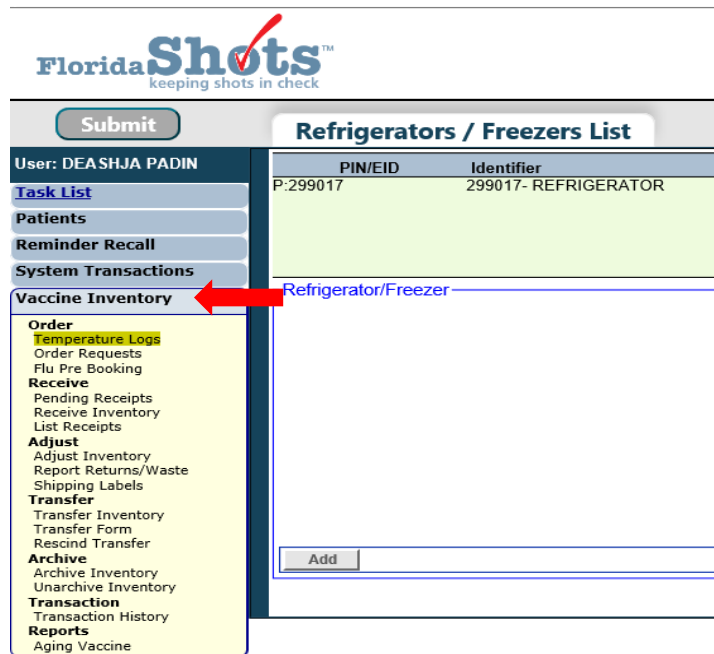


# Adding Calibration Certificates for VFC Thermometers

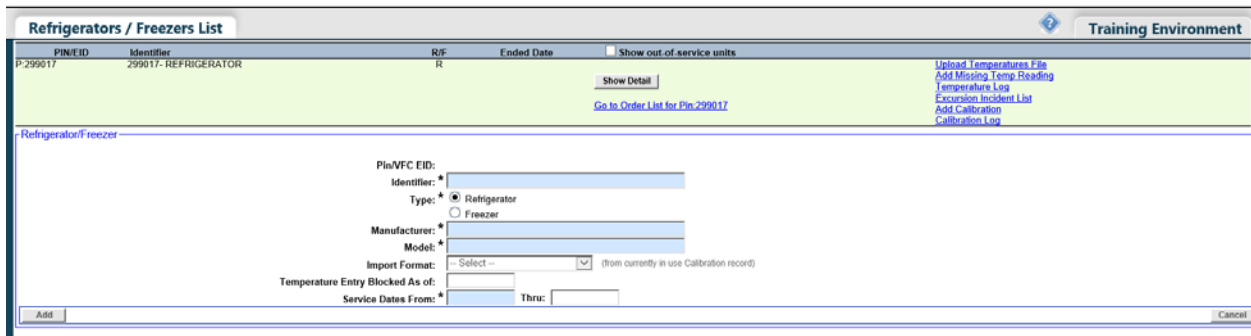
Calibration certificates for your primary and backup continuous temperature monitoring devices are required to be entered into Florida SHOTS. When the time comes for when you need your back-up, having your backup details stored in the system will allow you to upload using your backup thermometer and prevent any temperature monitoring or ordering disruptions.

- 1.) Login to Florida SHOTS, on your menu, click **“Vaccine Inventory.”**



- 2.) Click **“Temperature Logs.”** As shown below, this page will display all available storage units your organization has reported to the Vaccines for Children program.

**NOTE:** You will need the calibration certificate to add the information into the system.



- 3.) To add the calibration information for your temperature monitoring device, click **“Add Calibration.”**

? **Training Environment**

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Ended Date  Show out-of-service units

[Upload Temperatures File](#)  
[Add Missing Temp Reading](#)  
[Temperature Log](#)  
[Excursion Incident List](#)  
[Add Calibration](#) ←  
[Calibration Log](#)

[Go to Order List for Pin:299017](#)

Enter the following information from your Calibration certificate: Manufacturer/Name, Model Nbr (Number), Serial Nbr (Number), and Expiration Date. To update the “**Import Format**,” contact the VFC Helpdesk at (877) 888-7468 option 1.

**NOTE:** Import format specifies the type of temperature log file that you will upload to Florida SHOTS to report your temperature readings and **must be entered** before you can start uploading your temperatures. If the import format remains the same, calibration information can be updated if you decide to change the models or purchase new temperature monitoring device without calling the VFC program office.

If this calibration is for the thermometer that is currently being used for your storage unit, then check “**Is Currently for the unit.**” If it the calibration you are entering is for a backup thermometer, then leave it unchecked. When it comes time for thermometer (backup) to be used, simply go into your calibration log and check that thermometer is “**Current for the unit.**”

**Update Calibration Record**

Provider Pin: 299017 Site: MAIN IMMUNIZATIONS in HILLSBOROUGH CHD  
 Refrigerator: 299017- REFRIGERATOR

[Help with completing this form: Calibration Report Examples](#)

**Thermometer**

Manufacturer/Name: LOGTAG  
 Model Nbr: \* TRED30-16R  
 Serial Nbr: \* 1800564587  
 Import Format: -- Select --

Expiration Date: \*

Is Current for the unit:

Certificate is from an accredited laboratory ←

Instrument Pass/Fail testing, or In Tolerance

Measurement results for the device: \*

Maximum characters permitted is: 5000 Character count: 0

Documented Uncertainty.  
Measurement results indicate unit passed test and the documented uncertainty is within suitable limits (recommended uncertainty = +/- 1F (0.5C).

Statement that calibration testing conforms to ISO 17025

[Go to Order List for Pin:299017](#)

[Return to Refrigerators/Freezers List](#)

**NOTE:** You may click Calibration Report Examples for extra assistance when completing the certificate.

If the certificate is from an accredited laboratory, check **“Certificate is from an accredited laboratory”** and select the lab from the drop-down menu.

Click **“Add.”** There will be a green message on the top of the page confirming it was successfully submitted.

If you do not have a calibration certificate from an accredited lab, enter the measurement results into the blue box, **“Measurements results for the device.”**

Check all the boxes that apply to what is written on your results for your thermometer:

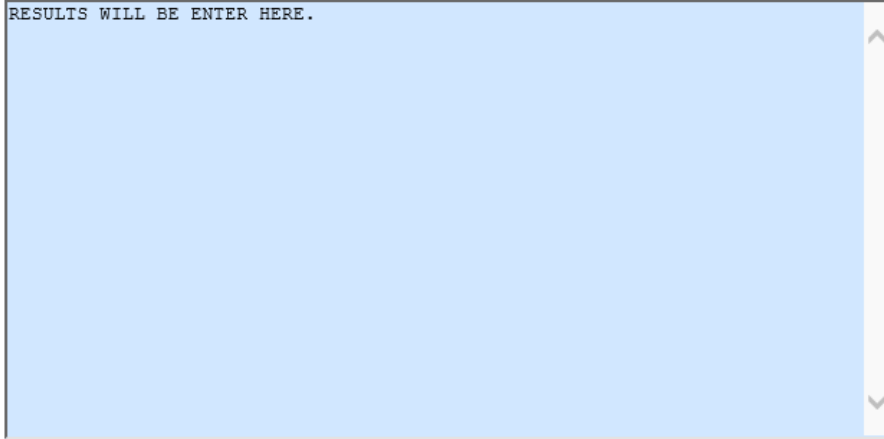
- Instrument Pass/Fail testing, or In Tolerance
- Documented Uncertainty
- Statement that Calibration Testing Conforms to ISO 17025

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Instrument Pass/Fail testing, or In Tolerance

Measurement results for the device: \*

RESULTS WILL BE ENTER HERE.



Maximum characters permitted is: 8000. Character count: 28

Documented Uncertainty.

Measurement results indicate unit passed test and the documented uncertainty is within suitable limits (recommended uncertainty = +/- 1F (0.5C).

Statement that calibration testing conforms to ISO 17025

Click **“Add.”** There will be a green message on the top of the page confirming it was successfully submitted.