

Starting childcare or kindergarten?

Immunisation information for parents enrolling a child

Enrolment requirements in Victoria

By law¹, to finalise enrolment for your child in long day care, kindergarten, family day care or occasional care you must provide the service with a current Immunisation History Statement from the Australian Immunisation Register (AIR) that shows your child is up to date with all the immunisations that are due or able to receive for their age.

What is an Immunisation History Statement?

It is a statement from the AIR that shows what vaccines your child has received and, if applicable, which vaccines are due in the future and when.

All vaccines recorded on the AIR will appear on your child's Immunisation History Statement. You don't need to do anything to get your child on the AIR. Your vaccination provider will tell the AIR when they give your child a vaccine and which vaccines they have given.

Vaccines on the National Immunisation Program Schedule are provided free.

What is this document used for?

To finalise enrolment. To accept an offered place at a service, you must provide the service with a current Immunisation History Statement. This is usually done within two months before your child is due to start at the service.

To keep children safe. If there is a disease outbreak at the service, the document is used to identify children at risk (for example, children too young or those who can't be fully immunised against a disease) who may need to stay away from the service until it is safe for them to return.

What if I cannot get a statement?

In some circumstances a 16 week 'grace period' can be applied, so your child can start at the service while you arrange to get a statement.

¹ Under the Public Health and Wellbeing Act 2008, in effect from 1 January 2016

How do I get an Immunisation History Statement?

The quickest way to get your child's statement is by using your Medicare online account through myGov or the Express Plus Medicare mobile app.

Alternatively, you can call the AIR on 1800 653 809 to request your child's statement be posted to you. It can take 14 days to arrive by post.

What if my child has had immunisations overseas or they are not eligible for Medicare?

You can get overseas immunisations added to the AIR. You need to take a translated copy of your child's overseas immunisation history to your Australian immunisation provider. They will check the vaccines your child has had and tell you if any additional ones are required. They will update the AIR with immunisations given overseas as well as any new ones.

When your child's immunisations are recorded on the AIR, ask your immunisation provider if they can print an Immunisation History Statement from the AIR for you to give to your childcare or kindergarten service.

Alternatively, you can call the AIR on 1800 653 809 to check if your child's immunisations have been recorded and request a statement to be posted to you. It can take up to 14 days to arrive by post.

A translating and interpreting service is available by calling 131 450, Monday to Friday from 8.30am to 4.45pm.

How do I tell if my child is 'up to date'?

Look at your child's current Immunisation History Statement. 'Up to date' will appear at the top of the Immunisation History Statement.

At the bottom it will show 'Next due immunisation(s)' or 'No vaccines due'. If the date of the next due immunisation is in the future, then your child is up to date for their age.

If your child has completed all their childhood immunisations it will show 'No vaccines due'.

What do I do when my child has immunisations AFTER enrolling?

After each immunisation, you should provide an updated Immunisation History Statement to the service to include in their records. Your service will periodically remind you that you need to do this.

Getting the right documentation

Scenario	Advice
Lost ACIR Immunisation History Statement	Use your Medicare online account through myGov or Express Plus Medicare mobile app to access a copy or call the AIR on 1800 653 809 and request a copy be posted to you. It can take up to 14 days to arrive by post.
Incorrect information recorded on the AIR Immunisation History Statement	If immunisations are missing from a statement, contact your immunisation provider to check if they have sent to the AIR. Once the information is recorded on the AIR, you can access an updated copy using your Medicare online account through myGov or Express Plus Medicare mobile app.
Overdue for a vaccination	See a doctor or immunisation nurse. The doctor or nurse will provide the vaccination and advise the AIR. Once the AIR has been updated you can access a copy using your Medicare online account through myGov or Express Plus Medicare mobile app.
Overdue for multiple vaccinations	See a doctor or immunisation nurse to discuss a 'catch-up schedule'. As each vaccination is given they will update the AIR. Once the information is received by the AIR, you can access a copy of your child's Immunisation History Statement using your Medicare online account through myGov or Express Plus Medicare mobile app.
Medical reasons	<p>If your child can't be fully immunised for medical reasons, you will need to visit an eligible doctor who may provide an immunisation medical exemption. This information will be recorded on the AIR, noting the vaccines your child cannot receive for medical reasons.</p> <p>If your child has an immunisation medical exemption recorded on the AIR, information will appear at the bottom of the statement noting the vaccines they are unable to receive.</p>
Questions or concerns about immunisation	Seek advice from your doctor or contact your local council immunisation service.

Childhood immunisation schedule

Vaccines listed on the National Immunisation Program (NIP) schedule are provided free to children at birth, 2, 4, 6, 12 and 18 months and 4 years of age.

To find out what immunisations your child needs:

- see your doctor or contact your local council immunisation service
- receive reminders when your child's immunisations are due by downloading the free VaxOnTime Victoria app, available for iOS and Android devices.



More information

Better Health Channel

Search 'childhood immunisation' at:

www.betterhealth.vic.gov.au

Australian Government Department of Health & Ageing Immunise Australia Program

www.immunise.health.gov.au

For translated versions of this document search 'starting childcare or kindergarten' at:

www.healthtranslations.vic.gov.au

To receive this publication in an accessible format phone 1300 882 008, using the National Relay Service 13 36 77 if required, or email immunisation@dhhs.vic.gov.au

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