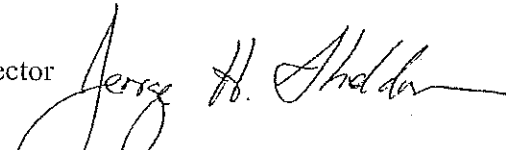


DEPARTMENT OF CHILDREN AND FAMILY SERVICES

POLICY GUIDE 2016.03

Staff Immunizations in Licensed Day Care Facilities

**DATE:** March 7, 2016  
**TO:** Rules and Procedures Bookholders, DCFS and Private Agency Licensing Staff  
**FROM:** George H. Sheldon, Director   
**EFFECTIVE:** Immediately

**I. PURPOSE**

The purpose of this Policy Guide is to inform all day care licensing staff of recent legislation that requires specific child care staff to show proof/documentation of certain immunizations. In the coming months, day care licensing rules will be amended to reflect this statutory change.

**II. PRIMARY USERS**

The primary users of this Policy Guide are Department and POS licensing and placement staff.

**III. BACKGROUND AND SUMMARY**

Any alleged violation of statute needs to be taken as a licensing complaint and processed accordingly. Until the rules are amended, violation codes will be identified per section of the Child Care Act as noted below:

**Child Care Act, Section 4.6 (amended by P.A. 99-267)**

Effective, 1/1/16, any staff person employed by a child care facility licensed to care for children ages 6 weeks through six years old is required to show proof/documentation of having received the following:

- One dose of the Tdap (tetanus, diphtheria, pertussis) and
- 2 doses of the MMR (measles, mumps, rubella), or
- Shows proof of immunity to MMR (DCFS will require physician's written signature)

**Violation Codes**

- Staff person does not have documentation of Tdap in file: CCASEC46i
- Staff person does not have documentation of MMR or proof of immunity: CCASEC46ii

Licensing staff shall immediately begin implementing the new standards outlined in this Policy Guide.



#### IV. Frequently Asked Questions

##### *What is Tdap?*

Tdap is short for tetanus (lockjaw), diphtheria and pertussis (whooping cough). If you're between the ages of 19 and 64, you should have had at least one single dose. If you're age 65 or older and have not previously had a Tdap vaccination, you will need to receive one Tdap vaccination. A Tdap usually lasts around 7 years, so if it's been longer than that since your last one, you will need a booster.

##### *What is MMR?*

MMR stands for mumps, measles and rubella. Anyone born after January 15, 1957 who has not had at least one measles vaccination after their first birthday OR who has never had the measles should be immunized. MMR immunizations are two doses, usually one month apart. Two doses of MMR vaccine should be all you need. If you had measles, discuss this with your healthcare provider—acquired immunity after illness is permanent.

Children cannot start receiving MMR vaccinations until they are 1 year of age, so it is especially important that their caregivers be health and protected themselves.

##### *Who does this rule change affect?*

Anyone employed by a child care facility that care for children ages six and under. This means:

Day Care/Group Day Care Homes	Day Care Center
Licensees	Directors
Substitutes	Teachers
Assistants	Assistants
Volunteers	Support Staff, Volunteers, Substitutes

##### *When does this rule change take effect?*

The change to the Illinois Child Care Act takes effect 1-1-16. The amendment process to add new rules to existing home and center standards minimally takes 9-12 months, so for a time, DCFS will continue to inform center and home licensees and their staff about the new law and the expectations that the coming rule change.

##### *What does the new law require?*

- Proof of having had 1 Tdap (tetanus, diphtheria and pertussis) vaccination AND
- 2 MMR (mumps, measles, rubella) vaccinations

##### *How do I show I've had the shots before or that I'm immune?*

Your physician will have your healthcare history and can sign off on the **CFS 602, Medical Report on and Adult in a Child Care Facility**, to attest that either your previous immunizations OR for MMR, that a blood test indicates you are still immune.

*What if my doctor says I shouldn't get them?*

DCFS will not require something that your physician or healthcare provider says is not medically indicated. The **CFS 602, Medical Report on an Adult in a Child Care Facility**, has been changed to include a section for your physician to record his or her medical recommendation that it is not in your best interest to receive one or both of these immunizations.

*What if I don't want to get more immunizations?*

There is no test which can substitute for the Tdap, however, there is a blood test which can indicate proof of immunity which would substitute for the MMR vaccinations—however, this test is very costly.

*How do I prove I've had the immunizations in the past?*

Talk with your healthcare provider. They should have your previous health and immunization records.

*What if I'm pregnant?*

Pregnant women should not receive the MMR and must wait for appx. 6-8 weeks after delivery to receive their immunizations. To be safe, talk to your healthcare provider.

*What if I don't believe in vaccinations?*

There is no exclusion for personal choice. The law requires all caregivers to be immunized or show proof of immunity. It is very important for the protection of children, especially infants, that caregivers be healthy. Numerous cases of whooping cough and measles were identified in Illinois last year so provider immunizations have been identified as an important line of defense—for children and adults.

*What if I can't afford to get these immunizations?*

Check with your insurance company, the local health Department, or your healthcare provider. There are some healthcare plans that will cover adult immunizations at a free or reduced price and there are some programs such as Vaccines for Adults through the IDPH, that can provide immunizations for the underinsured.

**V. REVISED FORM**

**CFS 602, Medical Report on an Adult in a Child Care Facility (Rev 3/2016)**

This form may be ordered from Central Stores in the usual way, and is also available on the "T" Drive and DCFS Website.

**VI. FURTHER QUESTIONS**

Questions regarding this Policy Guide may be directed to the Office of Child and Family Policy at 217-524-1983 or via Outlook at OCFP – Mailbox. Non Outlook users may e-mail questions to [cfpolicy@idcfs.state.il.us](mailto:cfpolicy@idcfs.state.il.us).

## **VII. FILING INSTRUCTIONS**

File this Policy Guide immediately following **Part 406, Licensing Standards for Day Care Homes, Part 407, Licensing Standards for Day Care Centers, and Part 408, Licensing Standards for Group Day Care Homes.**