

Immunization Record FAQs

**Trying to Find Immunization Records Online?
Received a letter from Public Health about your
child's immunizations? We got you.**

1

I am looking for my immunization record or my child's immunization record. Where can I find it?

- Adult records: Public health does NOT maintain immunization records for adults. Please **do not report immunizations for adults**. If you are looking for an immunization record for an adult, public health may have some childhood records on-file for adults born on or after 1990. Check ICON (see instructions below). If the record is not found in ICON, check with your doctor/NP to get any records that they have, or to book an appointment with them for any missing immunizations.
- Child/Student (up to age 18 yrs.) records: Check ICON (see instructions below). The record shows all immunizations that have been reported to public health. If immunization(s) have not been reported to public health, they will not be in this record. You may need to follow-up with your doctor/NP to get that missing information.

How to Access Immunization Records Online:

- Use ICON, a secure online portal that allows you to easily access and update your child's immunization record. Go to www.publichealthgreybruce.on.ca. Under "Your Health," hover over "Immunization," and select "Your Immunization Records." Or, use the following QR code to access ICON:



SCAN ME

2

Why did I get a letter about my child's immunizations from public health?

- Public health is required by law to review all students' immunization records and make sure they are up to date. If you received a letter from public health, it means that your child's immunization record in our provincial database is not up to date.

3

What is the law that requires health units in Ontario to do this review of all students' immunization records?

- The Immunization of School Pupils Act (ISPA). This review and updating of immunization records is done to help ensure students and the community are protected from vaccine preventable diseases, and to help health units be able to respond to any outbreaks of disease that may occur.

4**How often does public health do this review of students' immunization records?**

- This review is usually done every year. COVID-19 activity over the past few years put a temporary hold on this work, but the review of immunization records has now resumed. Public health is working hard to catch-up on this important work, to help students and communities stay safe.

5**Getting this letter upset me. Why did I get this letter when I always try hard to keep things up to date regarding my child's health?**

- Please don't feel badly about receiving a letter. You are one of thousands of parents across Grey and Bruce Counties to receive one. It is simply a process that the health unit must do, by law, to inform parents of immunization information that is missing in their child's provincial record, so that the record can be updated.
- This review and updating of records is done to help keep students and communities protected from vaccine preventable diseases. COVID-19 activity over the past few years put a temporary hold on this work, but the review of immunization records has now resumed. In the letter you received, choose which scenario applies to your child's situation, and follow the "Action to Take" for that scenario.

6**Doesn't my doctor/nurse practitioner send my child's immunization information to public health?**

- Not always. Under the Immunization of School Pupils Act (ISPA), it remains the responsibility of parents to report all immunizations to public health. Some doctor/nurse practitioner offices report immunizations to public health, but not all of them do.
- If you received a letter, it means that there is some information missing from your child's record in our provincial immunization database that needs to be reported.

7**Why did I get a letter when my records show that my child already got the immunization(s) listed in the letter?**

- One of two things may have happened. Either:
 - your child received the immunization(s) but they were not reported to public health (Scenario 1 in the letter), OR
 - your child needs a booster of one or more immunization(s) that they received in the past (Scenario 3 in the letter).
- In the letter you received, follow the "Action to Take" for the scenario that fits your child's situation.

8**I know my child got immunizations that do not show in my records or the health unit's records. What do I do?**

- Follow the "Action to Take" for Scenario 2 of the letter you received.

9

How do I report immunization(s) to public health?

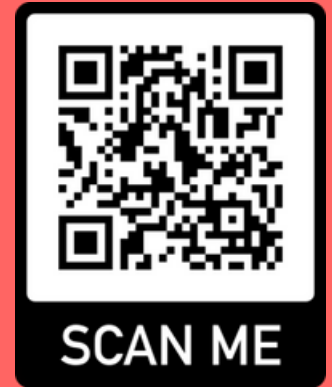
- As a general rule, you should always report immunizations every time your child receives them. If you received a letter from public health about your child's immunizations, report them by the deadline shown in the letter – follow the instructions below.

How to Report Immunizations to Public Health:

- Use ICON, a secure online portal that allows you to easily access and update your child's immunization record. Go to www.publichealthgreybruce.on.ca. Under "Your Health," hover over "Immunization," and select "Your Immunization Records." Or, use the following QR code to access ICON.

Time-saving tip: Once you are in ICON, instead of typing the whole immunization record, just enter one of the immunizations. Then you will be able to carry on to the next page and include an attachment. You can attach a picture or file of your child's entire record and submit.

- Fax the information/record to the Vaccine Preventable Diseases Team at the health unit: 519-376-7782



10

Why did the back side of the letter not show any immunizations?

- If the immunization history is blank on the back side of the letter, it means that public health does not have any immunizations on record for your child. Follow the scenario 1 'Action to Take' in the letter.

11

I reported information that I do not see in my child's immunization record online. Why is that?

- When information is submitted, it is verified and then uploaded to the provincial record. This may take up to 5 business days.

12

What happens if I don't respond to the letter I received from public health?

- Your child remains **at risk of school suspension**, since their immunization record would not be up to date and in compliance with the Immunization of School Pupils Act (ISPA).

13

I have more questions. Who do I call?

- Call public health. 519-376-9420 (press '2' for immunization, then '2' again to reach a nurse).



****PLEASE DO NOT call your child's school. Schools do not lead this process. They will direct you to contact public health, so call us first instead!****

SCHOOL