

Checklist for Child Health Care Providers on Infant Immunizations

Is your immunization service user-friendly? More than half of all children begin their childhood immunization series by 2 months of age. But many children do not return to continue or complete the series because their parents or caregivers become discouraged by cumbersome procedures and inconvenient hours or locations of immunization services.

The following checklist may help you improve service and accessibility:

- Review children's immunization records at every visit.
- Improve your recordkeeping system and review your records to find underimmunized children. Use the *Clinic Assessment Software Application (CASA)*.¹
- Use current immunization schedules in charts.
- Remind parents of upcoming or missed visits with telephone calls or postcards.
- Provide an immunization schedule and recordkeeper to parents. Also, post the schedule in examining rooms, waiting rooms, and staff offices.
- Discuss changes in the schedule and the importance of keeping children up to date on their immunizations.
- Encourage parents/caregivers to know the immunization status of their children, to keep the child's immunization record up to date and in a safe place, and to bring it to every visit.
- Display posters and brochures about childhood immunization in waiting rooms and reception areas.
- Extend private or public clinic hours.
- Host special weekend or evening clinic hours.
- Provide free child care to parents/caregivers while their infants receive their shots.

¹ CASA is public domain computer software that simplifies specific immunization practices. It measures immunization coverage, indicates obstacles to immunization, and supports reminder/recall activities. CASA was developed by CDC's National Immunization Program and is available at no cost to providers and others involved in improving immunization practices.

- Provide information on transportation services for clients who have limited means or use public transportation.
- Govern your office by the Standards for Pediatric Immunization Practices.
- Provide walk-in immunization services (no appointment required).
- Provide free or low-cost vaccinations for children through the Vaccines for Children program.
- Participate in immunization registry efforts in your area.

**Call 1-800-232-2522 - English, 1-800-232-0233 - Spanish
for tools to improve your immunization practice**