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To: Child Care Directors

According to Wisconsin state law, licensed child care centers are required to submit a report annually summarizing the immunization status of children aged 2-4 years in the center. The report is called the Immunization Child Care Assessment. In the spring of 2020, the Wisconsin Immunization Program will mail a hard copy of the Child Care Immunization Assessment for your center to complete. The purpose of this letter is to outline steps that you can take to prepare for the state-required assessment.

**Purpose of the law**

Immunizations protect children from dangerous diseases. Making sure children are up to date with their vaccinations means that they will be protected from diseases and prevent spreading diseases to other children. The purpose of the report is to ensure children in child care are receiving the vaccines they need and child care centers are collecting this information to help state and local health departments understand the health of children in Wisconsin.

If a child becomes ill with a vaccine-preventable disease, they will likely need to stay at home for several days, or possibly longer depending on the disease, until they are better. This will require parents to miss work and children to suffer unnecessarily.

**How can I prepare for completing the Immunization Assessment?**

It is important to complete the report with the most recent immunization records for each child at your center. Regularly reviewing immunization records will ensure that children are up to date.

The Immunization Program recommends that in the fall of each year, you thoroughly review each child's record and collect missing information from parents/guardians. Parents can access their child's immunization record from the child's doctor or through the Wisconsin Immunization Registry (WIR) <https://www.dhfs.wisconsin.gov/PR/clientSearch.do?language=en>.

Attached to this letter is the Immunization Record. You can ask parents to complete the form for each child. The form includes all the information that you will need to complete the assessment in spring of 2020.

If a parent refuses to give you the required information, you can complete the legal notice and send it to your local health department. The legal notice is provided in the Assessment Booklet, which will be sent out in spring of 2020.

### What if a parent refuses to vaccinate a child?

In Wisconsin, if a parent refuses to vaccinate their child, they may seek either a *religious* waiver or a *personal conviction* waiver. For the purposes of the Immunization Assessment, you will need to collect the number of religious waivers and the number of conviction waivers.

### What if a child cannot receive a vaccine because they have a medical condition?

Rarely, a child may be unable to receive a vaccine because of certain medical conditions. In this case, they will need a health waiver. These health waivers will also need to be counted for the Immunization Assessment.

### What Immunizations are required for children in child care?

The number and type of immunizations that a child receives is based on their age. Please review the chart below. Children within in each age range must meet the minimum requirements for their age.

AGE LEVELS	TOTAL NUMBER OF DOSES BY AGE						
5 through 15 months	2 DTP/DTaP/DT	2 Polio	2 Hib	2 PCV	2 Hep B		
16 through 23 months	3 DTP/DTaP/DT	2 Polio	3 Hib <sup>1</sup>	3 PCV <sup>2</sup>	2 Hep B	1 MMR <sup>3</sup>	
2 through 4 years	4 DTP/DTaP/DT	3 Polio	3 Hib <sup>1</sup>	3 PCV <sup>2</sup>	3 Hep B	1 MMR <sup>3</sup>	1 Varicella
At Kindergarten entrance	4 DTP/DTaP/DT <sup>4</sup>	4 Polio			3 Hep B	2 MMR <sup>3</sup>	2 Varicella

<sup>1</sup>If the child began the Hib series at 12-14 months of age, only two doses are required. If the child received one dose of Hib at 15 months of age or after, no additional doses are required. (Note: a dose four days or less before the first birthday is also acceptable).

<sup>2</sup>If the child began the PCV series at 12-23 months of age, only two doses are required. If the child received the first dose of PCV at 24 months of age or after, no additional doses are required.

<sup>3</sup>MMR vaccine must have been received on or after the first birthday (Note: a dose four days or less before the first birthday is also acceptable).

<sup>4</sup>Children entering kindergarten must have received one dose after the fourth birthday (either the third, fourth, or fifth) to be compliant (Note: a dose four days or less before the fourth birthday is also acceptable).

### Why do some children have more vaccines?

Some children will have more vaccines than the state law requires. This is because the state law includes the minimum number of vaccines children need to be in child care. The Centers for Disease Control and Prevention and the majority of doctors recommend additional vaccines for a child to be considered fully protected.

**What is a “grace period”?**

A grace period allows for a dose to be counted if given four (4) days (or less) before a dose due date. Certain vaccines can be counted if they fall in the grace period. Furthermore, if a dose was administered five (5) days earlier (or more) than the due date it will not count and will be repeated. Please note that a grace period is not allowed for PCV vaccine. For further information, please review the footnotes in the chart above.

**What will happen with the results of the Immunization Assessment?**

The Immunization Assessment results are shared with both your local health department and the state Immunization Program. From there the data will be shared in two ways:

1. Individual child care center results will be shared with local health department health officers and staff.
2. Day care center results will be totaled for the whole state and then shared on the state Immunization Program website.

If you have questions about completing the Immunization Assessment, please contact your local health department.

**How is the Assessment Submitted?**

The assessment will be due in the spring of 2020. A specific date and website information will be provided with the hard copy of the Immunization Assessment.

Once you submit the Immunization Assessment via the website, the results will automatically be sent to both the state and local health departments. You will have completed the requirement.

If you are unable to access the internet to submit the assessment, please call 608-267-9959.

**Resources for talking to parents about vaccines**

The Wisconsin Immunization Program has resources to answer parent/guardian questions.

<https://www.dhs.wisconsin.gov/immunization/childhood.htm>

The Immunization Action Coalition also has resources to answer parent/guardian questions about vaccines.

<http://www.immunize.org/talking-about-vaccines/responding-to-parents.asp>

Vaccinate Your Family, a non-profit organization that champions all children having access to vaccines has resources for talking to parents/guardians.

<http://ymiclassroom.com/lesson-plans/ecbt/>

<https://www.vaccinateyourfamily.org/vaccine-resources/>