

From: Licensing [mailto:DSS_LICENSING@LISTSERV.COV.VIRGINIA.GOV] **On Behalf Of** Williams, Edwina (VDSS)
Sent: Friday, May 30, 2014 10:24 AM
To: DSS_Licensing
Subject: Immunization Documentation Update

This file is being sent to providers of child day centers, short-term child day centers, religiously exempt child day centers, family day homes, voluntarily registered family day homes and family day system homes from the Virginia Department of Social Services Email Distribution Service.

*****Please do not reply to this email.*****

DATE: May 30, 2014

TO: Licensed Child Day Centers
Licensed Family Day Homes
Voluntarily Registered Family Day Homes
Family Day System Homes
Religious Exempt Child Day Centers

FROM: Lynne A. Williams, Director
Division of Licensing Programs

SUBJECT: Documentation for Immunizations, Effective June 1, 2014

This is a change.

The Division of Licensing Programs has revised the requirements for children's immunization documentation and will no longer require a specific statement indicating the child has been 'adequately immunized' when a physician's form is used to document immunizations received. The signature or stamp of the physician, physician's designee, or health department official will demonstrate compliance with the requirement for the child to be adequately immunized.

The Division of Licensing Programs has been advised that providers and parents were experiencing difficulties meeting the previous immunization documentation requirements. This new guidance is being issued to make immunization documentation requirements less burdensome for providers and parents.

Listed below are the current requirements for children's immunization documentation:

1. An immunization form must be in the child's record by the date of the child's admission. Immunizations must be recorded on either a Health Department form or a physician's form, have the child's name, and be signed or stamped by a licensed physician, the physician's designee, or an official of a local health department. The current Health Department form MCH 213G is available at the following website:
<http://www.vahealth.org/childadolescenthealth/schoolhealth/forms.htm>
2. The requirements for updates every six months for children under the age of 2 and between the child's 4th and 6th birthday remain the same. The form used to record these updates must contain all the information above.

Please disregard all prior guidance relating to immunization documentation.