

## Immunisation Policy

<b>Published</b>	<b>March 2016</b>
<b>Review Date</b>	<b>June 2018</b>
<b>Sources</b>	<p>Education and Care Services National Regulations, October 2017</p> <p>Guide to the Education and Care Services National Law and the Education and Care Services National Regulations, October 2017</p> <p>Guide to the National Quality Standard, February 2018</p> <p>NSW Anti Discrimination Board (Retrieved 14/6/11)</p> <p>NSW Department of Health Communicable Diseases</p> <p>NSW Health, Immunisation Enrolment Toolkit for Early Childhood Education and Care Services, November 2018</p>

### Aim:

To protect the people using the Out of School Hours Care Service from contracting vaccine preventable diseases, and to support the Department of Health's objectives for full immunisation of all children.

### Responsibilities:

#### In relation to the Approved Provider & Co-ordination Unit Staff:

- Abide by their obligations under the current Education and Care Services National Regulations, and the National Quality Standard in relation to immunisation
- Abide by their obligations under the Public Health Amendment (Vaccination of Children attending Child Care Facilities) Act 2013, which states that Early Childhood Education and Care Services **cannot** enrol a child unless the parent/guardian has provided documentation that shows the child:
  - Is fully vaccinated for their age
  - Has a medical reason for not being vaccinated
  - Has a parent/guardian who has a conscientious objection to vaccination
  - Is on a recognised catch-up schedule if their child has fallen behind in their vaccinations
- Disperse up to date information received in regards to immunisation to all Educators and families, including information regarding the No Jab No Pay changes to immunisation which commenced from January 1 2016
- Abide by the exclusion policy; where if a vaccine preventable disease is present, or if a suspected child/ren who are not immunised, or a child/ren have incomplete immunisation records, they will be excluded
- Advise all families upon enrolment of the exclusion policy relating to immunisation, and twice throughout the year, in newsletters, emails, letters or on notice boards
- Ensure that **prior** to enrolment parents provide the service with one or more of the following documents:
  - A **current ACIR Immunisation History Statement** which shows that the child is up to date with their scheduled immunisations
  - A **current ACIR Immunisation History Form** on which the immunisation provider has certified that the child is on a recognised catch-up schedule
  - An **ACIR Immunisation Exemption – Medical Contraindication Form** which has been certified by an immunisation provider for a child who cannot receive one or more vaccines
- Under the new No Jab No Pay scheme introduced in January 2016

- A child must be fully immunised, on a catch-up immunisation schedule or have a valid exemption at the time the parent makes their very first claim for CCB
- Only children with medical contraindications or natural immunity will be exempt from the immunisation requirements and still be eligible for CCB and CCR payments
- Children will no longer be exempt from meeting the requirements for CCB and CCR payments if parents have registered an objection the basis of personal or philosophical beliefs
- The following records **must not** be accepted as proof of immunisation:
  - NSW Personal Health Record (blue Book)
  - A GP Letter
  - An Overseas Immunisation Record
- Remind parents to provide updated immunisation status for their children twice throughout the year, in newsletters and emails
- Advise all Educators upon registration of the exclusion policy relating to immunisation
- Encourage Educators to maintain their immunity through Immunisation
- Advise all persons entering the service of an outbreak, or suspected case of a vaccine preventable disease by posting an information sheet from “Staying Healthy in Child Care”, produced by the Department of Health and Medical Research Council, at the entrance of the home or service. Persons at risk will be informed by Co-ordination Unit Staff immediately by phone where necessary
- Report an outbreak or suspected case of a vaccine preventable disease to the NSW Department of Health, Notifiable Diseases section
- Facilitate compliance to the service policy through the systematic maintenance of immunisation records for staff and children
- Maintain children’s immunisation profiles in individual files
- Store Immunisation Records for a period of 3 years after the child has ceased care with the service

#### **In relation to Educators:**

- Abide by their obligations under the current Education and Care Services National Regulations, and the National Quality Standard in relation to immunisation
- Consider maintaining, through immunisation, their immunity to common childhood diseases

#### **In relation to Families:**

- Prior to enrolment provide the service with their child’s Immunisation History Statement with one or more of the following documents:
  - A **current ACIR Immunisation History Statement** which shows that the child is up to date with their scheduled immunisations
  - A **current ACIR Immunisation History Form** on which the immunisation provider has certified that the child is on a recognised catch-up schedule
  - An **ACIR Immunisation Exemption – Medical Contraindication Form** which has been certified by an immunisation provider for a child who cannot receive one or more vaccines
  - An **ACIR Immunisation Exemption – Conscientious Objection Form**, which has been certified by an immunisation provider and a parent/guardian. An ACIR Conscientious Objection letter certifying that a Conscientious Objection Form has been lodged with the ACIR is also acceptable
- Under the new No Jab No Pay scheme introduced in January 2016
  - A child must be fully immunised, on a catch-up immunisation schedule or have a valid exemption at the time the parent makes their very first claim for CCB
  - Only children with medical contraindications or natural immunity will be exempt from the immunisation requirements and still be eligible for CCB and CCR payments

- Children will no longer be exempt from meeting the requirements for CCB and CCR payments if parents have registered an objection the basis of personal or philosophical beliefs
- The following records **will not** be accepted as proof of your child's immunisation:
  - NSW Personal Health Record (blue Book)
  - A GP Letter
  - An Overseas Immunisation Record
- Continue to update their child's immunisation status each time they are vaccinated, and provide the service with an updated ACIR Immunisation History Statement
- When notified by the service or Educator parents will collect their child/ren (if the child/ren is/are not immunised) from the service if there is an outbreak or suspected case of a vaccine preventable disease present

#### **In Cases of Non- Immunisation:**

Where an Educator or a Family choose not to immunise their children in accordance with the Australian Immunisation Schedule, the Exclusion Policy in relation to Immunisation will apply in the case of an outbreak of immunise preventable diseases. In place of Immunisation Records these Educators and families will need to provide the service with a copy of:

- **An ACIR Immunisation Exemption – Conscientious Objection Form**, which has been certified by an immunisation provider and a parent/guardian. An ACIR Conscientious Objection letter certifying that a Conscientious Objection Form has been lodged with the ACIR is also acceptable

#### **Continual Monitoring and Improvement:**

Continual improvement and monitoring will occur in the following ways:

- Incidental and planned consultation with families
- Co-ordination Unit Staff accessing current relevant information
- Co-ordination Unit Staff and Educators accessing current and relevant training
- Internal evaluation of incidences and the improvement of systems

#### **Policy Review**

Date Revised	Comments

### **NSW Immunisation Schedule 1 July 2013**

Age	Disease Immunised Against
Birth	Hepatitis B
2 months	Diphtheria

	Tetanus Pertussis Polio Haemophilus Influenzae Type B (Hib) Hepatitis B Pneumococcal Rotavirus
<b>4 months</b>	Diphtheria Tetanus Pertussis Polio Haemophilus Influenzae Type B (Hib) Hepatitis B Pneumococcal Rotavirus
<b>6 months</b>	Diphtheria Tetanus Pertussis Polio Haemophilus Influenzae Type B (Hib) Hepatitis B Pneumococcal
<b>12 months</b>	Haemophilus Influenzae Type B (Hib) Measles Mumps Rubella Meningococcal C
<b>18 months</b>	Varicella Measles Mumps Rubella
<b>4 years</b>	Diphtheria Tetanus Pertussis Polio Measles Mumps Rubella
<b>Vaccines Provided for At Risk Groups</b>	
<b>6 Months and Over with Medical Risk Conditions</b>	Influenza