



TEMP^oTrack[®] Information Sheet for AGPAL Accredited Practices

This information sheet applies to AGPAL accredited practices that have purchased or leased the TEMP^oTrack[®] system from E2E IT Solutions. This information sheet will assist practices in meeting the 3rd Edition of the RACGP Standards for General Practices ("RACGP Standards" as well as utilising the TEMP^oTrack[®] system to its maximum).

RACGP Standard Requirements

Criterion 5.3.2 of the 3rd Edition of the RACGP Standards requires practices to have appropriate cold-chain management processes in place, which meet the current edition of the National Health and Medical Research Council (NHMRC) guidelines. At this point in time, it is essential that practices follow the 8th edition of The Australian Immunisation Handbook ("Handbook") published by the NHMRC in 2003.

The Handbook requires practices to monitor and record minimum and maximum temperatures of their vaccine fridge daily; however it is preferable that temperatures are checked at the beginning of the day prior to administration of vaccines.

Customising TEMP^oTrack[®]

AGPAL requests that practices' customise their TEMP^oTrack[®] system to the following parameters **as a minimum**:

Temperature Parameters – Low Limit	2°C
Temperature Parameters – High Limit	8°C
Normal Logging Interval	12 hours (4 hours is preferable)
Out of Range Logging Interval	5 minutes (2 minutes is preferable)
Alarm Delay	Internal alarm – 10 minutes and Autodialler – 30 minutes

Monitoring and Recording Temperatures on TEMP^oTrack[®]

TEMP^oTrack[®] is made up of two components, the logger and the software which records and charts sensor readings. It is noted that practices may not have the facilities to install and read the software as a dedicated computer needs to be close to the vaccine fridge OR a wireless network system must be installed. As a result, two procedures have been provided depending on whether the practice has the logger and/or the software components installed.

PROCEDURE 1 – LOGGER ONLY

1. Review the minimum and maximum temperature on the TEMP^oTrack[®] **Logger** (monitoring device on the fridge) and record in a vaccine fridge logbook daily. Record the time that the temperature was reviewed and the initials of the staff member who reviewed it.
2. Monitor the fridge frequently during the day and record notes if the temperature is out of range including possible reasons and any action taken.

PROCEDURE 2 – LOGGER AND COMPUTER SOFTWARE

1. Review in the minimum and maximum temperature on the TEMP^oTrack[®] **Sensor Readings** screen on the computer system and record the initials of the staff member who reviewed it and at what time in the **Comments** section.
2. Monitor the fridge frequently during the day and record notes in the **Comments** section if the temperature is out of range including possible reasons and any action taken.