

2026-27 IMMUNIZATION TO-DO LIST

July-August	☐ Collect immunization records for all enrolling students. ○ New children entering child care or school must have at least one dose of each vaccine or an exemption before starting. ○ Request records for students transferring from other schools. ○ If a parent/guardian chooses a nonmedical exemption, make sure to have two pieces of documentation: Vaccine Education Certificate + signed Certificate of Immunization Status (CIS) form.
September-October	☐ Distribute immunization rates by 30 days after the start of school. ○ Use last year's numbers if this year's numbers have not been calculated. ☐ Review records to determine if students are missing immunizations. ○ Use ALERT IIS, an approved computer tracking system, or the Primary Review Table to see which children are missing shots. ☐ Contact parents/guardians of children missing shots.
November-December	☐ Update CIS forms when new documentation is received.
November-December	☐ Receive and review information in reporting packet.
November-December	☐ Contact the local health department with any questions about immunization reporting.
Due by January 13	☐ Turn in Sections A and B of the Immunization Report and copies of the Certificate of Immunization Status (CIS) for children with incomplete records to the local health department.
February 24	☐ <u>EXCLUSION DAY</u> : Send home children whose exclusion orders are not canceled by the time class starts on this date. There are no exceptions to exclusion on this date.
Due by March 8	☐ Turn in Sections D-H of the Immunization Report to the local health department.
Due by March 26	☐ Distribute school and county immunization rates. Use last year's numbers if this year's numbers have not been calculated.

Did you know?



You can get copies of the immunization records of children in your program for free! Go to www.healthoregon.org/schoolpacket or call the ALERT helpdesk at 800-980-9431 with questions.