1. **Prepare Backup Freezer Unit**
   Use a **backup** data logger to ensure the **temporary** unit you will store the vaccines in is within the acceptable temperature range before moving vaccines to it.

2. **Keep the Data Logger with the Vaccines**
   Wherever the vaccines are, the **primary** data logger should be with them. If the **primary** data logger stays with the vaccines, then you’ll know if the vaccines are exposed to out of range temperatures by looking at the data logger data.

3. **Ensure the Primary Freezer Unit is Ready**
   Use a **backup** data logger to ensure the defrosted **primary** unit is back in the proper temperature range before moving the vaccines back into it.

4. **Keep Frozen Vaccines Between -58°F and 5°F**
   Frozen vaccines should be kept between -58° and 5° Fahrenheit (-50° and -15° Celsius). If vaccines are exposed to out of range temperatures at any time, you must report the incident to the Bureau of Immunization Services immediately. Call 602-364-3642 for instructions.

5. **Review the Vaccine Accountability and Management Plan**
   Make sure your Vaccine Accountability and Management Plan is up to date. If things don’t go as planned, you may need to follow the emergency section of your plan.

6. **Plan in Advance**
   Schedule time to defrost the unit on a regular basis, per manufacturer recommendations, and when your vaccine volume is low. Do not defrost the unit right after you receive a vaccine shipment. Defrosting your unit should not be an emergency.

7. **Consider an Additional Freezer**
   You may consider purchasing a second freezer if your freezer is manual defrost and needs to be defrosted regularly. The cost of purchasing a second freezer may be cheaper than replacing vaccines spoiled due to exposure to out of range temperatures.