperature spike and potential out of range temp that resulted in no vaccine loss.
3. Email (vacteam@utah.gov) your last 30 days of temperature logs to the VFC Program.

2. Avoid misses & delays by providing the required information—Facility Name, VFC PIN/USIIS ID, unit name, date, time, recorder’s initials, & min/max temperatures—1x daily.

1. Indicate “FOR VFC ORDER” on the logs.

✓ Out-of-range temperatures require additional information to be included with the manual temperature log.

✓ If temps were not taken on a business day you must indicate the reason why.

3. Email (vacteam@utah.gov) your last 30 days of temperature logs to the VFC Program.

✓ It is good business practice to send current and previous month to ensure 30 days have been submitted.
Training’s and PDF documents can be found by visiting the UDOH Immunization Program VFC Forms page.
QUESTIONS?
Contact the Vaccine Management Team
vacteam@utah.gov
(801) 538-9450
That is what we are here for.