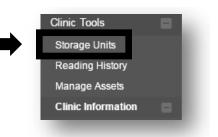
Storage & Handling - Clinic Tools Uploading Temperature Logs

1. From the left-side panel, select **Storage Units** under **Clinic Tools**.



2. Click on **Log** for your unit and select **Log Temp - Upload CTM** from the drop down menu.

Storage Units)		
PU0000 PEDS REI	FRIGERATOR	Status/Type Pending/Refrigerator	Log 🕶
Next Reading:	Last Reading:		Log 🗸
Due Before 10/10/16, 12:00 AM OVERDUE	Submitted On No Readings Timeframe -	Temp Status Excursions N/A Failures N/A	Log Temp Upload CTM Log Temp Manual View Readings View Storage Unit

3. Click on **Choose File** and select the file from your computer. The files must be in the **.CSV (green)** file format and the name must include the serial number of the digital data logger.

Storage Units / PU0000 peds Refrigerator (Refrigerator)	Thermometer (Type) PU0000 DDL 7481593 (DDL)	Unit Status Active	Next Reading 11/03/16, 12:00 AM - OVERDUE
Jpload Temperature Reading 🕕			Storage Unit
			Edit Storage Unit
The CTM file to upload must have temperatures recorded as Fahrenheit.			Temperature Readings
Select the CTM file from your computer and upload it below.			Log Temperature
Choose File No file chosen			Associated Thermometer
		Upload	Edit Thermometer

Philadelphia Department of Public Health - Division of Disease Control - Immunization Program - Storage & Handling 1101 Market St. Floor 12, Philadelphia, PA, 19107 | **vax.phila.gov** | **tempcheck@phila.gov** | February 2022



Storage & Handling - Clinic Tools Uploading Temperature Logs

- 4. Click **Upload**. The file has not been saved yet.
- 5. On the next page click **Confirm** to save the file to PhilaVax.
- 6. Repeat the above steps for all of your storage units (refrigerators and freezers).

Storage Units / Pu0075 Peds fre	eezer (Freezer)	Thermometer (Type) pu0075 ddl F 9876543 (DDL)	Unit Status In Work	Next Reading 08/28/16, 8:40 AM - OVERDUE
Pending Temperature 08/23/16, 4:40 PM (C		Storage Unit Edit Storage Unit		
				Temperature Readings
ALERT: This reading is not available until 'Confirm' is selected below. Please review the data below and click 'Confirm' to complete the upload process.			mplete the	Log Temperature
	apieda process.			Associated Thermometer
Summary				Edit Thermometer
File Name PU0075 9876543 Freezer 7-29-2016, Finished 8-23-2016.csv	CTM Interval 6M	Min/Max Temp -24.5°F / -13.2°F		Calibrate Thermometer
Total Timeframe	Excursions	Failures		
Total Duration: 25D 7H 6M From: 07/29/16, 9:34 AM To: 08/23/16, 4:40 PM	0	0	Confirm	

Error Messages

If you see these messages when uploading your temperatures readings, email the files to **tempcheck@phila.gov** and indicate the type of message you received.

ETAILS	▲ FAILURES (1)
_	
Errors: • File i	s invalid. Error parsing Temperature on line 1454 with value '< -40.0 '. Please export a new CSV file to upload. File
must	: be in format of 'Index','Date','Readings','Type' on line 1. Subsequent lines must be in format of '{index ber}','{mm/dd/yyyy AM/PM}','{temp}','Inspection Mark'
num	

2



