# Purpose

Children in child care or other group settings are at increased risk of exposure to many infectious diseases. Therefore, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (FACILITY NAME) supports following the Center for Disease Control and Prevention’s recommendations on immunizations for children to reduce the spread of vaccine-preventable diseases. Immunization is critical for children in early care and education settings. Young children are at high risk of complications from vaccine-preventable diseases including, measles, pertussis, rubella, influenza, varicella (chickenpox), rotavirus, and diseases due to Haemophilus influenzae type b (Hib) and pneumococcus.

# Background

North Carolina Health and Human Services Rule 10A NCAC 41A .0401 requires immunizations for every individual in North Carolina. For children under the age of five, vaccines against the following diseases are required:

* Diphtheria
* Tetanus
* Pertussis (whooping cough)
* Poliomyelitis
* Measles (rubeola)
* Rubella
* Mumps
* Haemophilus influenzae, type b (Hib disease)
* Hepatitis B
* Varicella (chicken pox)
* Pneumococcal disease

The child’s parent or legal guardian is responsible for ensuring that their child(ren) receives the required immunizations.

North Carolina law (G.S. 130A-155) requires the following:

* A certificate of immunization for each child attending child care indicating that the child has received the required immunizations. This certificate must be presented on the first day of attendance.
* If a certificate of immunization is not presented on the first day, the parent, guardian, or responsible person will be given a notice of deficiency. They will have 30 calendar days from the first day of attendance to obtain the required immunization(s) for the child and produce the certificate of immunization.
* Upon termination of 30 calendar days, the child will not be permitted to attend the facility in any capacity, unless the required immunization has been obtained.
* Children who have begun a series of immunizations but have not completed the series due to the need to meet minimum medically approved intervals between doses, are considered in-process. These children may attend child care after the 30 calendar days with a health care professional’s statement. This statement must be given to the child care facility before the end of the 30 calendar days and placed in the child’s permanent file.
* Up-to-date immunization records are required for all children attending the child care facility. The child care director or operator will review these records in order to complete and submit an Annual Child Care Immunization Report to the NC Immunization Branch.

# Procedure/Practice

Required immunizations:

* Unless a child has a documented exemption, each child enrolled must receive vaccines:
  + Required by NC immunization law: [www.immunize.nc.gov/schools/ccf\_requirements.htm](http://www.immunize.nc.gov/schools/ccf_requirements.htm) **-OR-**
  + Required by NC immunization law plus those recommended by the Centers for Disease Control and Prevention: <https://www.cdc.gov/vaccines/schedules/easy-to-read/child.html>
* Every year in \_\_\_\_\_\_\_\_\_\_\_\_\_\_ (MONTH), \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(NAME OR TITLE OF RESPONSIBLE PERSON) will check the current immunization schedule (listed above) for updates and will ensure that all enrolled children are vaccinated appropriately.

Exemptions:

* Exemptions for children who arenot fully immunized for medical reasons must be certified by a physician licensed to practice medicine in NC. Physicians must use either DHHS form #3987 or #3996 to document medical exemptions.
* This facility \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (**ALLOWS or DOES NOT ALLOW**) attendance of children who are not fully immunized due to the bona fide religious beliefs of the parent or legal guardian of the child. Exemptions must be documented with a written statement of the religious objection which includes the name and date of birth of the child for whom the exemption is being requested.

North Carolina law (GS 10A NCAC 41A .0403) does not allow exemptions from immunization requirements based on the personal beliefs or philosophies of a parent or guardian not founded upon a religious belief.

Documentation:

* The **parent or legal guardian** must submit an immunization certificate on or before the first day of the child’s enrollment.
  + If an immunization certificate is not presented on the first day, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (NAME OR TITLE OF RESPONSIBLE PERSON) will present the parent or legal guardian with a notice of deficiency.
  + The parent or legal guardian of children who are not up-to-date, in foster care, or experiencing homelessness will be provided with information on local resources for obtaining immunizations.
* After this notice is presented, the **parent or legal guardian** has 30 calendar days from the first day of attendance to submit the immunization certificate for the required immunizations for the child.
  + The **parent or legal guardian** must provide an updated immunization certificate after a new vaccine is received to keep the child’s file current, meet NC immunization law requirements, and enable the child care facility to complete the Annual Child Care Immunization Report.
* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (NAME OR TITLE OF RESPONSIBLE PERSON) will review immunization certificates to determine whether a child’s immunizations are current.

Exclusion from care:

* During outbreaks of a vaccine-preventable disease, any child who is not immunized against that disease will be excluded as directed by the local/state health department.
* After 30 calendar days, the child will not be allowed to attend child care if required immunizations are not documented.

Exception: Children are considered in-process if they began a series of immunizations but cannot complete the series due to medically required spacing between doses. These children may attend child care after the 30 calendar days with a health care professional’s statement. This statement must be placed in the child’s permanent file before the end of the 30 calendar days.

Recommended immunizations:

Every family will be encouraged to obtain all age-appropriate vaccines recommended by the Centers for Disease Control and Prevention (<https://www.cdc.gov/vaccines/schedules/easy-to-read/child.html>) for themselves and their children, including, but not limited to, the following recommended vaccines:

* Hepatitis A
* Annual Influenza (flu vaccine)
* Rotavirus
* Tdap booster

# Resources

List resources such as a staff person designated to provide support and local resources for obtaining immunizations (ex: local health department address and telephone number):

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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# Application

This policy applies to all children enrolled or who will be enrolled in the future.

**Communication**

Staff\*

Within 30 days of adopting the policy, the child care facility shall review the policy with existing staff members who provide care for children. The child care facility shall review the policy with new staff members within the first two weeks of employment, as well as sharing of information about infectious diseases and immunization.

Parents/Guardians

* Within 30 days of adopting this policy, the child care facility shall review the policy with parents/guardians of currently enrolled children.
* A copy of the policy will be given and explained to the parents/guardians of newly enrolled children on or before first day the child receives care at the facility.
* Parents/guardians will sign an acknowledgement form that includes the child’s name, date the child first attended the facility, date the operator’s policy was given and explained to the parent, parent’s name, parent’s signature, and the date the parent signed the acknowledgement
* The child care facility shall keep the signed parent acknowledgement form in the child’s file.
* If a child care facility changes this policy at any time, the child care facility shall give written notice of the change to the child’s parent or legal guardian 14 days prior to the implementation of the new policy.

**\*** For purposes of this policy, "staff" includes the operator and other administration staff who may be counted in ratio, additional caregivers, substitute providers, and uncompensated providers.

# References

* NC General Statutes 130A, Communicable Diseases, [www.ncga.state.nc.us/EnactedLegislation/Statutes/HTML/ByArticle/Chapter\_130A/Article\_6.html](https://www.ncga.state.nc.us/EnactedLegislation/Statutes/HTML/ByArticle/Chapter_130A/Article_6.html)
* North Carolina Administrative Code, Health and Human Services, Epidemiology Health, Dosage and Age Requirements for Immunization, [reports.oah.state.nc.us/ncac/title%2010a%20-%20health%20and%20human%20services/chapter%2041%20-%20epidemiology%20health/subchapter%20a/10a%20ncac%2041a%20.0401.pdf](http://reports.oah.state.nc.us/ncac/title%2010a%20-%20health%20and%20human%20services/chapter%2041%20-%20epidemiology%20health/subchapter%20a/10a%20ncac%2041a%20.0401.pdf)
* Caring for Our Children, 3rd edition, Standard 7.2.0.1, Immunization Documentation, <http://cfoc.nrckids.org/StandardView/7.2.0.1>
* Caring for Our Children, 3rd edition, Standard 9.2.3.5, Documentation of Exemptions and Exclusion of Children Who Lack Immunizations, <http://cfoc.nrckids.org/StandardView/9.2.3.5>
* NC Immunization Branch, Child Care Facilities, [www.immunize.nc.gov/schools/childcare.htm](http://www.immunize.nc.gov/schools/childcare.htm)
* American Academy of Pediatrics, Model Child Care Health Policies, 5th edition, [www.ecels-healthychildcarepa.org/publications/manuals-pamphlets-policies/item/248-model-child-care-health-policies.html](http://www.ecels-healthychildcarepa.org/publications/manuals-pamphlets-policies/item/248-model-child-care-health-policies.html)
* Center for Disease Control and Prevention, Immunization Schedule for Infants and Children (Birth through 6 Years), <https://www.cdc.gov/vaccines/schedules/easy-to-read/child.html>

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| Effective Date |

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| This policy was reviewed and approved by: | | |  |  |  |  |
|  | Owner/Director (recommended) |  | Date |
|  |  |  |  |  |  |  |
| DCDEE Child Care Consultant (recommended) |  | Date |  | Child Care Health Consultant (recommended) |  | Date |

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| Annual Review Dates | | | | | | |

# Parent or guardian acknowledgement form

I, the parent or guardian of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (child or children’s name) acknowledge that I have read and received a copy of the facility's Child Immunization Policy.

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| --- | --- | --- |
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| Date policy given/explained to parent/guardian |  | Date of child's enrollment |
|  |  |  |
| Print name of parent/guardian |  |  |
|  |  |  |
| Signature of parent/guardian |  | Date |