

## ☺ Job Aid: Using the Immunization Status function

### Chapter 3: Client Processes

#### Section 8: Other Client Processes

#### Lesson: Immunization Status Button

#### Policy 481: Immunization Screening and Referral Protocol

Clients between the ages of 3-23 months must be screened for immunizations and referred if not up-to-date on their shots. Screening must be done at every certification and at the mid-cert health assessment for infants.

#### When to Refer a Client for Immunizations

<b>If Immunizations Status pop-up says:</b>	<b>Referral needed?</b>	<b>Shows list of shots needed and given as of x date</b>
Immunizations are due as of x date	Yes	Yes
New WIC Client. Immunization data not available.	Yes	No
Immunizations are up-to-date as of x date.	No	Yes

#### When using the WICIMM Status letter for the parent/guardian it is important to:

- Provide a referral when needed. Printing the letter is optional.
- Print the letter for the parent/guardian if they have questions about the referral or shots needed or given.
- Ask the parent/guardian to take the referral letter to their next visit with provider (Do not just hand them the letter without any explanation of the letter or what you are suggesting they do).
- Explain that the information on the letter is reflecting what provider offices have entered into the database as of the date on the letter and if they have seen their providers since then shots may not be reflected in today's letter.
- Explain this document to non-English speaking parent/guardians carefully.

# WIC Immunization Status Letter

Child's name and date of birth

Client Processes - [Immunizations Status Letter]

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Child's Name: SUZIE QUE 04/23/2012  
 Date of Birth: 08/25/2009  
 Age of Child: 3 year(s)

Keeping SUZIE healthy is very important, and up-to-date immunizations play a big part in protecting SUZIE. SUZIE's immunization history and immunizations currently due are listed below. Please call your healthcare provider today to make an appointment to fully protect SUZIE from childhood diseases.

**Immunizations Due\* as of 3/27/2012**

DTaP	Flu	Hep A
Hib	MMR	Pneumococcal
Polio	Varicella	

**History of Immunizations Received by Series**

Vaccine Series					
DTaP	11/16/2009	4/21/2010			
Hep B	8/27/2009	11/16/2009	4/21/2010		
Hib	11/16/2009	4/21/2010			
Pneumococcal	11/16/2009	4/21/2010			
Polio	11/16/2009	4/21/2010			
Rotavirus	11/16/2009				

\*Immunizations due are based only on doses that meet minimum age and spacing requirements.  
 By 22 months, most children should have received these doses: 4 DTaP, 3 Polio, 1 MMR, 3 or 4 Hib, 3 Hepatitis B, 1 Varicella, 4 Pneumococcal, 2 or 3 Rotavirus, 2 Hepatitis A and annual Influenza.

**Any questions about SUZIE's Immunizations?**  
 Please call 1-800-980-9431.  
**¿Tiene preguntas sobre las vacunas de SUZIE?**  
 Por favor llame al 1-800-980-9431.

List of shots due as of date listed

English and Spanish message telling parents where to call with questions