Purchasing data loggers

Q1: **When do New Mexico VFC providers need to implement data loggers**?

A1: All New Mexico VFC providers should purchase and implement data loggers in all of their VFC vaccine storage units by November 1, 2017. Each site should also purchase one back-up data logger.

Q2: **Why are data loggers being required?**

A2: The CDC is requiring that data loggers are used in each refrigerator and freezer that store VFC vaccine. Data loggers measure and record the temperatures of the storage units continuously. If there is a temperature excursion, the data can be downloaded from the logger to determine exactly how long the temperature was out-of-range. This information will help the manufacturer determine if the vaccine is still okay to use.

Q3: **What type of data logger should I purchase?**

A3: The VFC 400 data logger by Control Solutions has been selected by the New Mexico VFC program. This logger meets all of the CDC requirements and is compatible with NMSIIS, our immunization registry. The VFC 400 is not compatible with Macintosh computers. If you are a Mac-only office, please contact the Immunization Program at: 1-833-882-6454 to submit a HelpDesk Ticket and we can advise you on other data logger options.

VFC 400 Vaccine Monitoring Data Logger Kit

Q4: **How much do the data loggers cost?**

A4: Please contact Control Solutions for pricing on data loggers and docking stations.

Q5: **How many docking stations are needed in my practice/clinic?**

A5: One docking station is needed per practice/clinic.

Q6: **Do we need a data logger to monitor the room temperature where vaccine is stored?**

A6: The VFC Program does not require a data logger for monitoring the room temperature.

Q7: **What if my practice/clinic already has data loggers?**

A7: If your office already has data loggers that are not the VFC 400, the data loggers must: meet CDC requirements, have a current certificate of calibration, and be compatible with NMSIIS. Please contact the Immunization Program at 1-833-882-6454 to arrange a test of your data logger file with NMSIIS. If your data loggers are compatible, you may continue using them until their calibration expires. At this point, your practice/clinic should purchase and use the VFC 400 data loggers.

Using data loggers

Q8: **My data logger is malfunctioning. Who should I contact?**

A8: You should call Control Solutions for technical assistance at: 1-888-311-0636

Q9: **I don't have administrative rights on my computer and cannot download the data logger software. What should I do?**

A9: You should work with your IT staff to get the software downloaded on your computer (i.e.- put in an IT request, if available at your facility). The VFC 400 software can be found at the following website: http://www.vfcdataloggers.com/software-downloads/

Q10: **I'd like to watch the data logger training on how to install and use the data logger. Where can I find this?**

A10: You can find the recorded webinar training on YouTube at the following location: https://www.youtube.com/watch?v=OSoUMVkQ0oM&t=370s

Q11: **How can I tell if there has been a temperature excursion?**

A11: Each time you check your data logger, you should ensure that there is a "✓" in the upper left-hand corner of the display. As long as your data logger temperature settings are set appropriately, and if the display shows a "✓" (Photo 1), then there have not been excursions. However, if you see an "X" in the upper left corner of the display (Photo 2), that indicates that there has been an excursion and you should immediately download your data to investigate. Please see the images, below, for examples:
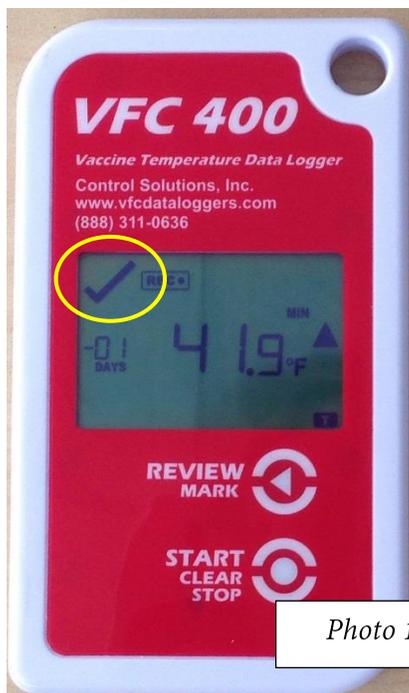
Photo 1

Photo 2

Q12: How do I check the min/max temperature on my data logger?

A12: *NEW Procedure begins January 1, 2018*: at the start of each clinic day VFC providers will record the min/max temperatures from the prior day. To check the min and max temperatures, click on the "Review" button on the data logger display until you see "-01 DAYS" and "MAX" on the display (see *Photo 1* below) and record that temperature for the maximum. Click the "Review" button again and you will see "-01 DAYS" and "MIN" on the display (*Photo 2*) and you can record that temperature for the minimum. These are the min/max temperatures you should record on your paper temperature logs.

Photo 1

Photo 2

Q13: I need help changing the configuration of my data logger. Who should I contact?

A13: For technical assistance with your data logger, you can contact Control Solutions at: 1-888-311-0636

Q14: **My data logger is set to Celsius. How do I change it to read temperatures in Fahrenheit?**

A14: You can change this setting in your data logger's set-up. The setting needs to be changed in two places (one for **Reports** and one for the data logger **display**).

*To Change the **Reports Setting***

1. Ope
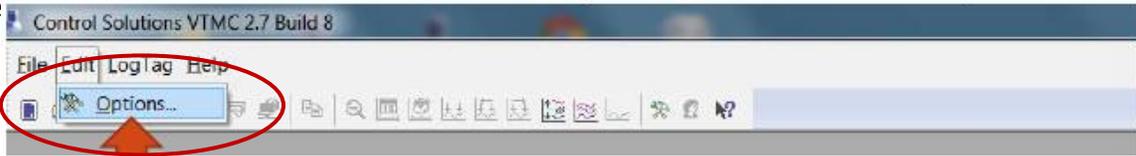
2. On the next screen, click the "Show temperatures" drop-down box and select **Fahrenheit**, then click **OK**:
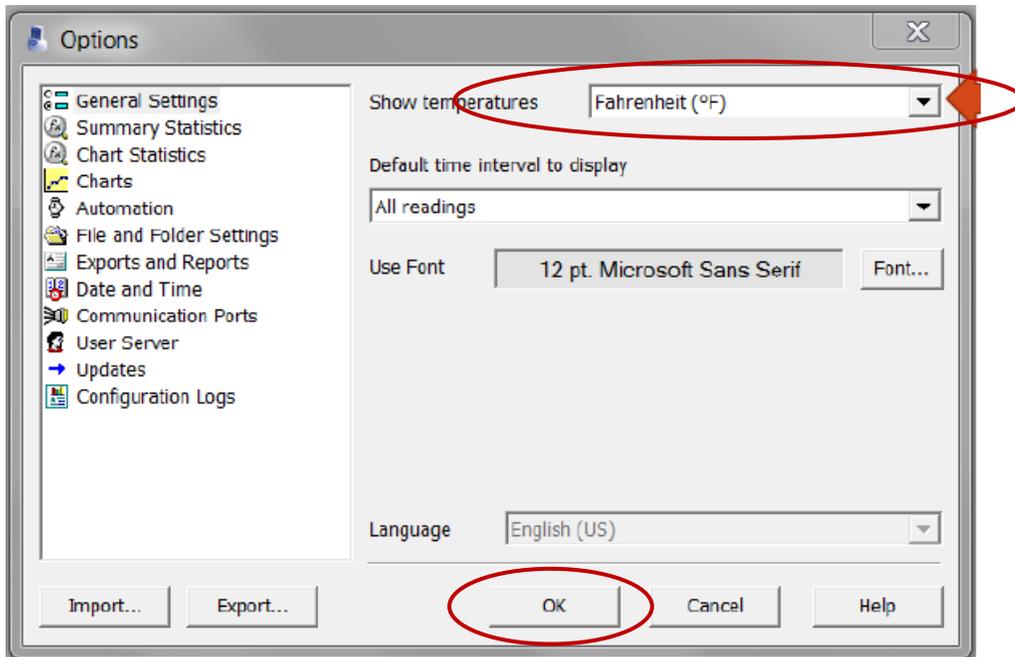
To Change the *Display Setting*
1. Place your data logger in the docking station, then go to the top menu and select *LogTag* and then *Configure* and you will see the following screen. Click on *Advanced Options*:
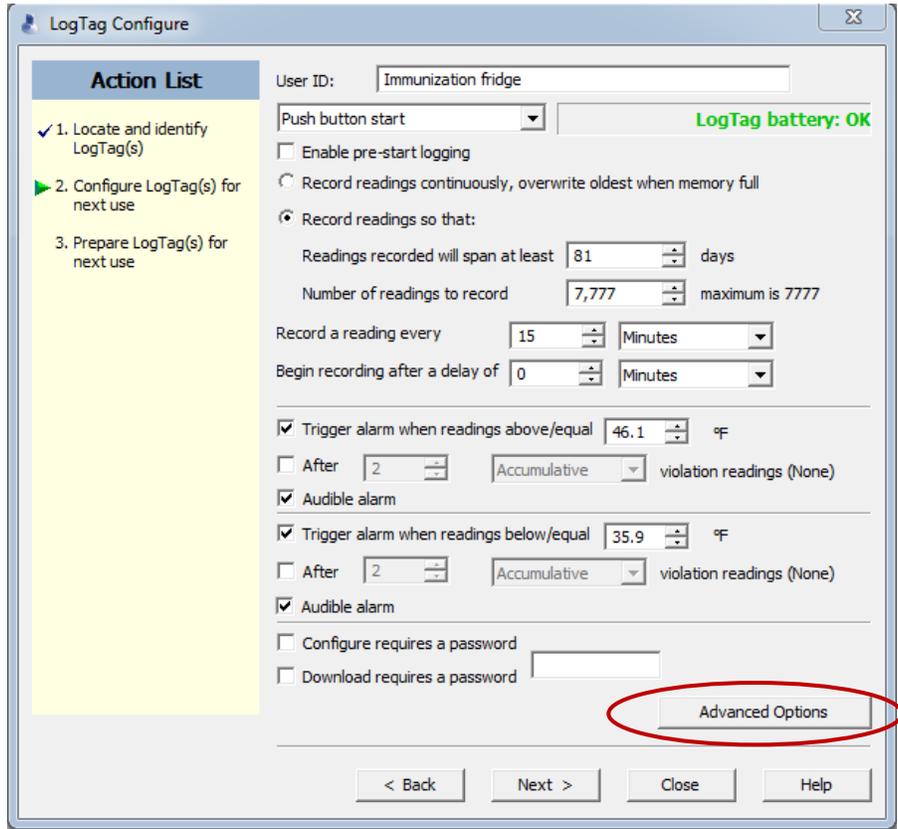
2. The following screen will appear; change the *Temperature display unit* to *Fahrenheit* and click *OK*:
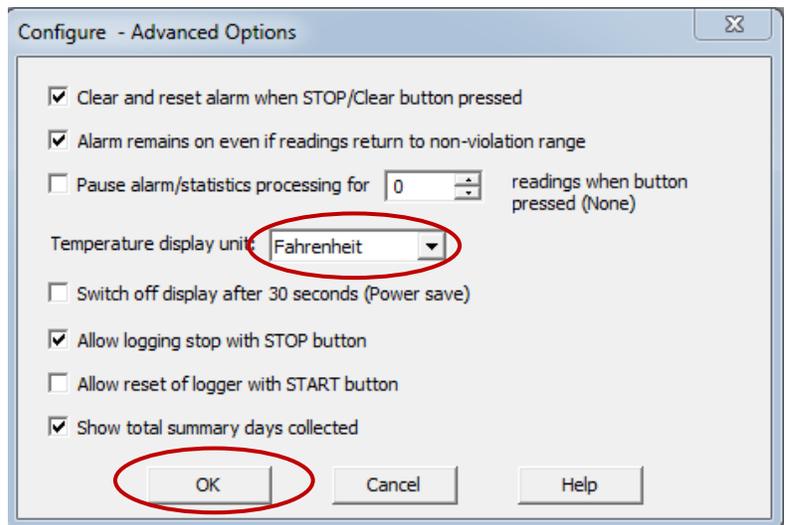
Q15: **What settings should we use for our data loggers?**

A15: The New Mexico VFC Program recommends using the following alarm and temperature settings for your data loggers. To get to the LogTag Configure screen, dock your data logger, then go to the top menu and select **LogTag** then **Configure** and you will see the screen below. Ensure the audible alarms are **checked** and use the following temperature parameters:

- *Refrigerator setting:* For "User ID" include your VFC PIN and the Fridge name/number where the data logger will be used. Take readings every 10 minutes. Use 46.1°F for the upper limit and 35.9°F for the lower limit. Set the alarm to trigger after 2 Accumulative (consecutive) readings for warm temperatures and immediately for cold temperatures.
- *Freezer setting:* For "User ID" include your VFC PIN and the Freezer name/number where the data logger will be used. Take readings every 10 minutes. Use 5°F for the upper limit and -40°F for the lower limit. Set the alarm to trigger after 2 Accumulative (consecutive) readings for warm temperatures and immediately for cold temperatures.

Please reference the screenshots below.

Refrigerator Settings

1. Make the following alarm and temperature setting changes then click the **Advanced Options** button.

For technical assistance contact Control Solutions at 1-888-311-0636
Updated: 04-17-2018

2. You will see the following screen. *Check* both the first and second option, and then click the **OK** button. *This alarm setting will allow you to download data part-way through the month without stopping the data logger recording (See Q18 for more information on this process):*

3. You will be returned to the following screen and will need to click the *Next* button to save your changes:

Freezer Settings

1. Make the following alarm and temperature setting changes then click the **Advanced Options** button.
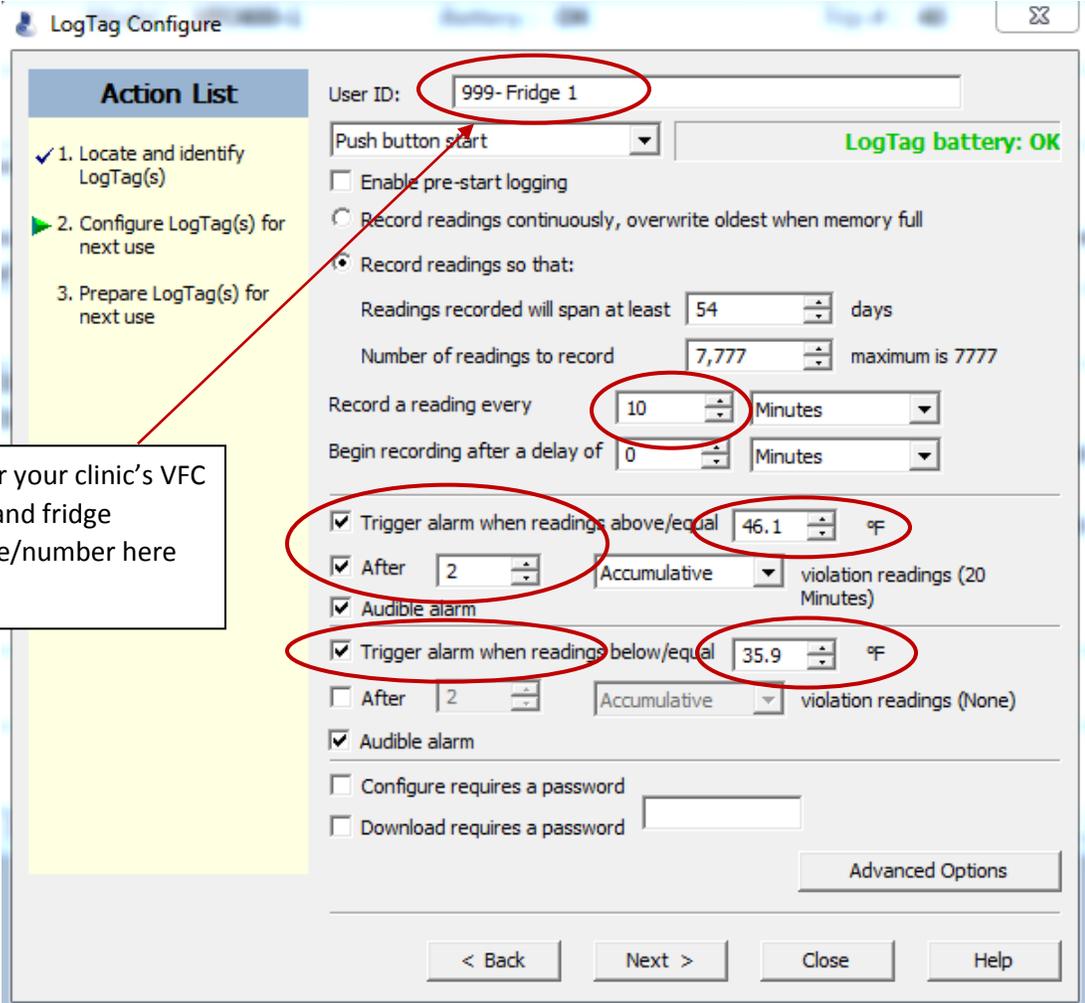
Enter your clinic's VFC PIN and freezer name/number here

2. You will see the following screen. **Check** both the first and second option, and then click the **OK** button. *This alarm setting will allow you to download data part-way through the month without stopping the data logger recording (See Q18 for more information on this process):*
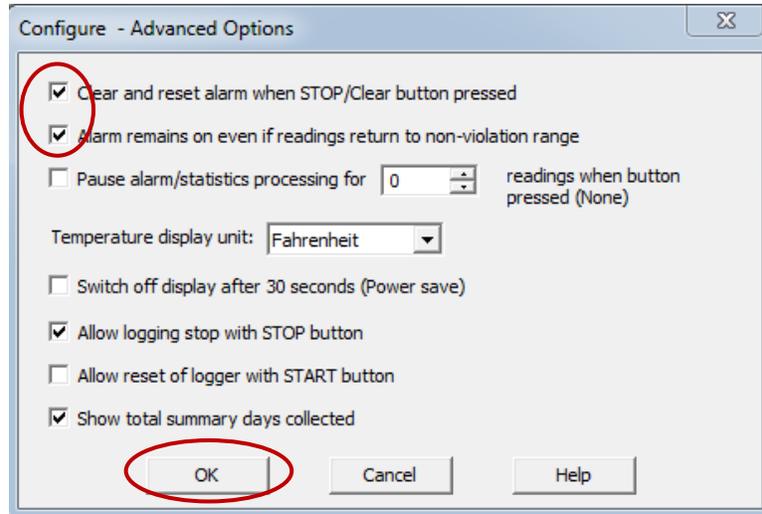
3. You will be returned to the following screen and will need to click the **Next** button to save your changes:
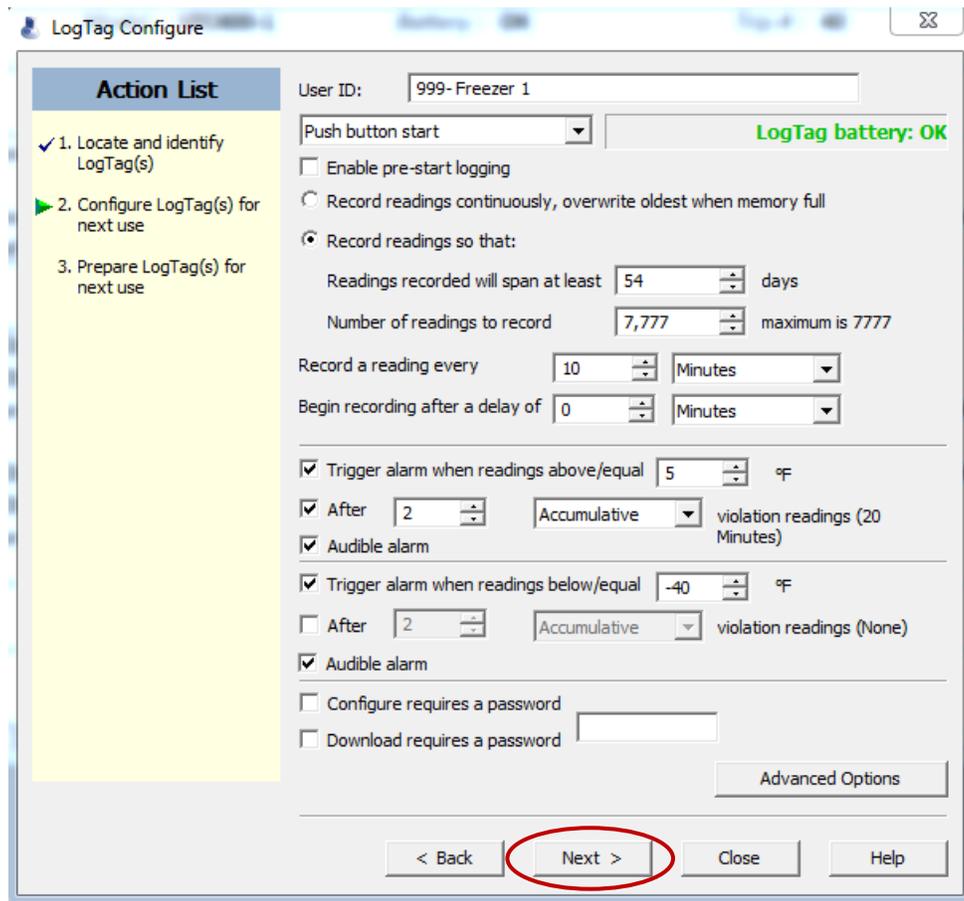
Downloading data from the loggers

Q16: **Is my practice/clinic still required to manually log the temperatures of our vaccine storage units (refrigerator and freezers) after we begin using data loggers?**

A16: Yes, but providers will use paper logs to record *only* the minimum/maximum temperatures from each data logger once daily, at the beginning of the workday. These temperature logs do not need to be submitted to the Program, but they should be kept on file at your site for three years.

Q17: **When we download our data logger data using the Control Solutions software that we installed on our computer, does that automatically send our data to the VFC Program?**

A17: No, the data will not be automatically sent to the VFC Program. You will need to save the data from your logger as a PDF file and email it to your regional immunization coordinator by the first day of each month. Sometime in 2018, we will transition to having providers upload their data logger CSV files to NMSIIS.

Q18: **What if we had a temperature excursion part-way through the month and have multiple data logger files for a given month?**

A18: The VFC Program would **prefer** that providers submit a single data logger file at the end of the month for each storage unit*. If your site experiences a temperature excursion and you need to download the data from the data logger partway through the month, please use the following procedure:

1. DO NOT stop the data logger from recording
2. Unplug the data logger from the temperature probe
3. **First, open the Control Solutions software on your computer** (should be done in this order)
4. **Then**, place the data logger into the docking station
5. The software will begin downloading the data
6. This screen will pop up and give you two options, to *Continue* or *Abort (screenshot)*
7. Select **Abort**
8. Then, save the data file
9. Remove the data logger from the docking station and plug it back into the temperature probe and it will continue to record temperatures
10. If your data logger is configured as described in Q15 (above), you should be able to clear your data logger audible alarm by pressing the **Start** button on the data logger
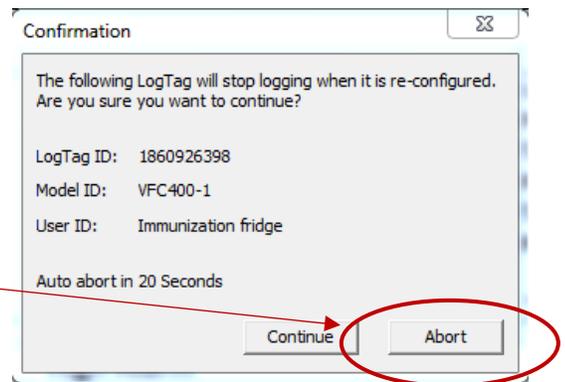
This process will allow you to generate a single report at the end of the month with all temperature recordings.

* If the above procedure was not followed, multiple data logger reports may be submitted to the NM VFC program for a given month, but **the preferred method is for providers to send one data file per storage unit each month.**

Q19: **How do I save my data logger file as a PDF?**

A19: After you have docked your logger and the data has downloaded, on the top menu, click on *File* and then *Save As*. You will see the following box.

Under *Save as type*, select *PDF (Portable Document Format)* from the drop-down box:
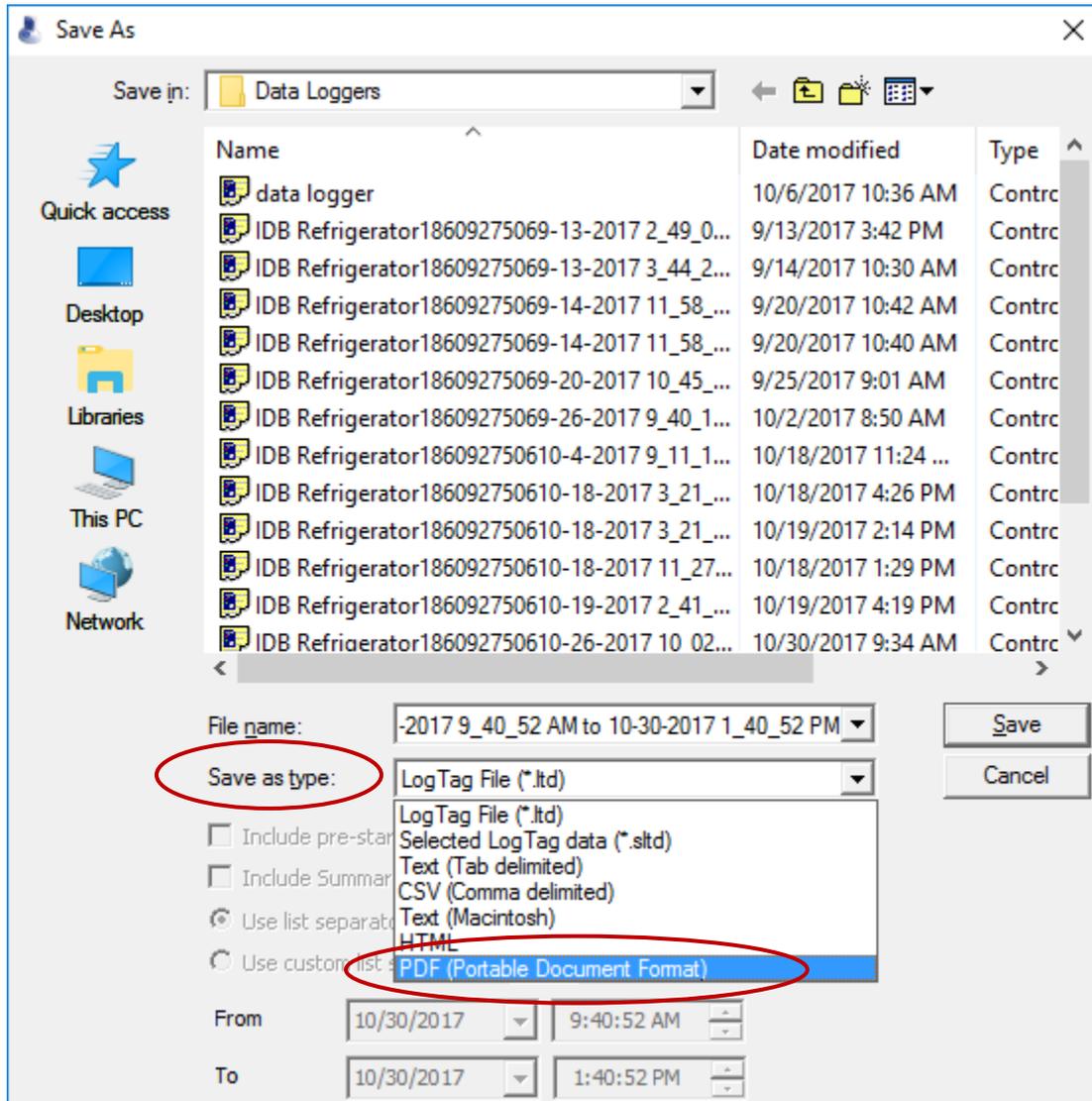
A20: **Where should we save our data logger files?**

A20: The VFC Program recommends that your data logger files be saved on a drive that is regularly backed up. Please check with your IT systems administrator to select a drive that is regularly backed up. The following naming convention is recommended:
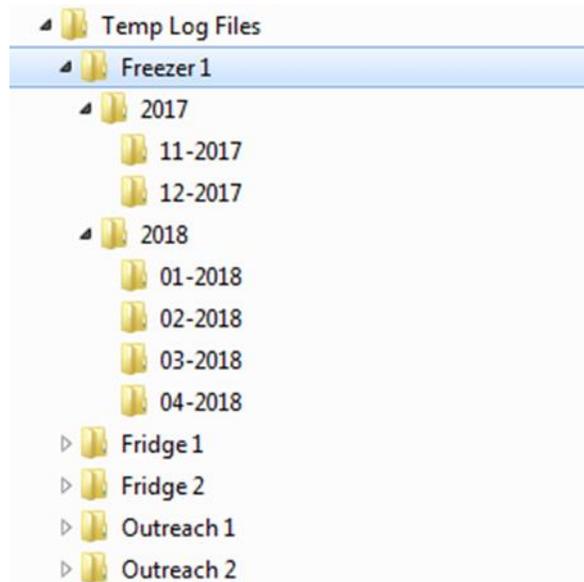
General questions

Q21: **How should we deal with the defrost cycle of the freezer?**

A21: If you have a frost-free freezer that regularly cycles above 5°F, please contact Merck at 1-877-829-6372 and ask them to assess your freezer temperatures.

Merck will ask you to send them a download from your data logger, so they can see the temperatures that your unit cycles through as well as the duration. Merck may be able to provide you with a letter that supports the stability of their frozen vaccines during your freezer's defrost cycles.

Please share this Merck letter with your regional immunization coordinator so they have that information when they are reviewing your monthly temperature logs.

You may also need to change the configuration of your freezer data logger to allow you to turn off the audible alarm when your freezer is cycling. Control Solutions can assist you with this setting: 1-888-311-0636

Q22: **How often do data loggers need to be recalibrated?**

A22: The VFC 400 is required to be recalibrated every two years. If a site is using another type of data logger, and the expiration or recalibration date is not on the certificate of calibration, the site must obtain and be able to provide documentation of the data logger manufacturer's schedule of recalibration. CDC recommends units be recalibrated every one to two years or according to the manufacturer's schedule. All data loggers must have a current certificate of calibration and site staff must be able to produce all certificates upon request.