

Fridge identification														Month					Year													
Include hospital name and fridge location																																
Daily maintenance checks		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Record blood fridge temperature from digital display or internal thermometer (Acceptable Range 2 – 6°C) <i>(Record temperature)</i>																																
Check temperature recording chart for out of range spikes. Document reasons on temperature chart and in problem log below. (✓)																																
Check fridge for blood that can be returned to the transfusion provider. Segregate blood and contact transfusion service for return (including advice on packing and transportation of blood as required). (✓)																																
Initials of staff member performing check <i>(Initials)</i>																																
Weekly maintenance checks <i>(See procedure on right)</i>		<i>Week</i>	1	2	3	4	5	Blood fridge maintenance procedures Temperature chart Weekly temperature chart (circular type) - Open cover, remove old chart. Check chart for conformance during previous 7 days. Date, sign and identify fridge. Date new chart and place on recorder. Ensure that day and time are correct with pen recorder position. Adjust if necessary. Ensure pen tip is touching chart. Close and lock cover. Other types of temperature chart – Check chart conformance daily and change as required. Alarm test Audible: Push test button and ensure audible alarm (e.g. beep or siren) is functioning. Visible: Push test button and ensure visible alarm (e.g. flashing light) is functioning. Power loss: Turn power off at wall switch. Ensure alarms function. Remote alarm: Push test button and ensure remote alarm system/s is functioning. Alarm high and low activation checks Some newer fridges have an automated process for these tests. High and low alarm MUST be performed weekly in conjunction with other alarm tests. Older fridges require a manual checking process as detailed below. These checks must also be performed weekly. Please refer to the fridge manufacturer's manual on how to do this. Please handle probes carefully for the following checks: <ul style="list-style-type: none"> • High temperature alarm: Remove probe from container. Hold gloved hand around probe to warm it up. Ensure alarm is activated as temperature rises above 5.5°C. • Low temperature alarm: Remove probe from container. Insert into a small container of iced water. Ensure alarm is activated as temperature falls below 2.5°C. 																								
Change temperature chart (✓)		<i>Date</i>																														
Test all alarms to ensure correct functioning	Audible (✓)																															
	Visible (✓)																															
	Power Loss (✓)																															
	Remote alarm (✓)																															
Clean fridge internally monthly (✓)																																
Check door seals and clean monthly (✓)																																
Initials of staff member performing check <i>(Initials)</i>																																
Alarm high and low activation checks <i>(See procedure on right)</i>																																
Fridge high temperature alarm checked (✓)																																
Fridge low temperature alarm checked (✓)																																
Problem log – record problems, dates and corrective actions taken (continue on reverse if required)																																

Blood fridge maintenance procedures must be performed according to the schedule above. Record all results on the form.

Blood Fridge Maintenance Record

Completed register reviewed by:

Name: _____ **Sign:** _____

Date: _____

South Australian Public Hospitals Retention Disposal Schedule (Section 1.4) require this form to be archived by the health unit and stored for 20 years.