*<date>*

*parent/guardian name*

*Address*

*City, State, Zip*

**NOTICE OF IMMUNIZATION(S) NEEDED**

Dear *parent/guardian*:

According to our information, your child, *<insert child’s name*>, is not compliant with the minimum immunization requirements to attend a Wyoming *<insert school, child caring facility)>* as defined in Wyo. Stat. Ann. §§ 21-4-309 and 14-4-116 and the Wyoming Immunization Program Administrative Rules.

**The immunizations identified as missing or invalid are CIRCLED below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **VACCINE** |  | **MISSING DOSES[[1]](#footnote-1)** |  | **INVALID DOSES[[2]](#footnote-2)** |
| Hepatitis B (HepB |  | #1 | #2 | #3 |  |  |  | #1 | #2 | #3 |  |  |
| Diptheria, tetanus, & acellular pertussis (DTaP) |  | #1 | #2 | #3 | #4 | #5 |  | #1 | #2 | #3 | #4 | #5 |
| *Haemophilus influenzae* type b (Hib) |  | #1 | #2 | #3 | #4 |  |  | #1 | #2 | #3 | #4 |  |
| Measles, mumps, rubella (MMR) |  | #1 | #2 |  |  |  |  | #1 | #2 |  |  |  |
| Pneumococcal conjugate (PCV-13) |  | #1 | #2 | #3 | #4 |  |  | #1 | #2 | #3 | #4 |  |
| Poliovirus (IPV) |  | #1 | #2 | #3 | #4 |  |  | #1 | #2 | #3 | #4 |  |
| Rotavirus (RV1 or RV5) |  | #1 | #2 | #3 |  |  |  | #1 | #2 | #3 |  |  |
| Tetanus, diphtheria & acellular pertussis (Tdap) |  | #1 |  |  |  |  |  | #1 |  |  |  |  |
| Varicella (VAR) |  | #1 | #2 |  |  |  |  | #1 | #2 |  |  |  |

Please note that Wyo. Stat. Ann. § 21-4-309 states, “No school administrator shall permit a student to attend school for more than thirty (30) calendar days without documentary proof of immunization. ”Please contact your physician or visit a Public Health Nursing Office in order for your child to receive the necessary dose(s).

If you have questions or require additional information, please contact <*contact name at School/Child Caring Facility/Preschool >* at *< School/Child Caring Facility/Preschool contact information>.* Thank you in advance for your prompt response!

1. The types of vaccines, number of doses, and time between doses is based on national immunization recommendations published by the Advisory Committee on Immunization Practices (ACIP). [↑](#footnote-ref-1)
2. Maintaining minimum ages and minimum intervals between vaccine doses is critically important. When does are given too close together or too early in age, the body may not have enough time to mount an immune response, and the vaccine’s effectiveness cannot be guaranteed. A dose administered too early is not considered valid and must be repeated. [↑](#footnote-ref-2)