

January 22, 2013

Dear Child Care Provider:

Re: Annual Immunization Assessment Report

Each year, the Utah Department of Health, in connection with the Centers for Disease Control and Prevention (CDC), requires that schools (public, private, and parochial), and child care facilities report data regarding the immunization status of children currently enrolled. The Early Childhood Program Annual Summary Report is submitted by each facility on or before November 30th each year. Beginning Fall of 2013, all home child care programs are required to submit this report.

This is an online report. Instructions on how to submit the report will be sent to all regulated providers by the Immunization Program before the report is due. After November 30th of each year, the Utah Immunization Program sends a list of all the programs that did not complete their report to Child Care Licensing. Based on the list, Licensing issues findings appropriately.

Child Care Licensing rule requires that the licensee/certificate holder shall not enroll any child for care or provide ongoing care to a child without current immunizations or an exemption (R430-90/50-14). Licensing has been assessing compliance to this rule by conducting an on-site review of the immunization status of children in care at the announced inspection. Beginning July 1, 2013, on-site reviews of immunization records by Licensing will only be conducted if a program fails to submit the report to the Immunization Program as described above or as part of a complaint investigation.

We are currently working with the Utah Immunization Program and the Child Care Resource and Referral Agencies to provide training and assistance to child care providers to submit the online report when due and to be in compliance with this new requirement. If you have any questions, please contact Nasrin Zandkarimi with the Immunization Program at (801)538-9450 or Karrie Phillips with Child Care Licensing at (801)584-8292.

Sincerely,

A handwritten signature in black ink, appearing to read "Simon Bolivar". The signature is written in a cursive style with a large initial "S".

Simon Bolivar, Administrator
Child Care Licensing