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

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

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

List of shots due as of date listed

English and Spanish message telling parents where to call with questions