

## 51-23 Immunization Requirements

Effective: 03/28/2024

All CalWORKs applicants/recipients must provide verification that children in the AU under the age of six have received age-appropriate immunizations. Good cause may be granted if the parent/caretaker has a good reason for not immunizing the child/ren. If immunizations or an exemption have not been verified, and good cause was not determined, families may be penalized for failing to provide the appropriate verification.

- All actions related to immunization requirements must be thoroughly documented in the case record, including immunization verification requests, verification provided, request for good cause/exemption, and determination related to good cause/exemption. All documents must be maintained in the electronic case file.

### I. Required Immunizations

Age-appropriate immunizations are those recommended by the Advisory Committee on Immunization Practices, American Academy of Pediatrics, and American Academy of Family Physicians. The recommended guidelines are applied as appropriate by each child's medical care provider.

- Polio
- Diphtheria, tetanus, and pertussis (DTaP or DTP)
- Measles, mumps, and rubella (MMR)
- Varicella Virus Vaccine\* (for Chicken Pox)
- Hepatitis B
- Hemophilus influenza type b (for meningitis)

#### A. Recommended Immunization Schedule for Children Under the Age of Six:

<b>TYPE OF SHOT</b>	<b>DOSE</b>	<b>RECOMMENDED AT</b>
Polio (or OPV, TOPV, IPV, Sabin, Salk)	1st 2nd 3rd 4th	2 months 4 months 6-18 months Before starting school (4-6 years)
DTaP (DPT) (diphtheria, tetanus and pertussis)	1st 2nd 3rd 4th 5th	2 months 4 months 6 months 15-18 months Before starting school (4-6 years)
MMR (measles, mumps, and rubella)	1st 2nd	12-15 months Before starting school (4-6 years)

Varicella Virus Vaccine* (or VAR, VZV) (chicken pox) <i>*Only required for children who have not had chickenpox</i>	1st	12-18 months
Hepatitis B	1st 2nd 3rd	At birth - 3 months 1-5 months 6-18 months
Hemophilus influenzae type b (or Hib) (pneumonia, meningitis)	1st 2nd 3rd 3rd or 4th	2 months 4 months 6 months ( <i>may not be required</i> ) 12-15 months ( <i>if any dose is given after 12 mos. no further doses needed</i> )

B. Recommended Immunization Schedule for Children Who Have Not Received Any Immunizations Before Their 1<sup>st</sup> Birthday

<b>VISIT</b>	<b>WHEN</b>	<b>VACCINES WHICH MIGHT BE GIVEN</b>
First Visit		Hepatitis B DTaP (or DTP) Hib* Polio (or OPV, TOPV, IPV, Sabin, Salk MMR Varicella (or VAR, VZV) (chickenpox) <i>*Hib schedules vary by age when series started</i>
Second Visit	1 - 2 months after 1st visit	Hepatitis B DTaP (or DTP) Hib Polio (or OPV, TOPV, IPV, Sabin, Salk
Third Visit	1 - 2 months after 2nd visit	DTaP (or DTP) Polio (or OPV, TOPV, IPV, Sabin, Salk
Fourth Visit	6 months after 3rd visit	Hepatitis B DTaP (or DTP)

- This schedule is recommended for children who have not received any immunizations in their first year of life. If the child has received some, but not all, of the recommended immunizations by their 1<sup>st</sup> birthday, the recommended schedule will depend on which immunizations the child is missing and their age. A health care provider should be consulted to determine the appropriate immunizations.
- Delays between doses do not require repeating doses or re-starting series.

## II. Immunization Informing Requirements

All applicants/recipients must be informed of their obligation to secure age-appropriate immunizations for all children in the AU under age six. The CW 101 CalWORKs Immunization Rules is used as the informing notice.

The CW 101 informs applicants/recipients of:

- Their obligation to secure immunizations for the children in the AU under the age of six
- Consequences/penalty of failure to cooperate with immunization requirements
- Medically recommended immunizations
- Immunization exemptions due to personal/religious beliefs or for medical reasons
- How immunizations may be obtained (through a fee-for-service provider that accepts Medi-Cal, their assigned doctor in a Medi-Cal managed care plan, a county public health clinic, or any other available source in the county offering free/low-cost immunizations)

## III. Verification of Immunizations

Verification of immunization is required at initial application, when adding a child under the age of 6 to the AU, and at redetermination. Verification must be submitted until the child/ren complete all age-appropriate immunizations, or reach the age of 6.

### A. Timeframes to Provide Verification of Immunization

Verification of immunizations must be provided for all pre-school age children in the AU as follows:

<b>Client Scenario:</b>	<b>Verification Timeline:</b>
Applicants - for CalWORKs and Medi-Cal simultaneously	Within 30 days of eligibility for Medi-Cal
Applicants - for CalWORKs and already receiving Medi-Cal	Within 45 days of eligibility for CalWORKs
Recipients	Within 45 days of redetermination of eligibility
Adding a child under 6 to the AU – applying for CalWORKs and Medi-Cal simultaneously	Within 30 days of eligibility for Medi-Cal
Adding a child under 6 to the AU – applying for CalWORKs and already receiving Medi-Cal	Within 45 days of eligibility for CalWORKs
ICTs	Client is not required to submit duplicate verification to the receiving county when the sending county has obtained immunization verification and determined it to be adequate

- An AU should not be penalized before the applicable timeframe outlined above has passed.

## B. Types of Verification

Acceptable verification includes:

1. Shot record/Immunization Card – e.g. Yellow Card - that indicates the month and year each dose was received.
2. Personal medical records or documentation completed and signed by a medical provider or authorized medical staff
3. Information from the California Immunization Registry 2 (CAIR2)
  - a. CAIR2 is a secure, confidential statewide computerized immunization information system for California residents. The system is accessed online through [www.cairweb.org](http://www.cairweb.org) to help providers and other authorized users track patient immunization records.

**Note:** Applicants/recipients who have made a good faith effort to obtain immunizations for child(ren) in the AU, but whose child/ren cannot complete a series because of a spacing requirement between vaccine doses, may be considered at that point to have received "all age-appropriate immunizations." Good faith effort may also apply in cases where the vaccine is not available.

- Immunization verification is NOT required once the child receives all recommended immunizations, reaches age 6, or is enrolled in school (e.g. if the child is 5 years old and is enrolled in school).

## C. Verification Requests

Immunization verification is requested using form CW 2200 Request for Verifications. When immunization verification is requested, the CW 2209 Immunization Good Cause Request Form must also be provided (refer to guidance on the CW 2209 and good cause below).

If the client is unable to provide the requested verification after a good faith effort to obtain it, the Case Manager will assist the client in getting the needed verification. Good cause may be granted.

Note: For ICTs, when the sending county has determined that verification requirements have been met, duplicate verification of immunizations should not be requested from the client. The receiving county can contact the sending county if any required documentation or information is not provided during the ICT process.

## III. Exemptions and Good Cause

### A. Exemptions

The immunization requirement does not apply if the parent/caretaker relative submits:

- An affidavit stating that immunization is contrary to their personal/religious beliefs.

- The client may also complete the CW 2209 Immunization Good Cause Request form indicating this exemption reason.
- Clients are not required to explain the reason/s for their personal/religious beliefs.
- A written statement/documentation from a physician or health professional working under the supervision of the physician, stating that the child should not be immunized.
  - Documentation should indicate the prohibitive medical condition (that rules out all or certain immunizations permanently or temporarily); specify the immunization/s that the child should not receive or that must be postponed, and the duration.

## B. Good Cause

Families will not be penalized for immunization requirements if they have good cause for not providing the requested verification within the timeframe. If a parent/caretaker is making a good faith effort to fulfill the immunization requirements, they should be evaluated for good cause.

The Case Manager will determine if good cause exists for not submitting verification due to lack of reasonable access to immunization services. If the county determines that good cause exists, the applicant/recipient has an additional 30 days to submit immunization verification.

Circumstances which may constitute good cause may include but are not limited to the following:

- Transportation problems (caretaker could not get the child to the doctor due to transportation issues)
- Physical distance
- Lack of available appointment (parent/caretaker could not get a timely doctor's appointment)
- Immunization/s needed by the child were not available
- Illness of the parent/caretaker relative or child
- Language barriers
- Immunization records are incorrect/do not accurately reflect all the immunizations received by the child, and the parent/caretaker is attempting to correct the records
- The parent/caretaker is a survivor of past or present domestic abuse, which has affected or prohibited their ability to meet the immunization requirements

The applicant/recipient can inform the county of their good cause request using the CW 2209 Immunization Good Cause Request Form (as outlined below) or verbally. A verbal request is treated the same as completing the CW 2209. The verbal request must be documented in the case record and any penalty being imposed must be suspended.

When a parent/caretaker is making a good faith effort to cooperate with the vaccination requirements, they should be evaluated for good cause.

### C. CW 2209 Immunization Good Cause Request Form

The CW 2209 provides applicants and recipients an avenue to request good cause/exemption to the immunization requirements. The parent/caretaker can use the CW 2209 to explain why one or all the eligible children in the AU have not been immunized by indicating the reason/s why the child/ren under age six have not yet received up-to-date vaccinations.

The 2209 is provided:

- At application
- At redetermination
- Any time the county requests verification of immunizations (e.g. with the CW 2200 requesting immunization verification)
- With the NOA messages pertaining to grant changes due to failure to meet the immunization requirements
  - A self-addressed/postage paid envelope must be included so the client can return the verifications requested without hardship

### IV. Failure to Cooperate

If an applicant/recipient does not submit timely immunization verification and does not qualify for an exemption or have good cause, a financial penalty will be imposed.

- If the parent/caretaker is making a good faith effort to cooperate and attempting to meet immunization requirements, but is not able to do so, a penalty should not be imposed. Good cause should be granted and the parent/caretaker given the additional time to submit verification.

#### A. Penalty Application

If an applicant/recipient fails to submit verification for any child/ren in the AU under the age of six and does not qualify for an exemption or have good cause, the grant will be reduced by the amount of the needs of the parent/caretaker relative in the AU, effective the first of the month following timely notice.

For 2-parent families (two parents/caretakers in the AU), both parents/caretaker relatives will be penalized.

If the AU contains both an aided senior parent and a minor parent (and immunization is required for the minor parent's child), the senior parent is considered the caretaker relative and responsible for submitting immunization verification. The senior parent will be penalized.

If the parent/caretaker is not in the AU, or is already sanctioned for another reason, a "double sanction" is not possible. Only a 25% penalty can be applied at the same time if the individual fails to cooperate with Child Support Services.

#### B. Penalty Suspension

Once an immunization penalty has been imposed on the AU, it should be lifted as outlined below:

Client Scenario:	Timeline to Lift:
Verification of immunizations is submitted <b>or</b> an exemption is met	Grant is increased to reflect the needs of the parent(s)/caretaker relative(s) effective the first of the month following the month in which verification/documentation is received
Unimmunized child leaves the AU & AU still contains an eligible CW child	Sanction is lifted the first of the month that the unimmunized child leaves the AU
Unimmunized child reaches age 6; no other child in the AU under 6 without immunization verification	Penalty removed at the end of the month prior to the month the child turns six <ul style="list-style-type: none"> <li>➤ Benefits restored the 1<sup>st</sup> day of the month of the child's 6<sup>th</sup> birthday – e.g. child turns 6 on 6/5, penalty lifted in May and benefits restored effective 6/1</li> </ul>
Unimmunized child reaches age 6; other child/ren in the AU under 6 without immunization verification (& no good cause/exemption criteria met)	Penalty removed when the youngest child without immunization verification/for whom penalty is imposed reaches age 6 (as outlined above), <b>or</b> meets good cause/exemption criteria

REFERENCES:

EAS 40-105.4

ACL [97-70](#), [98-35](#), [98-35E](#), [09-14](#), [11-57](#), [14-98](#), [17-86](#), [17-87](#), [23-109](#)