

IMMUNIZATION POLICY
DIVISION: HEAD START AND EARLY HEAD START

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| Policy Number:HE1212 | Effective Date: 9/25/12 Revised: 1/14/21 | Policy Council Approval Date: 9/25/12, 1/26/21 |
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PERFORMANCE OBJECTIVES:

1302.15 (e): *State immunization enrollment requirements.* A program must comply with state and Office of Head Start immunization enrollment and attendance requirements.

SUMMARY:

In order for a child to apply for, enroll in, and attend Head Start or Early Head Start childcare options a child must be adequately immunized against vaccine preventable childhood illnesses in accordance with the MO DHSS Childcare Licensing Requirements and the Office of Head Start. The parent of the child shall provide satisfactory evidence of the required immunizations, i.e., a statement or record from a physician or other health facility or personnel, stating that the required immunizations have been given and the type of vaccine, and the month, day and year of administration.

OPERATIONAL PROCEDURES:

1. The program will follow the immunization requirements of Missouri Childcare Licensing and Missouri's EPSDT schedule for immunizations.
2. Family engagement staff will educate parents on all required immunizations, including their purpose and benefits.
3. Rotavirus, Hepatitis A, and Influenza vaccines are required immunizations for the state of Missouri, however, because they are not required for Missouri Childcare Licensing, children may be enrolled in the center-based option, without being current on these 3 vaccines.
4. In order for a program application for Head Start or Early Head Start childcare options to be considered complete, the child must be up-to-date on immunizations required by Missouri Childcare Licensing. The exception would be children with a Parent Exemption card completed annually, an In-Progress card or a Medical exemption card (In-Progress and Medical Exemption cards must be completed by a physician).
Children in the Home-Based option do not have to be up-to-date on immunizations to complete an application.
5. For children currently enrolled in Head Start or Early Head Start childcare; if one or more immunizations become due, the child will not be allowed to attend the center, until the immunizations required for Missouri Childcare Licensing are up-to-date.
6. Upon the child's return, the parent must provide documentation that the immunization(s) have been given.

Without proof of up-to-date immunizations, the child will not be allowed to attend the center. The slot will be held for 2 weeks before the child is dropped from the Early Head Start/Head Start program.

7. Immunizations will be tracked in the program's child-tracking software, ChildPlus.Net, by the Head Start FRS, Early Head Start Family Advocate or Early Head Start Home Visitor. This tracking includes the accurate and timely input of immunization information and the appropriate use of immunization status codes according to established procedures. FRS's, Family Advocates, and Home Visitors will monitor the immunization status of children on their caseload with enough frequency to ensure that the parent has time to take appropriate action prior to when a child becomes due for an immunization.