This shipment contains a *TempTale4* monitor – an electronic monitoring device that continuously records temperature while in transit. **Please follow these instructions:**

1. Remove the TempTale monitor from the shipping box immediately.

2. Check the LCD display window.
   - a) If a “sunshine” ☀️ symbol appears in the top left corner, this indicates the device is still recording the temperatures. Proceed to STEP 3.
   - b) If no “sunshine” ☀️ symbol appears, this likely indicates the TempTale was not started at BCCDC – **QUARANTINE** the contents of the shipment immediately in the refrigerator and label. DO NOT USE. Contact the Biologicals Desk, tel: (604) 707-2582, who will provide direction regarding vaccine use after review of the refrigerated truck records. Proceed to STEP 6 to return the TempTale to BCCDC.

3. Firmly press and hold the red “STOP” button located in the bottom right corner of the TempTale device for 3 seconds.
   A “stop sign” ☢️ will appear in the top right hand corner of the LCD display window indicating the device has now stopped recording the temperatures.
   - a) If no other symbol appears on the display window (i.e. only the stop sign is seen), this indicates the shipment was sent under cold chain conditions and is OKAY TO USE. Proceed to STEP 4.
   - b) If a “bell” ⚠️ symbol (alarm) appears in the bottom right corner of the LCD display, this indicates the shipment was exposed to temperatures outside of the +0.5° to +8°C range. **QUARANTINE** the contents of the shipment box immediately in the refrigerator – they cannot be used until further notice from BCCDC. Keep these contents segregated from other useable inventory while you await a BCCDC response. If more than one box needs to be quarantined, keep them separated from each other as well. Proceed to STEP 4.

4. Press the green “START” button to view and record the transit temperature history. Information will appear in the window as five separate displays, one after another. These numbers indicate
   - a) average temperature,
   - b) high (Hi-) temperature,
   - c) high (Hi-) temperature duration,
   - d) low (Lo-) temperature, and
   - e) low (Lo-) temperature duration.
   Record the information from (a) through (e) on the TT4TMD form. NOTE: Pressing the “START” button again will repeat the display of these readings. Complete the entire form.

5. Fax the TT4TMD form immediately to the BCCDC Pharmacy at (604) 707-2581.

6. Return the TempTale4 monitor(s) immediately to BCCDC in the provided prepaid bubble envelope. Enclose a copy of the completed TT4TMD form.

7. Once BCCDC receives the device, the information is downloaded and a consult is provided back as early as possible, if required.
Fax this form to the BCCDC Pharmacy at (604) 707-2581 as soon as your shipment is received and return the TempTale4 (TT4) device ASAP.

TT4 Monitors are numbered with a yellow, pink or green BCCDC label affixed to the side of the device.

Section I (to be completed by BCCDC Shipping Department)

Shipper: __________________

Area next to vaccine(s) □ Client: __________________

Container: ______ of ______ Manifest #: __________________

Start Time: __________ Record Time: __________ Date Packed: __________

TT4 #: ______ TT4 # Recorded on Manifest Audit Copy □ TT4 Downloaded by: ______

Section II (to be completed by receiver at delivery site)

READ INSTRUCTIONS ON REVERSE SIDE BEFORE COMPLETING BELOW.

Date received __________ Time Received __________ Time Unpacked __________

Vaccine: Cool □ Warm □

TempTale4 Bell Symbol: □ Yes [Store and segregate as per 3(b) – see reverse instructions] □ No

Press the “Stop” button on the TempTale4 and then press the “Start” button to view and record temperature history. Record the temperature information from the display window into the corresponding fields below:

Average Temp __________________

Highest Temp __________________ Duration of Highest Temp __________________ hours
(circle time unit of measurement)

Lowest Temp __________________ Duration of Lowest Temp __________________ hours
(circle time unit of measurement)

Name: ______________________ Phone: __________________ Fax: __________________

(Please print)

Fax this form IMMEDIATELY to (604) 707-2581. If there is a bell symbol, Refrigerate vaccine and label “QUARANTINE” until advised by BCCDC. If no bell symbol, vaccine is OK for use. You will NOT receive a phone call from BCCDC.

BCCDC Recommendations:
(For shipment with a bell symbol)