



Department of Public Health and Human Services

Public Health & Safety Division ♦ Communicable Disease Control & Prevention Bureau

Immunization Program ♦ PO Box 202951 ♦ 1400 Broadway ♦ Helena, MT 59620-2951

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Steve Bullock, Governor

Richard H. Opper, Director

March 25, 2013

To: STARS Participants

From: Laura Baus, Daycare Assessment Coordinator
 Montana Immunization Program
 444-6978 lbous@mt.gov

Re: Immunization Record Review for Child Care Facilities

The Montana Department of Public Health and Human Services is working closely with local health jurisdictions in improving immunization rates among Montana’s children. These efforts include working with child care facilities to review immunization records to ensure children are compliant with state law. Below are guidelines to help you with the process.

Child care providers need to allow the local public health department access to review all immunization records. Local health departments should call the child care provider to set up a time and date for review in advance. If you are a STARS participant and you need your Certificate of Excellence Certificate within a certain time frame, please contact your local health department nurse to schedule a review based on the reporting time frame below:

Reporting Time Frame for Each Quarter:

Quarter	Month Review Should Be Conducted:	Report Due to Immunization Program By:	Certificate Mailed to Facility By:
1	January-March	April 30	May 15
2	April-June	July 30	August 15
3	July-September	October 30	November 15
4	October-December	January 30	February 15

Enforcement of incomplete immunization records: If you are a **child care facility** and the public health nurse finds incomplete immunization record(s), the center’s director will be informed and given time to correct the non-compliance issue and obtain the documentation to update the immunization record.

If the record(s) is not complete after this time, the public health nurse will formally notify the center director of this issue. Additional time may be granted and the center director should be informed that non-compliance after this time may result in the child being excluded from the facility.

Should the center director not comply with ensuring that the child is up to date according to Administrative Rule Montana (A.R.M.) 37.95.140, the public health nurse may order the exclusion of the child from the facility, and may make a formal referral to the Montana State Child Care Licensing Program.

For the **Family and Group Facilities**, where public health nurses are providing consulting services pertaining to immunization, the same process will be followed except the Montana State Child Care Licensing Program may follow up with the provider, and may order the exclusion of the child who does not have up-to-date immunization records. To contact DPHHS Director: PO Box 4210 ♦ Helena, MT 59604-4210 ♦ (406) 444-5622 ♦ Fax: (406) 444-1970 ♦ www.dphhs.mt.gov

Varicella (chickenpox) Vaccine: Children that are 12 months of age or older can receive the varicella vaccine, also known as the chickenpox vaccine. **All children by 19 months of age must receive one dose of Varicella vaccine as required by A.R.M. 37.95.140.** If a parent indicates the child has had “chickenpox,” the parent will need to provide proof from a health care provider or a lab test can be done to prove immunity. If the parent is not able to document that the child has had chickenpox, the child will need to receive the varicella vaccination.

If you have a child who is greater than 19 months of age attending your child care facility and the parent cannot provide documented immunity or the child has not received the varicella vaccine, these children are **still required to have the varicella vaccination.**

ARM 37.95.184 (2-c) Health Habits: Every employee, volunteer, or resident at a child care facility must provide documentation of complete **measles, mumps, and rubella (MMR)**, immunizations and a **tetanus and diphtheria (Td) booster** within the 10 years prior to commencing work, volunteering, or residing at the child care facility.

When your Td comes due, consider adding the pertussis (whooping cough) component to your Td shot. Pertussis can be easily passed from an adult to an infant, who are most vulnerable to serious complications. State and local public health officials strongly recommend and encourage all adults to consider getting the Tdap vaccine, which includes protection against pertussis, in addition to Td.

Influenza vaccination is not a requirement for child care, however, The Centers for Disease Control and DPPHS highly recommend that everyone greater than 6 months of age should receive the annual seasonal influenza vaccination. It is especially important for those who provide care for infants.

State Immunization Information System: The Montana Immunization Information System (IIS), also known as “imMTrax” is a confidential, web-based, statewide computer system that provides secure access to immunization records for authorized healthcare professionals. Only authorized healthcare professionals with a password can access the system.

If a child happens to move to another town in Montana or is seen by more than one health care provider, their immunization record would be available and up to date, ensuring the continuity of care. This is a convenient way for parents to maintain an important health record for their children.

The Montana Immunization Program has a Parent Information pamphlet for anyone interested in imMTrax. If you want to hand out copies to parents that have a child attending your child care facility, contact the Immunization Program at 406-444-5580.

Please contact the Immunization Program if you have any questions – 444-5580 hhsiz@mt.gov.