

Tips for your cold chain inspection

Ensure all of your staff are trained on vaccine storage and handling. Use this checklist as a quick guide to prepare for your vaccine fridge inspection. Call Toronto Public Health Immunization Nurses at 416-338-2030 for questions or to report a cold chain incident.

Contingency Planning	<input type="checkbox"/> read the Vaccine Storage and Handling Guidelines
	<input type="checkbox"/> have a contingency plan for equipment malfunction; power outage or other emergencies
	<input type="checkbox"/> have an assigned staff & a back up responsible for vaccine management
Refrigeration	<input type="checkbox"/> store vaccines in: a) purpose-built vaccine fridge (<i>is preferred</i>) b) domestic stand-alone fridge (<i>with modifications</i>) <input type="checkbox"/> domestic bar-size fridge is not recommended <input type="checkbox"/> domestic bar-size fridge with inside freezer should never be used
	<input type="checkbox"/> fridge is placed away from direct sunlight and away from external walls
	<input type="checkbox"/> have a "Do not unplug" sticker by the electrical outlet so it is not accidentally unplugged or turned off
	<input type="checkbox"/> a fridge with adequate door seals and a lock
Vaccine Storage	<input type="checkbox"/> use short expiring-date vaccines first & take vaccines out of the fridge only when ready to use
	<input type="checkbox"/> keep vaccines organized by product and in their original boxes
	<input type="checkbox"/> store only what your fridge has capacity for - no more than a month's supply at a time
Temperature Monitoring Device	<input type="checkbox"/> use of a data logger (<i>is preferred</i>)
	<input type="checkbox"/> place temperature sensor on the middle shelf, in an empty vaccine box
	<input type="checkbox"/> change the batteries on your max/min device at least every six months
	<input type="checkbox"/> test your device for accuracy annually
Temperature Documentation	<input type="checkbox"/> data logger is downloaded weekly and temperatures are checked twice daily; OR max, min and current temperatures are checked, documented and reset twice daily
	<input type="checkbox"/> ensure temperatures are maintained between +2°C to +8°C
Cold Chain Incident	<input type="checkbox"/> contact Toronto Public Health anytime vaccine fridge temperature goes out-of-range (<2°C or > 8°C)

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