



## Immunization Audit Checks for Child Care Facilities and Schools

- √ What is the total number of children enrolled?
- √ How many children have valid certificates (certificates with current expiration dates)
  - For a child care facility, how many children have a certificate marked with a current “Date of Expiration”? (Dates in future or  $\leq 30$  days expired)
  - For child care/ school facilities, how many children (should be 4 yrs of age and older) have certificates marked as “Complete for School Attendance”?
- √ How many children have certificates with expired “Date of Expiration”?
- √ How many children have certificates certified as “Complete” but have required missing doses?
- √ How many children have been enrolled in the day care or school less than the allowed waiver time period? (30 days if from within state, 90 days if coming from out of state)
- √ How many children have nothing on file and are not within the waiver period?
- √ How many children have religious exemptions?
- √ How many children have medical exemptions?
  - Certificates should also be marked with a current “Date of Expiration” (within 12 months of the date of issue)