## Vaccine Temperature Log Book

Public Health Unit Contact Information

Public Health Unit: $\qquad$

Website: $\qquad$

Telephone: $\qquad$

Fax:

Always keep your vaccines refrigerated between $+2^{\circ} \mathrm{C}$ to $+8^{\circ} \mathrm{C}$.
If the temperature is outside of $+2^{\circ} \mathrm{C}$ to $* 8^{\circ} \mathrm{C}$, contact your public health unit immediately.

## Protecting Ontario Vaccine Supply

- Always keep vaccines refrigerated between $+2^{\circ} \mathrm{C}$ to $+8^{\circ} \mathrm{C}$.
- Never leave vaccines out of the refrigerator.
- Monitor refrigerator temperatures and record twice daily in the Temperature Log Book.
- Reset the maximum-minimum thermometer after temperature recordings (if applicable).
- Store vaccines on the middle shelves of the refrigerator, never on the door or in the drawers.
- Check vaccine expiry dates regularly.
- Always use vaccines with the earlier expiry date first.
- Order no more than a one-month supply of vaccine at a time.
- Call your public health unit immediately to report vaccines that have been exposed to temperatures below $+2^{\circ} \mathrm{C}$ and/or above $+8^{\circ} \mathrm{C}$.
- NEVER administer or discard exposed vaccine until your public health unit has assessed the situation. Keep exposed vaccines in the refrigerator by placing these vaccines in a labelled container (or bag), marked with the date and time and "DO NOT USE".
- Spoiled or expired vaccine should always be returned to your source of supply (i.e., public health unit or Ontario Government Pharmaceutical and Medical Supply Service (OGPMSS)).
- Reorder Temperature Log Books:
- Outside Toronto, through your public health unit
- Within Toronto, through OGPMSS at (416) 327-0837


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Vaccine Storage Troubleshooting Record
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