

DAYCARE LESS THAN 1 YEAR OF AGE COMPLETION INSTRUCTIONS

- Do not include before or after school children in your day care or pre-k program on the survey form.
- Intervals between doses of vaccine must be in accordance with the Advisory Committee for Immunization Practices (ACIP) Recommended Immunization Schedules for Persons 0 Through 18 Years of Age for all vaccines.
<https://www.cdc.gov/vaccines/schedules/downloads/child/0-18yrs-child-combined-schedule.pdf>
- For children who are behind or started late, refer to the *Catch-up Immunization Schedule for Persons Aged 4 Months Through 18 Years Who Start Late or Who Are More Than 1 Month Behind* on table 2:
<https://www.cdc.gov/vaccines/schedules/hcp/imz/catchup.html#table-catchup>

Field 1	Total Number of Children – Enter the total number of children less than 1 year of age, including infants.
Field 2	Children Without Immunization Record – Enter the number of children who do not have an immunization record or any proof of immunity on file. Do not count children without an immunization record in fields 4 through 10. Do not count children who have medical exemptions in this field.
Field 3	Medical Exemption – Enter the number of children who have a medical exemption from a physician licensed to practice medicine in the State of New York.
*Field 4	Diphtheria, Tetanus and Pertussis (DTaP) – Enter the number of children who have received the appropriate number of doses of DTaP vaccine for their age. Children starting the vaccine series on time should receive doses at 2 months, 4 months and 6 months of age.
*Field 5	Polio – Enter the number of children who have received the appropriate number of doses of polio vaccine for their age or who have demonstrated serological evidence of immunity to all 3 serotypes of polio disease accepted prior to September 1, 2019. Children starting the vaccine series on time should receive doses at 2 months, 4 months and 6 to 18 months of age.
*Field 6	Haemophilus influenzae type B (Hib) – Enter the number of children who have received the appropriate number of doses of Hib vaccine for their age. Children who start the vaccine series on time should receive doses at 2 months, 4 months, and 6 months of age.
*Field 7	Hepatitis B – Enter the number of children who have received the appropriate number of doses of hepatitis B vaccine for their age or who have demonstrated serological evidence of immunity to hepatitis B disease. Children who start the vaccine series on time should receive doses at birth, 1 to 2 months and 6 to 18 months of age.
Field 8	Pneumococcal – Enter the number of children who received the appropriate number of doses of pneumococcal vaccine for their age. Children who start the vaccine series on time should receive doses at 2 months, 4 months, and 6 months of age.
Field 9	Completely Immunized – Enter the number of children who meet all requirements for fields 4 through 8. Those counted in field 2 should not be counted in field 9. The number in field 9 cannot be greater than any number in fields 4 through 8.
Field 10	In Process – Enter the number of students who are not completely immunized and who have received at least the first dose of each required vaccine series. They also must receive subsequent vaccines in the series within a 14-day period of when they are due to complete the immunization series according to the ACIP catch-up schedule.
Field 11	Homeless Children – Enter the number of children who are considered homeless under McKinney Vento.
Medical Exemptions:	
Field 12	Diphtheria, Tetanus, Pertussis (DTaP) – Enter the number of children who are medically exempt from DTaP vaccine.
Field 13	Polio - Enter the number of children who are medically exempt from polio vaccine.
Field 14	Haemophilus influenzae type B (Hib) – Enter the number of children who are medically exempt from Hib vaccine.
Field 15	Hepatitis B – Enter the number of children who are medically exempt from hepatitis B vaccine.
Field 16	Pneumococcal – Enter the number of children who are medically exempt from pneumococcal vaccine.

DAYCARE LESS THAN 1 YEAR OF AGE COMPLETION INSTRUCTIONS (continued)

* **Combined vaccines** – Children who received vaccines which combine more than one component such as MMR (measles, mumps and rubella), MMRV (measles, mumps, rubella and varicella), DTaP/Hib (diphtheria, tetanus, pertussis and Haemophilus Influenzae type b), Dtap/IPV/Hib (diphtheria, tetanus, pertussis, polio, Haemophilus Influenzae type b) and Hepatitis B/DTaP/IPV (hepatitis B, diphtheria, tetanus, pertussis and polio) should be counted as immunized in each of the separate columns for measles, mumps, rubella, varicella, DTaP, Hib, polio and hepatitis B.