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| Initial immunisation evidence request |
| A resource for early childhood education and care services in Victoria |
| OFFICIAL |



**Use this text to help when requesting updated evidence for immunisation. Copy or adapt this letter to suit your service.**

# Minimum suggested reminder text:

#### Do we have your child’s latest Immunisation History Statement?

Our service is required to keep evidence showing your child is up to date with immunisations.

Please provide us with an updated copy of your child’s Immunisation History Statement from the Australian Immunisation Register (AIR) by [date minimum two weeks from today].

If the Immunisation History Statement on file is current and no vaccines have become due, you do not need to give us another copy of the statement.

# Additional suggested text for inclusion as desired:

#### How to get an updated Immunisation History Statement

You can get an updated statement from the Australian Immunisation Register:

* [**myGov**](https://my.gov.au) <https://my.gov.au/>
* [**Medicare Express Plus**](https://www.servicesaustralia.gov.au/express-plus-mobile-apps)<https://www.humanservices.gov.au/customer/services/express-plus-mobile-apps>
* [**Medicare Service Centre**](https://findus.servicesaustralia.gov.au/) < https://findus.servicesaustralia.gov.au/>
* Australian Immunisation Register, free call on 1800 653 809
* Ask your GP/immunisation nurse to print the statement (note, not all immunisation providers can do this).

#### How to tell if your child is up to date

The ‘next vaccine due’ date on your current child’s Immunisation History Statement needs to show a date in the future or say ‘No vaccines due’.

Vaccines are due at 2, 4, 6, 12 and 18 months of age and at 4 years of age on the National Immunisation Program Schedule. If your child is on a immunisation catch-up schedule, your immunisation provider will let you know when vaccines are due.

#### Why do we need the latest evidence of immunisation?

In Victoria, the No Jab No Play legislation requires early childhood education and care services to take steps to make sure we have the latest immunisation information. In the unlikely event of a vaccine-preventable disease outbreak, we may need to work with health authorities to quickly identify who could be at risk and what actions or precautions need to be taken to best protect children’s health.

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| To receive this document in another format, email the Immunisation Program, Community and Public Health Division, Department of Health <immunisation@health.vic.gov.au>.  Authorised and published by the Victorian Government, 1 Treasury Place, Melbourne.  © State of Victoria, Australia, Department of Health, May 2024.  **ISBN** 978-1-76131-616-6 **(pdf/online/MS word)**  Available at: [Initial immunisation evidence request text](https://www.health.vic.gov.au/publications/initial-immunisation-evidence-request-text): <https://www.health.vic.gov.au/publications/initial-immunisation-evidence-request-text> |