

Immunization Requirements for Child Care Webinar Q&A

Q: Where is the vaccine requirement chart found?

A: The child care/preschool and school requirements charts can be found in the [Immunization Requirements](#) section of the School and Child Care immunization webpage (www.doh.wa.gov/SCCI). The charts are updated each school year.

Q: Is it possible to have the chart emailed to our schools?

A: These are updated annually and it is always best to go directly to [Immunization Requirements](#) section of the School and Child Care immunization webpage (www.doh.wa.gov/sci) to get the most up to date charts.

Q: Doesn't the Certificate of Immunization Status (CIS) form presented to the child care center show the status and if they can be admitted? Wouldn't this put a center in a more litigious situation if they quote a catch-up schedule?

A: It is not the child care provider's job to set a catch-up schedule. The medical provider will do that and child care providers will just be monitoring that schedule to make sure it matches the requirements and ensuring there are valid exceptions.

Q: Even if the child does not need any more vaccines, do we need to obtain a new CIS?

A: Yes, that is the way it is written in the Washington Administrative Code (WAC). An updated CIS is needed every year.

Q: Do you see an avenue that will allow all licensed child care providers to have access to the Immunization Registry?

A: For those of you who work with a nurse, have them contact Jennifer Helseth (jennifer.helseth@dcyf.wa.gov) and she can connect the nurse to the Immunization Information System (IIS). For those of you who do not have a nurse consultant, you would also connect with Jennifer Helseth and she can connect you to a nurse who will be able to connect with the IIS.

Q: Who can request the verified information from IIS?

A: The parent or guardian needs to request the information from the child's health care provider. They can pull their children's records from the IIS at any time. Health care providers can take a verbal authorization from the parent to release immunization record to a school or child care center. Additionally, if a child care has access to the IIS, they can also access verified CIS forms through the system.



Q: We have a record from Korea. How can we verify one from out of the country?

A: The parent may need to take the record to their health care provider to determine what vaccinations the child has had and what they still need.

Q: I have school-age children in my program. Do I keep copies of their CIS in my files and do I add them to the yearly report?

A: You are required to have immunizations on file for all children in your care, even those attending school. When you complete your annual immunization report, only report on children your care who are not attending school. The school will report on children attending school.

Q: Are we able to request medical records on behalf of the family after they sign a specific release of information?

A: Yes, if they sign a release of information.

Q: If we get a printout from the doctor's office that's not on the CIS form and we transcribe it onto the CIS form and attach the record, does the doctor still have to sign the transcribed CIS form?

A: It is the parent's responsibility to transcribe information from the medical record to the CIS. You can sign the CIS if there is a medical record attached to the CIS and those dates match. If there is no medical record attached, the CIS needs to be signed by a doctor.

Q: Are there exceptions for children experiencing homelessness?

A: Yes, children experiencing homelessness should be enrolled even if they are missing immunization documentation, and should try to get caught up as soon as possible.

Q: What about foster children that go into a family that haven't had any shots or don't have any medical records?

A: You would want to work with the caseworker to get the paperwork and/or get caught up on their vaccinations. If your program has access to the IIS, you can look up the child and see if their immunizations are in the system already.

Q: Is there a time requirement for medical providers to enter immunizations in the system? Can we assume providers are doing this close to the date of the immunization?

A: Providers are not required to enter any information into the IIS, so there is no time requirement. However, the vast majority do enter information and they typically do it pretty quickly. Sometimes there can be delays with smaller practices and manual data entry.

Q: Why are Measles, Mumps and Rubella (MMR) vaccines not included in the personal exemption?

A: There was a law change in 2019 that removed the personal exemption option for MMR.

Q: Does a new exemption form need to be completed each year like the CIS has to now be resubmitted each year?

A: No. An exemption form only needs to be filled out for new exemptions.

Q: If we know that a child goes to the doctor but signs the religious membership exemption, what do we do as child care staff?

A: We suggest the provider have a conversation with the parent about what they signed, and let them know there may be a different exemption for them.

Q: If a child has a prior exemption for MMR, do we now need to require the MMR vaccine and a new exemption form?

A: If a person had a personal exemption for MMR before the law changed, they need to either get vaccinated or have a religious or medical exemption.

Q: Do I add school-age children to the reporting survey?

A: No. In the instructions it says to not report on school-age children. The school should be reporting on them.

Q: How can you get into the school module?

A: That is part of IIS. Email Jennifer Helseth (jennifer.helseth@dcyf.wa.gov) and she can facilitate a group training if you are eligible.

Q: What if we have a child care center on the school district campus?

A: Have a conversation with the school nurse to see if they include those children on the annual immunization report or if you should report on them.

Q: We have school-age children in our private school. Do we include them in the survey?

A: Private schools are required to report the immunization status of their students just like public schools.

Q: If you support multiple locations under one contract, do you report them as one all together or as individual sites?

A: It depends. That could be up to your discretion, but the biggest thing to keep in mind is that we do not want to double report children.

Q: What about preschool children that attend our child care, but also go the school district for special education?

A: The school district should be reporting on those students. We recommend checking with them to be sure.

Q: How do we report if we have preschool through middle school in our school?

A: You will report your preschool students with the online link on the website <https://www.doh.wa.gov/CommunityandEnvironment/Schools/Immunization/ChildCareStatusReporting>. You will receive a unique link via email to report on the school-age students. Contact the Department of Health (DOH) at OICPSchools@doh.wa.gov if you do not receive a unique link for the school-age children.

Q: Is the reporting only for exemptions?

A: No, the reporting is for vaccinations/immunizations. More information about reporting is in the Immunization Reporting section of the school and child care immunization page www.doh.wa.gov/SCCI.

Q: Why does MyIR print out in old CIS form?

A: There is an update in progress. It should be changed to a newer version of the CIS in the coming months. The older version that prints from the MyIR is still medically verified and an acceptable proof of vaccination for child care and schools.

Q: What is the benefit of using the school module?

A: The School Module allows you to keep track of rosters of children rather than needing to look up individual children in the traditional IIS. It also facilitates your annual immunization reporting so that there is not a separate report for your center – the information is pulled directly from the system.

Q: I see the CIS that states “Complete” and does not require a signature. The date printed is on the back (second page) so if we only get the first page there is no date printed. What do we do about a CIS that does not show a date printed?

A: The validated CIS shows the date it was printed on page 1 with the words “Validated by the Immunization Information System on (date)”. The MyIR CIS will show the date printed.

Q: Can parents fill out the form themselves and if so which one would be appropriate?

A: Parents can fill out the hardcopy CIS by hand, but it must either be signed by a medical provider or it can be signed by the child care provider if the handwritten CIS is attached to a medical immunization record. Parents can print these from their patient access “MyChart” or it could come from a doctor directly.

Q: We have some children attending both Head Start and our child care center. How can we ensure they aren't double reported?

A: Head Start and ECEAP programs are required to report the immunization status of their students. If a child in your child care program is in one of these preschools, then you do not report on them.

Q: If considered immune, what date would you put into a system that requires dates for verification?

A: You would need to check with the system administrators about how to document immunity by antibody blood titer instead of vaccination dates.