COVID-19 Vaccine Provider Training

2022

Part 6:
Uploading Temperature Readings

Temperature Uploads

- For best practices when uploading temperature readings to the New Mexico State Immunization Information System (NMSIIS), use Control Solutions software.
  - Control Solutions is optimal for LogTag digital data loggers (DDLs).
- If your site uses a DDL that is not compatible with Control Solutions, contact the DDL manufacturer for optimal software.
  - If you are still unable to upload your temperature readings into NMSIIS, email your weekly readings to COVIDdata.compliant@state.nm.us.

Temperature Uploads in NMSIIS

Providers are required to upload temperature logs for each storage unit housing COVID-19 vaccine to NMSIIS on a **weekly basis**.

- To upload, select "Clinic Tools" from the left-hand menu on the NMSIIS home page.

- Select "Storage Units".

Clinic Tools −

Storage Units

Reading History

Manage Assets

Enrollments

Clinic Information +

Program Tools +

Temperature Uploads in NMSIIS

- On the *Storage Units* screen, click the "Log" button to expand options.

- To upload temperature readings, select "Log Temp – Upload CTM"

Temperature Uploads in NMSIIS

The first time you perform this step for each storage unit, the screen will prompt you to set the temperature scale.

Set Temperature Scale ⓘ

Please select which scale is to be used for logging and displaying temperatures for the currently selected clinic. Once a selection is made and a temperature reading is uploaded or manually entered into the system this value can only be changed by a Program administrator.

◉ Fahrenheit   ◯ Celsius

- Select your **preferred temperature scale** and click the "Update" button to proceed.

Temperature Uploads in NMSIIS

- Click the "Choose File" button and select the CSV version of your temp file from your computer.
  - CSV is the only file format that will successfully upload to NMSIIS.

Upload Temperature Reading ℹ️

Storage Units / FREEZER (Freezer)	Thermometer (Type)	Unit Status
	THERMOMETER FREEZER (CTM)	Active

Select the CTM file from your computer and upload it below.

Choose File   No file chosen

- Ensure your CSV file is saved using this naming convention:

  FRIDGE NAME_VFC Pin Number_Thermometer Serial Number_Date Range

  Example: FREEZER_26A_012345678_May01_May07

Temperature Uploads in NMSIIS

- Once you have chosen the correct file from your computer, click the "Upload" button in the upper right corner.

Temperature Uploads in NMSIIS

- You will see an *Alert* message in red; this is a prompt to review the data shown for accuracy.

- After reviewing the data, click the "Confirm" button to upload and save the file.

- A green message box will appear, indicating the upload was successful.

Temperature Readings and Alerts

Once your file has successfully uploaded, the following screen will display:

Temperature Readings and Alerts

- Ensure your DDL serial number matches the correct storage unit for the file you are uploading.

- This screen will also show when Failures and Excursions occur. If a failure or excursion occurs, contact the Compliance Team at COVIDdata.compliant@state.nm.us immediately.

Alternatives to Uploading

There may be instances in which you are unable to upload your temperature logs to NMSIIS (e.g., unresolvable error messages, uploading the wrong file and unable to delete, etc.)

- **If you cannot upload, e-mail your temperature logs to the Compliance Team** at COVIDdata.compliant@state.nm.us to stay in compliance each week.
    - If your clinic uses paper temperature logs, e-mail a scanned copy to the Compliance Team.

- Contact the NMSIIS Help Desk at 1-833-882-6454, to assist you in resolving error messages.

NMDOH
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Contact

- NMSIIS Help Desk (833) 882-6454

CONTACT INFO	DESCRIPTION
COVID.Vaccines@state.nm.us	COVID-19 Vaccine Record requests; Provider COVID-19 Vaccine Order status; NMSIIS assistance.
COVID.Therapeutics@state.nm.us	Provider questions regarding COVID oral therapeutics (Molnupiravir and Paxlovid); COVID PrEP (Evusheld); mAB; or Remdesivir
COVIDData.compliant@state.nm.us	COVID-19 vaccine storage and handling questions, temperature log and onboarding Vaccine Plan submissions.
COVID.testing-doh@state.nm.us	For Provider questions on testing and test supplies