

GROUP FAMILY DAY CARE LESS THAN 1 YEAR OF AGE COMPLETION INSTRUCTIONS

- Do not include before or after school children in your day care on the survey form.
- Intervals between doses of vaccine must be in accordance with the Advisory Committee for Immunization Practices (ACIP) Recommended Immunization Schedules for Persons 0 Through 18 Years of Age.

- Field 1** **Total Number of Children** – Enter the **total** number of children less than 1 year of age, including infants.
- Field 2** **Children Without Immunization Record** – Enter the number of children who **do not** have an immunization record or any proof of immunity on file. **Do not count children without an immunization record in fields 5 through 11. Do not count children who have medical or religious exemptions in this field.**
- Field 3** **Medical Exemption** – Enter the number of children who have a medical exemption from a physician licensed to practice medicine in the State of New York.
- Field 4** **Religious Exemption** – Enter the number of children who have a written and signed statement from a parent or guardian exempting them from immunization due to religious beliefs that has been approved by the day care.
- * **Field 5** **Diphtheria, Tetanus and Pertussis (DTaP)** – Enter the number of children who have received the appropriate number of doses of DTaP vaccine for their age. Children starting the vaccine series on time should receive doses at 2 months, 4 months and 6 months of age. For children who are behind or started late, refer to the *Catch-up Immunization Schedule for Persons Aged 4 Months Through 18 Years Who Start Late or Who Are More Than 1 Month Behind* in the survey packet.
- * **Field 6** **Polio** – Enter the number of children who have received the appropriate number of doses of polio vaccine (IPV or OPV) for their age or who have demonstrated serological evidence of immunity to all 3 serotypes of polio disease. Children starting the vaccine series on time should receive doses at 2 months, 4 months and 6 to 18 months of age. For children who are behind or started late, refer to the *Catch-up Immunization Schedule for Persons Aged 4 Months Through 18 Years Who Start Late or Who Are More Than 1 Month Behind* in the survey packet.
- * **Field 7** **Haemophilus influenzae type B (Hib)** – Enter the number of children who have received the appropriate number of doses of Hib vaccine for their age. Children who start the vaccine series on time should receive doses at 2 months, 4 months, and 6 months of age. For children who are behind or started late, refer to the *Catch-up Immunization Schedule for Persons Aged 4 Months Through 18 Years Who Start Late or Who Are More Than 1 Month Behind* in the survey packet.
- * **Field 8** **Hepatitis B** – Enter the number of children who have received the appropriate number of doses of Hepatitis B vaccine for their age or who have demonstrated serological evidence of immunity to hepatitis B disease. Children who start the vaccine series on time should receive doses at birth, 1 to 2 months and 6 to 18 months of age. For children who are behind or started late, refer to the *Catch-up Immunization Schedule for Persons Aged 4 Months Through 18 Years Who Start Late or Who Are More Than 1 Month Behind* in the survey packet.

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(continued)

- Field 9** **Pneumococcal** – Enter the number of children who received the appropriate number of doses of pneumococcal vaccine for their age. Refer to the PCV vaccine chart in the survey packet.
- Field 10** **Completely Immunized** – Enter the number of children who meet all requirements for fields 5-9. Those counted in field 2 should not be counted in field 10. The number in field 10 cannot be greater than any number in fields 5-9.
- Field 11** **In Process** – Enter the number of children who are not age appropriately immunized and who have received at least the first dose of each required vaccine series and have age appropriate appointments to complete the series according to the ACIP catch-up schedule.

* **Combined vaccines** – Children who received vaccines which combine more than one component such as MMR (measles, mumps and rubella), MMRV (measles, mumps, rubella and varicella), DTaP/Hib (diphtheria, tetanus, pertussis and Haemophilus Influenzae type b), Dtap/IPV/Hib (diphtheria, tetanus, pertussis, polio, Haemophilus Influenzae type b) and Hepatitis B/DTaP/IPV (hepatitis B, diphtheria, tetanus, pertussis and polio) should be counted as immunized in each of the separate columns for measles, mumps, rubella, varicella, DTaP, Hib, polio and hepatitis B.