2020-21 IMMUNIZATION TO-DO LIST

July-August	Collect immunization records for all enrolling students. o New children entering child care or school must have at least one dose of each vaccine or an exemption before starting. o Request records for students transferring from other schools. o If a parent chooses a nonmedical exemption, make sure to have two pieces of documentation: Vaccine Education Certificate + signed Certificate of Immunization Status (CIS) form.
September-October	Distribute immunization rates by 30 days after the start of school. o Use last year's numbers if this year's numbers have not been calculated. Review records to determine if students are missing immunizations. o Use ALERT IIS, an approved computer tracking system, the Primary Review Table or transparent overlays to see which children are missing shots. Contact parents/guardians of children missing shots. Update CIS forms when new documentation is received.
November-December	Receive and review information in reporting packet. Contact the local health department with any questions about immunization reporting.
Due by January 13	Turn in Primary Review Summary (PRS) Sections A and B, and copies of the Certificate of Immunization Status (CIS) for children with incomplete records to the local health department.
February 17	**EXCLUSION DAY**: Send home children whose exclusion orders are not canceled by the time class starts on this date. There are no exceptions to exclusion on this date.
Due by March 1	Turn in Sections D-H of the PRS to the local health department.
Due by March 19	Distribute school and county immunization rates. Use last year's numbers if this year's numbers have not been calculated yet.

Did you know?

You can get copies of the immunization records of children in your program for free! Go to www.healthoregon.org/schoolpacket and click the 'Sign up for ALERT IIS' link. Call the ALERT helpdesk at 800-980-9431 with questions.