**Vaccine storage incident checklist form**

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| **Vaccine Storage Incident Checklist**   |
| Item  | Comments  |
| 1. Date and time of incident form completion

   |   |
| 1. Fridge Location /Identifier

   |   |
| 1. Date and time of cold chain breach identified

   |   |
| 1. What were the temperature readings when the breach was noticed?
 | Min Max current  |
| 1. Date and time of last guaranteed temperature between +2**°**C and +8**°**C

  |   |
| 1. Total duration of excursion

   | Hours Minutes  |
| 1. What alerted you to excursion

 *(e.g. thermometer reading, fridge alarming, data logger)*  |   |
| 1. Is there an alarm fitted on fridge? If so

 *Are parameters set* *After how long outside +2****°****C to +8****°****C* *Does the alarm sound*  |   |
| 1. If the alarm had gone off would anyone have heard it?

  |   |
| 1. Type of fridge Make and Model?

   |   |
| 1. How old is the fridge?

   |   |
| 1. When was fridge last serviced?

   |   |
| 1. Has an engineer checked fridge since incident?

     What did their report say?    |   |

**Vaccine storage incident checklist form (cont.)**

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| 1. How often temperatures recorded

  |   |
| 1. What type of thermometer is in use (integral to fridge, battery operated independent, data logger)

  |   |
| 1. Is there a thermometer probe in the fridge, what is its position in fridge?

  |   |
| 1. When was thermometer last reset?

  |   |
| 1. When was thermometer last calibrated?

  |   |
| 1. Has continuous temperature monitoring 48 hrs with data logger been performed since incident identified?

  |   |
| 1. Result of 48 hr continuous temperature recording with data logger

  |   |
| 1. Possible reason for temperature excursion?

 *(e.g. re-stock/power failure/busy clinic)*  |   |
| 1. Any obvious signs of freezing?

 *(e.g. frosting sides or back of fridge, or wet or damaged boxes)*  |   |
| 1. Any vaccines against side or back of fridge or pushed against cooling plate or air inlet?

  |   |
| 1. Have any of the vaccines been exposed to previous cold chain breach outside +2**°**C to +8**°**C?

  |   |
| 1. What is current vaccine stock, quantity, location, expiry date?

  |   |
| 1. Has anybody been vaccinated with potentially affected vaccines?

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| 1. Has the cause of the breach been rectified and / or steps taken to prevent problem reoccurring?

  |   |
| 1. Form completed by name/signature/date

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