**Change in Immunization Recordkeeping Announcement**

Dear Health Clinic,

**(Enter your School, District or Child Care name here)** values the health of our children. We follow state laws to ensure students and children are up to date with school and child care required vaccines, so they are protected from diseases and come ready to learn. We are updating the way we keep track of vaccination records. We are now using the Washington State Immunization Information System (WAIIS) School and Child Care Immunization Module (SCCIM). This system allows us to view children’s immunization records quickly and efficiently and determine if a child has all the vaccines required for school or child care.

Children born and vaccinated in Washington are frequently already in the state system, which is one of the reasons for our recordkeeping change. Additionally, this new system will save staff time entering data and finding missing immunizations, which will free up more time to work with children instead of time spent on record keeping. It will also lead to more complete and accurate records in the WAIIS.

As partners in ensuring the health of our children, we are asking for your help to make this transition as smooth as possible. You can help us by having your clinic and staff do the following:

* Enter all relevant patient immunization information into the WAIIS including:
	+ Missing historical immunization dates
	+ Adverse reaction information
	+ Contraindications
	+ Disease history
	+ Exemptions
* Visit the School and Child Care Immunization Module webpage at [www.doh.wa.gov/schoolmodule](http://www.doh.wa.gov/SchoolModule) for useful information about the Module.
* Encourage your families to register for MyIR, at [Access your Family's Immunization Information | Washington State Department of Health](https://doh.wa.gov/you-and-your-family/immunization/access-your-familys-immunization-information)

If you have any questions or comments, please feel free to contact me at **(email)** or **(phone)**.

Thank you for your time.

**(signature/school block, etc.)**