

PHARMACY TEMPERATURE LOG SUBMISSION REQUIREMENTS

FOR YORK REGION PHARMACIES THAT ORDER, STORE, AND ADMINISTER PUBLICLY FUNDED VACCINES

Licensed injection-trained pharmacists and pharmacy staff play an important role in ensuring all publicly funded vaccines are stored and handled between +2.0°C to +8.0°C to protect their viability until they are administered to eligible patients. As per the [Pharmacy User Agreement with the Ministry of Health](#), pharmacies must submit vaccine refrigerator temperature logs as stipulated by their local public health unit.

Submit vaccine refrigerator temperature logs every Wednesday before 11:59 pm EST on a weekly basis whenever ordering, storing, or administering publicly funded vaccines.

Failure to submit temperature logs weekly on the due date and/or incomplete temperature documentation will result in suspension of vaccine orders for a minimum of seven (7) days.

Temperature log submissions e-mailed to coldchain@york.ca are highly preferred as an automated confirmation message will be provided upon receipt of your temperature log. Alternatively, temperature log submissions may be faxed to 905-830-0578; however, this method will not generate an automated confirmation of receipt.

REQUIREMENTS FOR TEMPERATURE LOG DOCUMENTATION AND SUBMISSION

- Document current, maximum, and minimum temperatures twice daily including the date, time, and recorder's initials. Clear your digital thermometer's memory after each temperature recording.
- Record your pharmacy's name and holding point code on each page of the temperature log.
- Use only blue or black ink. Do not use white-out or write over any temperature recordings.
- Submissions must include temperature recordings for each day that your pharmacy is operating, from previous Wednesday to current Wednesday. Use a strikethrough to indicate any days that your pharmacy is closed for business.

Month: Nov 2020 Office/Facility: YOR-NW-12345 ABC Family Pharmacy

| Week 1 | Mon | Tue | Wed | Thu | Fri | Sat | Sun |
|--------------|---------|---------|---------|---------|---------|---------|---------|
| Time | 7:05 AM | 5:02 PM | 9:08 AM | 4:58 PM | 9:03 AM | 5:04 PM | 9:11 AM |
| Current Temp | 5.8 | 4.1 | 3.4 | 3.9 | 5.7 | 4.5 | 5.3 |
| Max Temp | 6.0 | 5.0 | 5.9 | 4.1 | 6.1 | 4.6 | 6.3 |
| Min Temp | 3.4 | 3.9 | 2.9 | 3.3 | 4.0 | 4.0 | 2.7 |
| Initials | RB | RB | RB | RB | RB | RB | RB |

IMPORTANT REMINDER

Temperatures below +2.0°C and/or above +8.0°C are considered an adverse storage condition (ASC). **Immediately report any temperature recordings that are below +2.0°C and/or above +8.0°C to York Region Public Health by calling 1-877-464-9675 ext. 74065**, including afterhours, on weekends and during statutory holidays. Do not administer or discard the exposed vaccines until York Region Public Health has completed an ASC investigation and viability assessment to determine vaccine potency. **Vaccine safety is patient safety.**

For more information, contact the Vaccine Inventory program at 1-877-464-9675 ext. 74033, email at vaccineinventory@york.ca, or visit york.ca/vaccineinventory.

PUBLIC HEALTH
york.ca/vaccineinventory

