Keywords: refrigerator temperature

I. PURPOSE
This procedure provides instructions on how to monitor and document temperatures of refrigerators that do not have automated sensors that track temperature or when the Facilities Department has notified the clinical area that the automated temperature tracking sensor is dysfunctional.

II. FREQUENCY
Refrigerator temperatures are to be manually documented each day the Unit is opened.
III. EQUIPMENT

The Unit is to contact Facilities to order a new or replacement refrigerator. Facilities will determine the appropriate model, order the refrigerator, and coordinate the receiving and installation of the unit.

The Unit must provide Facilities with

- Cost center number
- Refrigerator location, floor and room number
- Contact person and phone number
- ID number of replacement refrigerator, if applicable
- Type of refrigerator, e.g., medications, POCT lab supplies, etc.

Dormitory or office-type refrigerators should not be used to refrigerate POCT supplies or medications.

Single compartment refrigerators/freezers should not be used for holding items that need to be frozen.

IV. SUPPLIES

S/P Brand Traceable Hi/Lo Memory/Alarm Thermometer (min/max thermometer), Cardinal Health catalog number T2960-4

The Johns Hopkins Department of Nursing Refrigerator/Freezer Daily Monitoring Log MIN/MAX./Thermometers for Units Closed on Weekends and Holidays or The Point-of-Care Testing Program’s Refrigerator Temperature Log.

V. PROCEDURE

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
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<tbody>
<tr>
<td>1</td>
<td>Check for the presence of an internal thermometer and verify that the holding/current temperature and min/max temperatures are within the acceptable range.</td>
</tr>
<tr>
<td>2</td>
<td>Record the current, min and max temperatures on the refrigerator temperature monitoring log sheet each day the Unit is opened.</td>
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</tbody>
</table>
| 3    | Reset the min/max memories by pressing the “Memory Clear” button after recording the current, min and max temperatures.  
   NOTE: You must be in Normal Display Mode to reset the memories. |
| 4    | Initial the log sheet after recording the temperatures. |
| 5    | If any of the recorded temperatures are outside the acceptable temperature range, document the corrective action(s) taken. |
| 6    | Report any problems to the charge nurse or supervisor, so that appropriate corrective actions can occur. |
| 7    | Maintain the current month’s log next to the refrigerator being monitored. Previous logs should be filed and maintained for a minimum of 2 years. |

VI. ACCEPTABLE REFRIGERATOR TEMPERATURE RANGE

2-8 degrees Celsius;  
36-46 degrees Fahrenheit
VII. CORRECTIVE ACTION(S)

If the problem can be immediately resolved, the Unit designee will fix the problem and document the steps taken on the refrigerator temperature monitoring log sheet. Examples of immediate resolutions include, but not limited to, the following:

- Refrigerator unplugged
- Door ajar
- Inventoried/stocked/removed supplies
- Removed overstock; rearranged supplies to improve air circulation; ensure refrigerator fan not blocked
- Adjusted thermostat

If the problem cannot be immediately resolved, the Unit designee will notify Facilities and will:

- Temporarily relocate the items in the refrigerator to another temperature monitored refrigerator on the Unit or a nearby location.
- Place a sign on the outside of the malfunctioning refrigerator alerting staff not to place items in the refrigerator and give location of the temporary replacement equipment.
- Document the following items on the refrigerator temperature monitoring log sheet:
  - Source of problem: list problem or state that problem is not identifiable
  - Corrective action taken: list action taken - must state either how problem was fixed or who was notified

Unit procedures should be followed for repair of malfunctioning equipment.

VIII. WEEKENDS, HOLIDAYS, CLOSURES

If the Unit is not opened on weekends, holidays or is closed, record “weekend”, “holiday” or “closed” in the columns on the refrigerator temperature monitoring log sheet where the temperatures are to be documented.

The min and max temperatures recorded on the next day the Unit is opened will capture the range of temperatures over the period of time the Unit was closed.

IX. EQUIPMENT MAINTENANCE

On a daily basis, a designated staff member will:

- Check refrigerator temperature
- Discard outdated products
- Wipe up spills.
- Organize refrigerator

X. REFRIGERATOR CLEANING

The refrigerators will be cleaned per Unit standard and as necessary. Specimens and body fluid spills will be wiped up immediately.

XI. CLEANING PROCEDURE

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Gather cleaning supplies:
   a. Gloves
   b. Disposable basin
   c. Approved germicidal solution
   d. One ounce measuring cup
   e. Blue under pads
   f. Disposable washcloths

2. Don gloves

3. Fill basin with one gallon of water

4. Add 1 ounce of approved germicidal solution

5. Place one under pad on the floor to absorb any spillage.

6. Empty contents of the refrigerator and place on second blue pad.

7. Remove shelves and place on third blue pad.

8. If there is ice build-up in the freezer shut it off and allow it to defrost.

9. With cloth that has been in the cleaning solution, wipe the interior and exterior of the unit.

10. Dry with a clean cloth.

11. Thoroughly scrub the shelves.

12. Dry with a clean cloth.

13. Wipe the door gaskets including all crevices and dry with a clean cloth.

14. Replace shelves and return contents to the refrigerator, placing the newest stock to the back.

15. Discard water and germicide.

16. Dispose of under pads, basin, and washcloths in approved receptacles.

17. Remove gloves.

18. Wash hands according to procedure.

XII. REFERENCES
The Johns Hopkins Hospital Nursing Practice and Organizational Manual Volume II; Refrigerator and Freezer Temperature Monitoring, Maintenance and Cleaning in Clinical Areas, Policy Number 369; Version 5/1/08.

XIII. SIGNATURES
<table>
<thead>
<tr>
<th>Electronic Signature(s)</th>
<th>Date</th>
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<tbody>
<tr>
<td>William Clarke</td>
<td>03/04/2024</td>
</tr>
<tr>
<td>Medical Director of Point of Care Testing</td>
<td></td>
</tr>
</tbody>
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