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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”.



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**”

The screenshot displays the 'Storage Units' interface. On the left, a 'FREEZER' unit is shown with a 'Log' button. A dropdown menu is open, showing options: 'Log Temp. - Upload CTM', 'Log Temp. - Manual', 'View Readings', and 'View Storage Unit'. A red dashed arrow points from the 'Log' button to the 'Log Temp. - Upload CTM' option. On the right, a 'REFRIGERATOR' unit is shown with a 'Log' button and a 'PASS' status indicator.

Next Reading:	Last Reading:	Temp Status (CTM)
Due Before 03/11/22, 9:05 AM 28D 18H	Submitted On 02/10/22, 9:28 AM Timeframe 12D 18H 6M 01/27/22, 2:59 PM - 02/09/22, 9:05 AM	Excursions 0 Failures 0

Next Reading:	Last Reading:	Temp Status (CTM)
Due Before 03/11/22, 9:08 AM 28D 18H	Submitted On 02/10/22, 9:30 AM Timeframe 12D 22H 30M 01/27/22, 10:38 AM - 02/09/22, 9:08 AM	Excursions 0 Failures 0



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 ⓘ

Storage Units / FREEZER (Freezer)

Thermometer (Type)	Unit Status
THERMOMETER FREEZER (CTM)	Active

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

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.



Upload Temperature Reading ⓘ

Storage Units / FREEZER (Freezer)

Thermometer (Type)	Unit Status	Next Reading
THERMOMETER FREEZER (CTM)	Active	03/11/22, 9:05 AM

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

No file chosen

Storage Unit

[Edit Storage Unit](#)

[Temperature Readings](#)

Clinic Notes [Expand](#)

There are currently no notes entered for this clinic



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.

Pending Temperature Reading - 05/30/17, 1:03 PM (CTM)

Storage Units / TEST FRIDGE 1 (Refrigerator)

Next Reading: 05/30/17, 12:00 AM - OVERDUE

Success The Temperature Reading is ready for preview.

ALERT: This reading is not available until 'Confirm' is selected below. Please review the data below and click 'Confirm' to complete the upload process.

Summary

File Name Immunization fridge 1960926398 5-22-2017 S_18_24 AM to 5-30-2017 1_03_24 PM.csv	CTM Interval 15M	Min/Max Temp 37.5°F / 46.9°F
Total Timeframe Total Duration: 80 3H 45M From: 05/22/17, 9:18 AM To: 05/30/17, 1:03 PM	Excursions 3 (45M)	Failures 1 (45M)

Excursions

Storage Unit
Edit Storage Unit
Temperature Readings
Log Temperature

Associated Thermometer
Edit Thermometer
Calibrate Thermometer

Cancel Confirm



Temperature Readings and Alerts

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

Temperature Reading - 12/15/21, 10:01 AM (CTM) ? i

Storage Units / IMMUNIZATION FRIDGE #2 (Refrigerator) Thermometer (Type) Unit Status
IMMUNIZATION FRIDGE #2 (CTM) Active

DETAILS ▲ FAILURES (1)

Summary

File Name 21-A FRIDGE #2 7862926546 12-1-2021 5_01_20 PM to 12-15-2021 10_01_20 AM.csv	CTM Interval 10M	Min/Max Temp 39.7°F / 57.9°F
Total Timeframe Total Duration: 13D 17H From: 12/01/21, 5:01 PM To: 12/15/21, 10:01 AM	Excursions 14 (2H 20M)	Failures 1 (2H 20M)

Action ▼

Excursions

Showing 1 to 14 of 14 entries

Date	Temperature
12/15/21, 9:11 AM	47.8°F
12/15/21, 9:01 AM	50.7°F



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**.

The screenshot displays a web interface for monitoring temperature readings. The title is "Temperature Reading - 12/15/21, 10:01 AM (CTM)". Below the title, it shows "Storage Units / IMMUNIZATION FRIDGE #2 (Refrigerator)" and "Thermometer (Type) IMMUNIZATION FRIDGE #2 (CTM)" with a "Unit Status Active". There are tabs for "DETAILS" and "FAILURES (1)".

The "Summary" section contains the following information:

- File Name: 21-A FRIDGE #2 7862926546 12-1-2021 5_01_20 PM to 12-15-2021 10_01_20 AM.csv
- CTM Interval: 10M
- Min/Max Temp: 39.7°F / 57.9°F
- Total Timeframe: Total Duration: 13D 17H
- From: 12/01/21, 5:01 PM
- To: 12/15/21, 10:01 AM
- Excursions: 14 (2H 20M)
- Failures: 1 (2H 20M)

The "Excursions" section shows a table with the following data:

Date	Temperature
12/15/21, 9:11 AM	47.8°F
12/15/21, 9:01 AM	50.7°F

Red dashed arrows point to the "File Name", "Excursions", and "Failures" fields in the summary section.



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.



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

