

# Kentucky Immunization Program's Instruction Guide for Log Tag® TRED30-7R



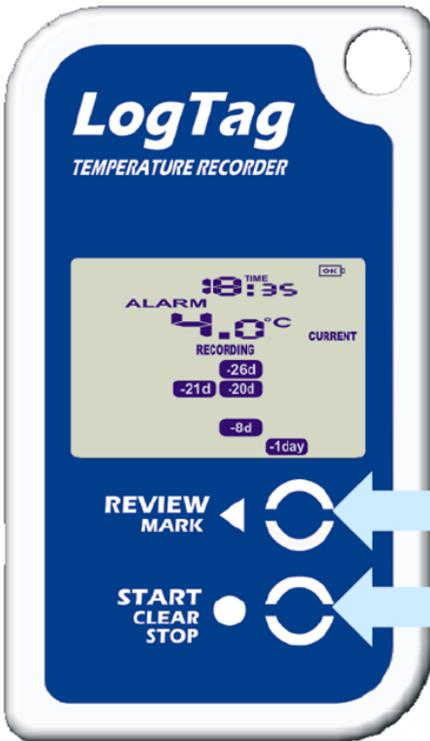
The Kentucky Immunization Program (KIP) is dedicated to assuring the most potent vaccines are administered to patients and to reducing the waste of valuable vaccines.

The LogTag TRED30-7R is a temperature recorder that:

- provides continuous temperature monitoring with active digital display screen
- uses a glycol-enclosed thermometer probe
- has an alarm for out-of-range temperatures
- monitors daily minimum and maximum temperatures
- has a storage capacity for a month of readings
- allows review of previous days' readings
- quick and easy data downloads
- low battery indicator.

This instruction guide is a supplement to the instructions provided by the manufacturer and vendor.

## BUTTONS



### Review/Mark Button

- Press button to go into review mode
- Press button again to advance through day statistics
- This action places an inspection mark in the log

### Start/Clear/Stop Button

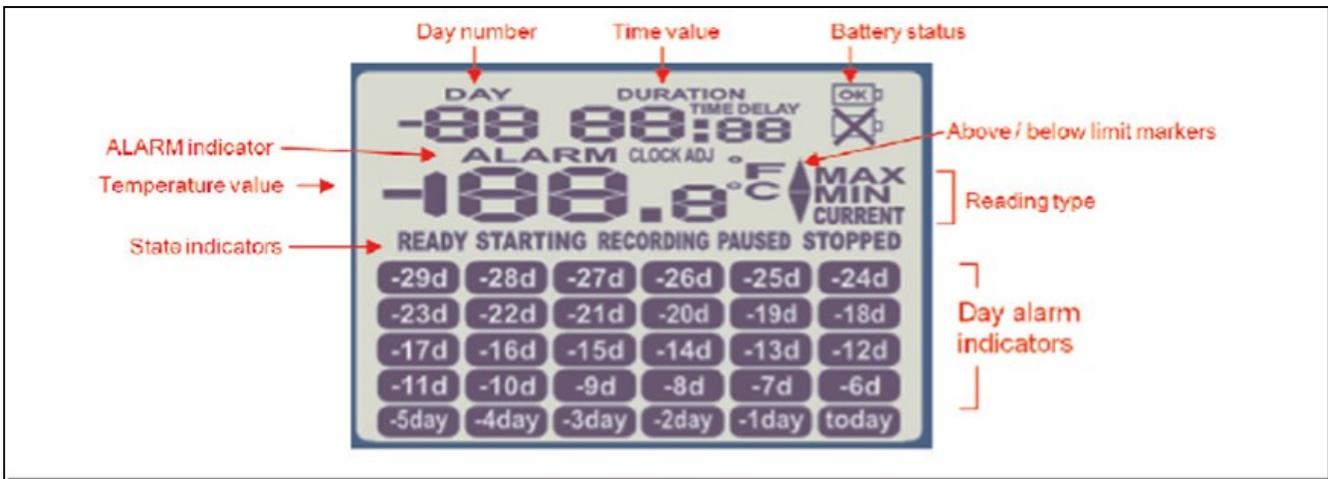
- Press button to exit day summary review (i.e. exit review mode and return to normal mode)
- Press button to start recording

## ALARM SETTINGS

Fridge	°F	°C
High Alarm	$\geq 47^{\circ}\text{F}$ after 30 minutes	$\geq 8^{\circ}\text{C}$ after 30 minutes
Low Alarm	$\leq 35^{\circ}\text{F}$ after 20 minutes	$\leq 2^{\circ}\text{C}$ after 20 minutes

Freezer	°F	°C
High Alarm	$\geq 6^{\circ}\text{F}$ after 30 minutes	$\geq -14.7^{\circ}\text{C}$ after 30 minutes
Low Alarm	$\leq -40^{\circ}\text{F}$ after 30 minutes	$\leq -40^{\circ}\text{C}$ after 30 minutes

# DISPLAY OVERVIEW



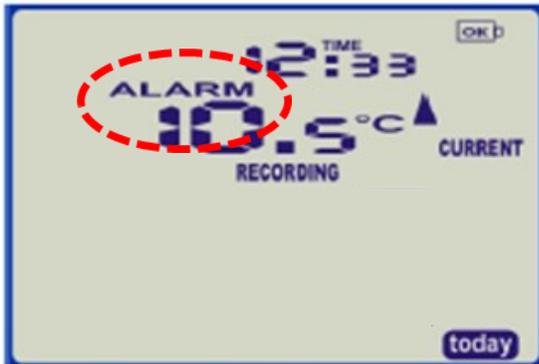
<p>The temperature can be displayed in °C or °F.</p>	<p>Battery test is performed hourly:-</p>
<p>Reading type:-</p> <p><b>CURRENT</b> = The temperature of the last reading taken.</p> <p><b>MAX</b> = The maximum reading in a given 24hour period.</p> <p><b>MIN</b> = The minimum reading in a given 24hour period.</p>	<p> displayed when battery tested OK</p> <p> displayed when battery tested LOW.</p>
<p>Above/below limit markers:-</p> <p>▲ Up arrow marker appears when the temperature displayed is above the upper alert limit.</p> <p>▼ Down arrow marker appears when the temperature displayed is below the lower alert level.</p>	<p>State indicators:-</p> <p><b>READY</b> Ready to start recording.</p> <p><b>STARTING</b> Preparing to start recording. If a delayed start is configured then displays time remaining to start recording.</p> <p><b>RECORDING</b> Recording.</p> <p><b>PAUSED</b> Max/Min statistics collection paused due to button press activity.</p> <p><b>STOPPED</b> Recording has stopped.</p>
<p><b>ALARM</b> appears when an alarm is triggered.</p>	<p>The display is organized with a table of 'day alarm indicators' segments named "Today" to "-29d" which are switched on when a given day has an alarm trigger present.</p>
<p>The time (in HH:MM) can be current time, time remaining to start of a delayed start or duration of a given max min value above or below the specified limits. The value displayed is indicated by the following:-</p> <p><b>TIME</b> = displaying Current Time.</p> <p><b>TIME DELAY</b> = displaying DELAYED START time remaining.</p> <p><b>DURATION</b> = displaying duration of a given MAX or MIN statistic above/below the limits on a given day.</p>	<p>The day number of the currently selected day statistic is displayed when in review mode. TODAY is day 0, yesterday is day '-1'. Can be configured to display the total number of days collected while recording.</p>

## READING CURRENT DISPLAY



The current temperature is over the upper limit (as indicated by the up arrow) but the duration of this temperature excursion has not yet triggered an alarm.

 20 Minutes later



The temperature excursion has triggered an alarm.

The **ALARM** symbol is shown and the **today** marker day alarm indicator is shown.

 12 hours later



The temperature has returned to the acceptable range but the alarm remains present. (i.e has not been inspected and cleared)

The day summary has shifted by 1 day as the display time has gone through midnight (00:00).



Pressing this button at any time will revert the screen back to current display.

The screen will revert back to the current display after 30 seconds of no button activity.

**Take IMMEDIATE action when you see an ALARM!**

## REVIEWING MIN/MAX

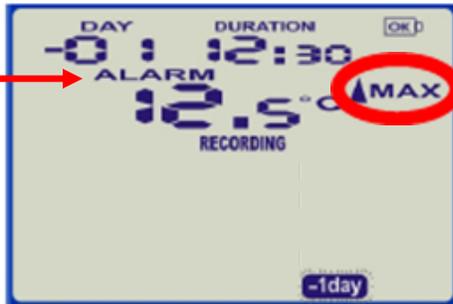


Pressing *Review* button displays current day's max statistic.

The "Today" segment flashes and 'Day 00' is shown to indicate the 'Today' selection. In this screen example the selected day (Today) does not have any recordings that are outside the acceptance range.



Pressing *Review* button again displays the day's minimum statistic.



Pressing the *Review* button again displays the next previous day's max statistic.

In this screen example the selected day has recordings that are above the upper limit and the duration value shows the amount of time recorded above the limit. The max statistic is above the upper limit so the up arrow is shown and an alarm was triggered by this statistic as indicated by the ALARM text shown.

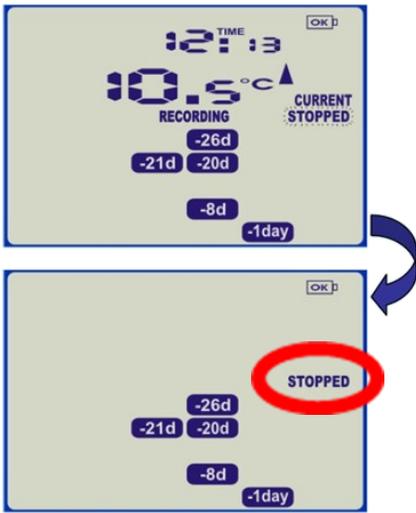


Pressing the *Review* button again displays the day's minimum statistic.

The min statistic is not below the lower limit and did not trigger an alarm.

**Take IMMEDIATE action when you see an ALARM!**

## DATA DOWNLOAD



Press and hold the Stop button. The STOPPED icon will flash. Release the Stop button when the STOPPED icon stops flashing. You may then disconnect the recorder from the sensor connector.



Double-click the LogTag Analyzer icon on the desktop.



Make sure the USB interface cradle is connected, and insert the recorder into the cradle.

Data is automatically downloaded and saved.

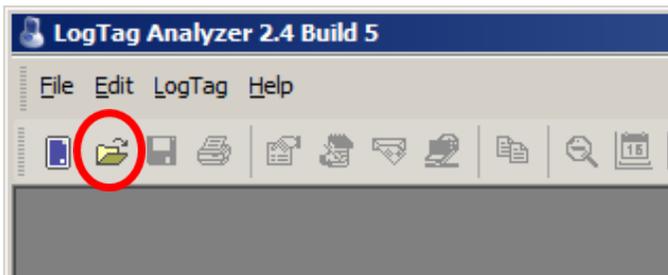
You will see this animation.



## RETRIEVING AND SENDING SAVED DATA

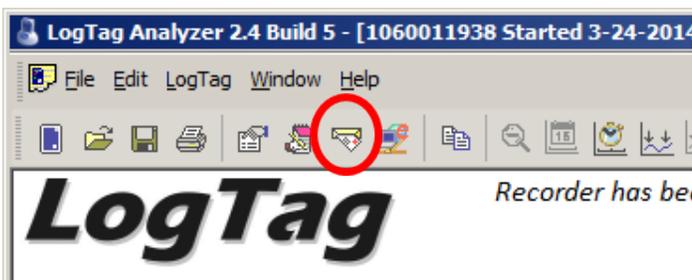
Your LogTag will store readings for approximately one month and one week. The Kentucky Immunization Program requests that you download data monthly and send to [DPH.KVP@ky.gov](mailto:DPH.KVP@ky.gov).

**Download data immediately when there is an alarm, and send to [DPH.KVP@ky.gov](mailto:DPH.KVP@ky.gov) with your Storage and Handling Incident Report.**



From the toolbar on the LogTag Analyzer home screen, choose Open Folder.

Select the data file.



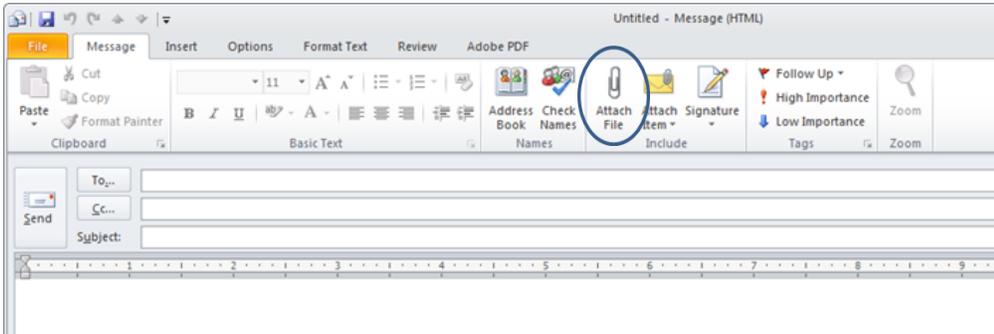
After opening the data file, choose Send Mail. The data file will attach to an email as a .ltd file.

Send this file to [DPH.KVP@ky.gov](mailto:DPH.KVP@ky.gov).

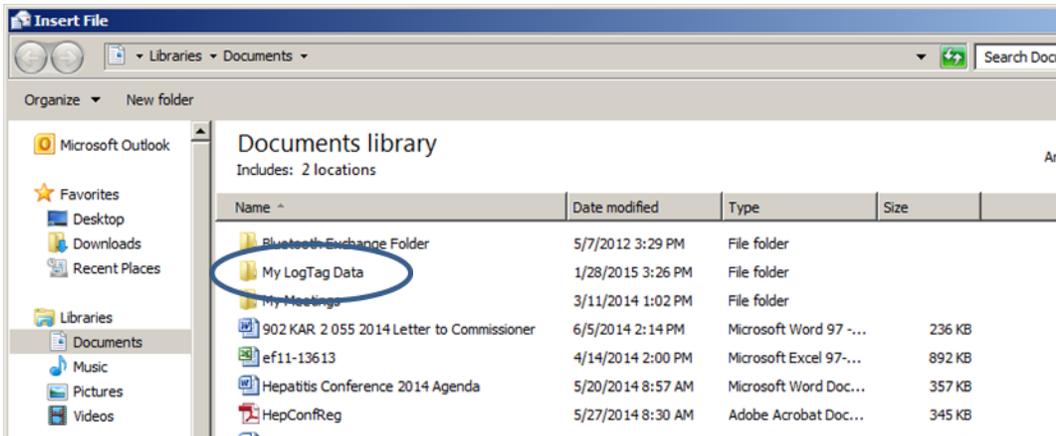
## RETRIEVING AND SENDING SAVED DATA (continued)

If you do not have or are not using Microsoft Outlook as your default email, follow the instructions below.

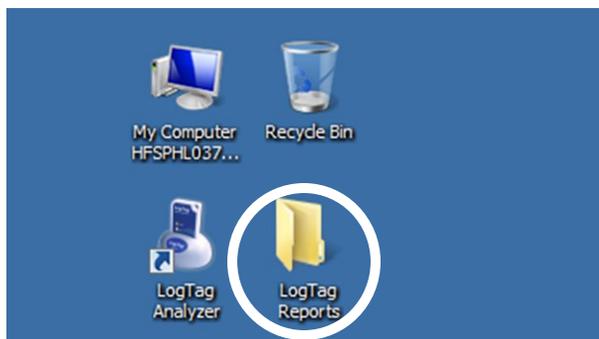
Open your preferred email server, and choose to compose a new email. Select the mechanism to attach an item (generally a paperclip symbol).



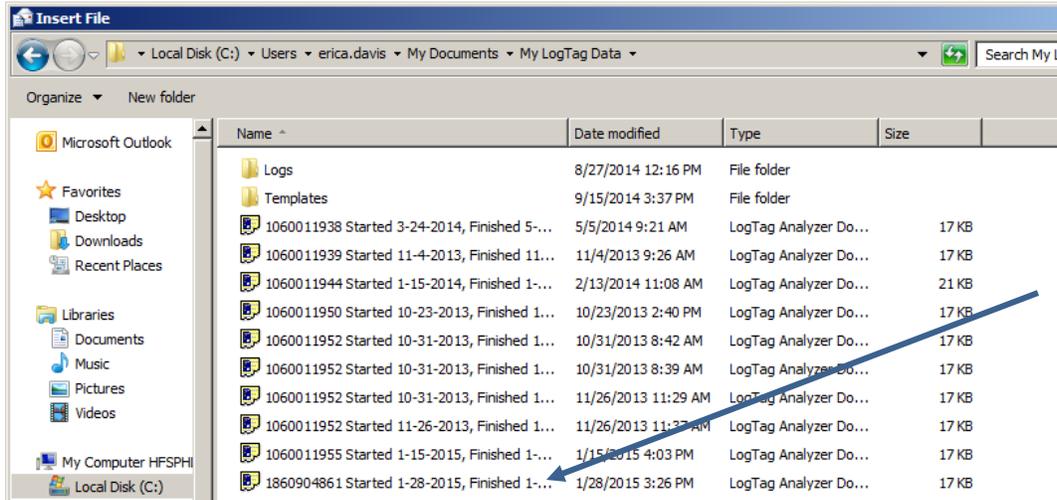
LogTag reports will be saved in a folder named “My LogTag Data” as a default. You may choose to create a new folder to save your data, such as on the computer desktop. Open the folder where you have saved your data.



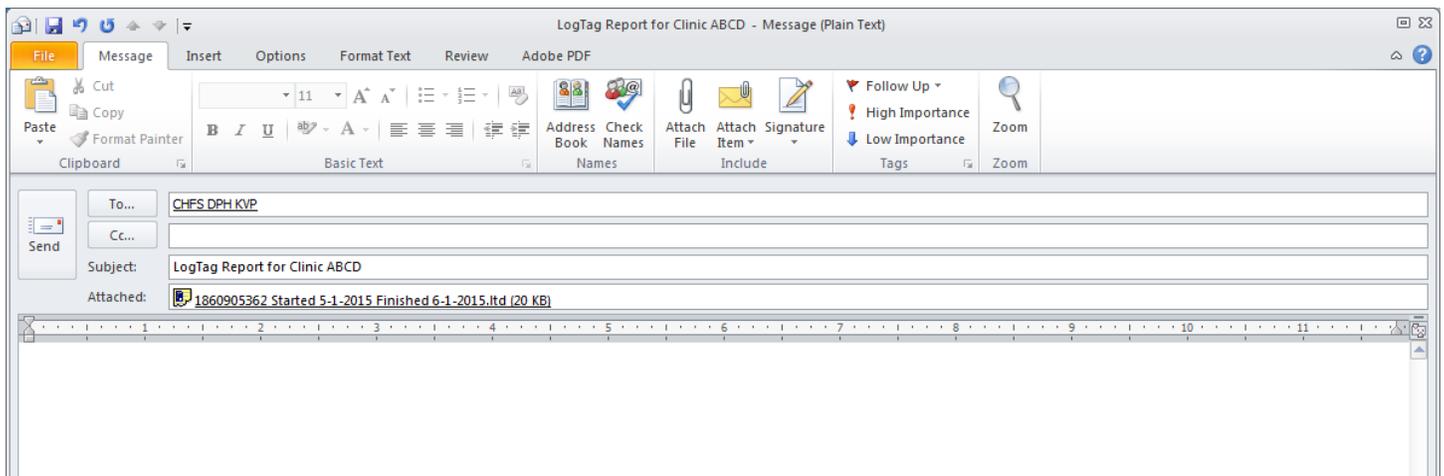
Or



Double-click on the report you wish to send.



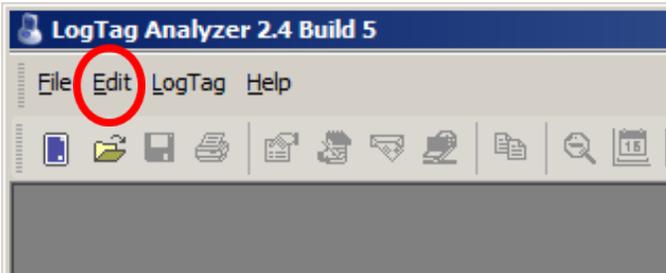
The report will attach to the email. Repeat the procedure for all VFC storage units with a data logger. You may send all attachments in one email or individually. Proceed in sending the report(s) to the Kentucky Immunization Program at [DPH.KVP@ky.gov](mailto:DPH.KVP@ky.gov).



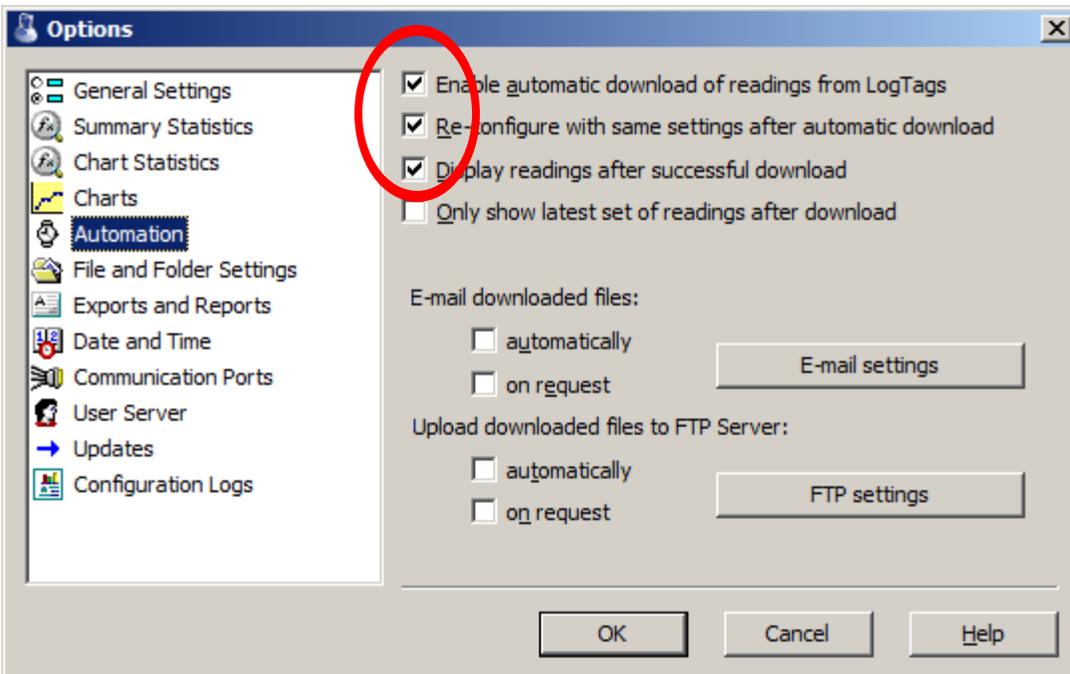
## AUTOMATION SETTINGS

The LogTag may be set-up to allow automatic downloads and reconfiguration.

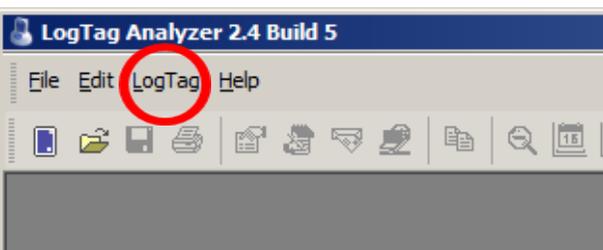
To accomplish this, choose 'Edit' from the toolbar on the LogTag Analyzer home screen. Then select 'Options'.



Select 'Automation', and make sure the first 3 checkboxes are checked.



If you need to manually reconfigure, choose LogTag from the toolbar, then select 'Configure'.



Click next until you see green text to alert you that the LogTag is ready to connect to the probe in glycol and be started.