

Cold Chain/ Fridge Temperature Monitoring Standard Operating Procedure (Example)

- Practice Nurses to take receipt of vaccines delivered to the practice and they are refrigerated immediate.
- The vaccines are stock rotated the same day. The nurses will make reference to the temperature monitoring sheets to identify when the fridge has been opened for this happen to enable stock rotation.
- Reading to be taken 3 times daily – Morning/Midday/Evening
- The monitoring of minimum, maximum and internal temperature is to be recorded on monitoring sheets.
- Folders to store monitoring sheets allocated to each fridge. The monitoring sheet enables the recording of the date, time, minimum, maximum, internal fridge temperature, name and signature of the user and a comment box so that the nurse can record any temperature variation, why this might have happened and actions taken.
- Vaccines to be stored in accordance with product license and national guidance protocols/Green Book i.e. between 2°C and 8°C, away from direct light and in their original packaging to maintain their effectiveness.
- After each reading the thermometer must be reset (following manufacturers instruction) so that new temperature can be recorded.
- If the readings fall outside of the recommended temperatures then this is to be reported immediately to either the Practice Manager or GP Partner.
- Contact the local Screening and Immunisation team as soon as possible for further guidance.

Acknowledgement to Wombwell Medical Practice, Barnsley who developed the original protocol.