Medication Refrigerator
Temperature Log Procedure

1. Medication that requires refrigeration/ per pharmacy labeling must be kept
   in a separate locked box in the refrigerator in the health room. Food items
   should not be placed in the refrigerator.

2. All School Nurses, Health Support Technicians and/or Designated
   School Health Personnel are required to document the temperature
   everyday on the Medication Refrigerator Temperature Log.

3. The temperature of the refrigerator should be monitored on a daily basis
   (when school is in session).

4. The Medication Refrigerator Temperature Log should be adhered to the
   refrigerator or maintained on a clipboard located in the health room near the
   area of the refrigerator.

5. The temperature of the medication refrigerator should be maintained
   between 35°- 46° degrees Fahrenheit.

6. If the temperature falls below 35° degrees or above 46° degrees
   Fahrenheit, or there is any type of refrigerator malfunction, please notify the
   principal and document the information on the Medication Refrigerator
   Temperature Log.

7. If the medication refrigerator is not maintaining the required temperature
   noted above, the medication must be relocated to another refrigerator and
   placed in a locked box.

8. It is recommended that a warning sign be placed near the electrical plug
   stating “DO NOT UNPLUG REFRIGERATOR”

9. The completed Medication Refrigerator Temperature Log must be
   archived for 5 years at the school location designated by the school principal.