

## TEMPERATURE MONITORING FORM – FOR MEDICINE STORAGE

Unit/Team Name:	Fridge No': (If more than one medicine fridge)	Room:	Month:	Year:
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Date	Room (15°C-25°C)		Fridge (2°C-8°C)		Checked and Actioned by				Date	Room (15°C-25°C)		Fridge (2°C-8°C)		Checked and Actioned by			
	Min	Max	Min	Max	Data logger downloaded	Temp Within Range	Sign	Print		Min	Max	Min	Max	Data logger downloaded	Temp Within Range	Sign	Print
eg:	18	22	3	6	Y / N	Y / N	HC Assistant	HC Assistant	16					Y / N	Y / N		
1					Y / N	Y / N			17					Y / N	Y / N		
2					Y / N	Y / N			18					Y / N	Y / N		
3					Y / N	Y / N			19					Y / N	Y / N		
4					Y / N	Y / N			20					Y / N	Y / N		
5					Y / N	Y / N			21					Y / N	Y / N		
6					Y / N	Y / N			22					Y / N	Y / N		
7					Y / N	Y / N			23					Y / N	Y / N		
8					Y / N	Y / N			24					Y / N	Y / N		
9					Y / N	Y / N			25					Y / N	Y / N		
10					Y / N	Y / N			26					Y / N	Y / N		
11					Y / N	Y / N			27					Y / N	Y / N		
12					Y / N	Y / N			28					Y / N	Y / N		
13					Y / N	Y / N			29					Y / N	Y / N		
14					Y / N	Y / N			30					Y / N	Y / N		
15					Y / N	Y / N			31					Y / N	Y / N		

- Note:**
1. ALL devices for fridge and room temperature monitoring MUST be approved by HFT Pharmacy.
  2. Temperature MUST be monitored daily according to the working hours of the service, e.g. In-Patient = every day.
  3. Where a Data Logger/SD Card is in use, readings MUST be downloaded, reviewed and stored in the Unit's allocated folder on the V: Drive, in accordance with the appropriate user guide/instructions.
  4. ALL devices MUST be reset/re-started after each temperature recording. User guide/instructions must be followed for reset/re-start.
  5. Further copies of this form can be downloaded via HumberNet.

6. Action MUST be taken if the fridge temperature falls outside the accepted range. Inform immediately the Unit/Team manager and HFT Pharmacy (Tel: 01482 301724 or e-mail [hnf-tr.medicinesafety@nhs.net](mailto:hnf-tr.medicinesafety@nhs.net)).
7. Completed forms must be kept for 2 years. These are to be scanned and saved into the appropriate folder V:\Corporate\Pharmacy\Pharmacy Team\Public\Pharmacy Fridge Log\Temperature Monitoring Forms

Date	Comments / Notes / Action Taken	Signature