

2024-25

New Jersey Hot Shots for Tots Immunization Campaign



WHAT TEACHERS AND STAFF SAID ABOUT PARTICIPATING IN THE HOT SHOTS FOR TOTS IMMUNIZATION CAMPAIGN



"We were already doing most of the activities and it was great to be able to earn points towards our Gold status by participating in the Campaign."

--Kiddie Academy of Eatontown

"I always learn new information about childhood vaccines I can share with our parents."

--Hackensack Meridian Early Childhood Education Center

"Loved the resources on the website - found them easy to use and informative. Great program and helped keep me up to date."

--Bright Tomorrows

"The activity suggestions were great and easy to incorporate into existing curriculum. NJDOH staff was helpful and responsive to any questions."

--First Steps Learning Center

"HSFT is a great program; the activities were easy to implement and really helped me to organize my immunization records."

--Early Childhood Learning Center

WHAT IS THE NEW JERSEY HOT SHOTS FOR TOTS IMMUNIZATION CAMPAIGN?

The New Jersey Hot Shots for Tots (HSFT) Immunization Campaign is a point-based incentive program designed to empower child care providers to develop and implement effective best practices to maintain and/or improve immunization coverage rates.

WHO IS ELIGIBLE TO PARTICIPATE?

Child care and preschool facilities throughout New Jersey are invited and encouraged to participate in the 2024-25 campaign.

WHAT DOES MY CHILD CARE FACILITY NEED TO DO TO PARTICIPATE?

The campaign runs from December 2024 to June 2025.

Step 1: Select one staff member from the facility as the point of contact.

Step 2: Enroll in the campaign by completing the form at healthsurveys.nj.gov/NoviSurvey/n/2025.aspx.
Enrollment will continue on a rolling basis.

Step 3: Receive enrollment information and begin working towards completing activities and tracking your progress. A link to an online pre-campaign evaluation survey will be included with enrollment information, which is mandatory for participation.

Step 4: Complete the mandatory post-campaign evaluation survey, which will be available at the close of the campaign.

Step 5: Once all activities have been completed, submit documentation to the New Jersey Department of Health (details provided on page 4 of this packet).



Take your shot at the Hot Shot Award!!

WHAT ARE THE POINT-BASED ACTIVITIES?

Child care facilities are encouraged to review the attached list of activities in the Activity Log and to select the activities that they wish to complete during the campaign period. Each activity is worth a specific number of points; four of these activities are mandatory for participation. It is up to each facility to determine which activities they choose to complete. Accumulating more points will enable you to reach higher award levels.

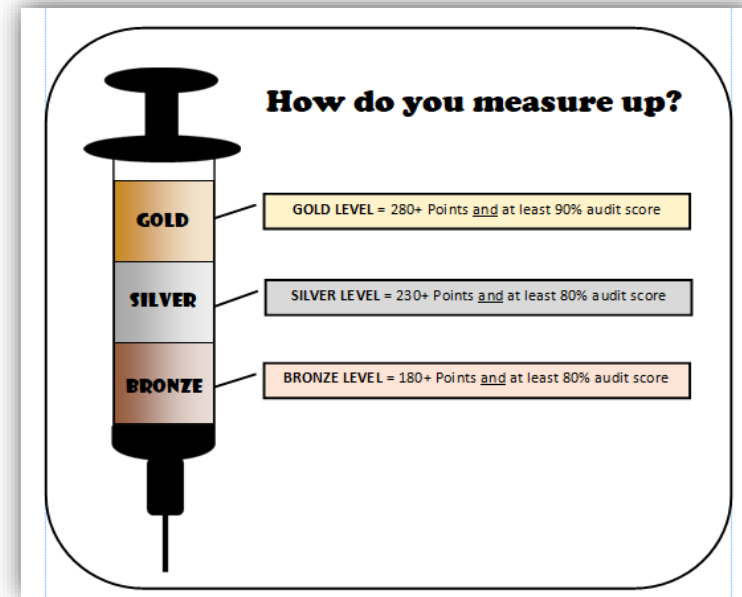
HOW ARE THE AWARD LEVELS DETERMINED?

Award levels are determined based on two factors:

1. Your facility's immunization record audit score.
2. Total number of points awarded for the selected activities.

Complete any combination of activities to reach the award level you want to achieve: Gold, Silver, or Bronze!

Participants who complete all mandatory activities and submit, but do not reach minimum 180 points or minimum 80% audit score will receive an Honorable Mention award.



Level	Immunization Record Audit Score	Points from Completed Activities	Description
Gold	90% or higher	280+ points	Has gone above and beyond in demonstrating commitment toward promoting immunization awareness and working towards improving coverage
Silver	80% or higher	230+ points	Has demonstrated strong commitment toward promoting immunization awareness and working towards improving coverage
Bronze	80% or higher	180+ points	Has taken the initiative toward promoting immunization awareness and working towards improving coverage
Honorable Mention	No criteria	Must complete all mandatory activities	Has begun making efforts toward promoting immunization awareness and working towards improving coverage

WILL I RECEIVE AN AWARD?

Participating in the campaign will provide your child care center the opportunity to receive special recognition from state and/or local health officials and to earn an award, which can be prominently displayed in your facility. As an added benefit, participation in the *New Jersey Hot Shots for Tots Immunization Campaign* will demonstrate your commitment to parents in ensuring a safe and healthy environment for their children.

Some activities align with NJ Early Learning and Preschool Standards, support Grow NJ Kids Quality Rating, and National Association of Education of Young Children (NAEYC) Accreditation Standards.

★ New Jersey Influenza Honor Roll

Additionally, conducting influenza awareness and prevention activities may make you eligible to be added to the *New Jersey Influenza Honor Roll*. See [Appendix E](#) for more details.

HOW DO I SUBMIT MY COMPLETED ACTIVITIES?

There are options for submitting your activity documentation as described below. Whichever way you use, please make sure to upload or send all paperwork to us no later than the **June 2, 2025**, HSFT Immunization Campaign deadline. Utilize the Submission Form and Activity Log to help you determine what is required for documentation and to keep track of your points. You can also refer to the Campaign Kick-off Webinar for information on the submission process.

HSFT SharePoint Library:

- You can submit your HSFT materials/paperwork as you go through the Department of Health's HSFT SharePoint library. In order to do so, you will need to have a facility email address (e.g. ttaylor@abcpreschool.com); township address (e.g. janedoe@glotwp.com) or county address (e.g. johndoe@mldlsc.com).
- Email addresses with domains after the @ such as Hotmail, Gmail, Yahoo, MSM, and similar will NOT be eligible for a SharePoint folder.
- When you register for the HSFT Campaign, please do so with the email you will be using for the duration of the Campaign. **We will use this address for all correspondence with you during the campaign.**
- Within a few weeks of registering for the campaign, you will receive an email from HSFT team member Elisa Rossetti with a link to your school electronic folder if your email meets the address requirements.
- When you log onto the SharePoint library, you will only see and have access to your folder--not other participants.
- We will let you know if it is not possible to create a folder for you. You can email, mail, or fax us your activity documentation instead.

Fax, Email or Mail

If you are using one of these methods, all documents must be submitted at the same time. Please do NOT send items individually, except for **Activity #7**. Materials can be faxed, mailed, or emailed to the following:

New Jersey Department of Health
Vaccine Preventable Disease Program
ATTN: New Jersey Hot Shots for Tots Immunization Campaign
PO Box 369
Trenton, NJ 08625-0369

Fax: 609-826-4866

Email: Jenish.Sudhakaran@doh.nj.gov

When submitting your documentation, make sure that you have included the following:

1. Submission Form
2. Activity Log
3. Event Activity Forms
4. Any other corresponding documentation (e.g. transcription activity, copy of policy, lesson plans) - **please** remember to write the Activity # on any accompanying materials so we can identify what activity the materials are related to!

Resources



Childhood Immunization

- **Centers for Disease Control and Prevention (CDC), Reasons to Vaccinate**
[cdc.gov/vaccines-children/reasons/index.html](https://www.cdc.gov/vaccines-children/reasons/index.html)
- **CDC, Immunization Schedules for Infants and Young Children**
[cdc.gov/vaccines/index.html](https://www.cdc.gov/vaccines/index.html)
- **CDC, Vaccine Resources**
[cdc.gov/vaccines/resources/index.html](https://www.cdc.gov/vaccines/resources/index.html)
- **New Jersey Department of Health (NJDOH)
Vaccine Preventable Disease Program**
Vaccine Information Toolkit for Parents/Guardians
nj.gov/health/cd/vpdp.shtml
- **New Jersey Immunization information System (NJiIS)
Brochure**
njiis.nj.gov/docs/NJiIS_Your_Best_Shot.pdf
njiis.nj.gov/docs/NJiIS_Your_Best_Shot_Spanish.pdf
- **Docket Information and Access (NJDOH)**
njiis.nj.gov/docs/requestImmunizationRecord/Access_and_Share.pdf
njiis.nj.gov/docs/covid/Consumer_Access_FAQ.pdf



Adult Immunization

- **CDC - Immunization Schedules for Adults**
[cdc.gov/vaccines/imz-schedules/adult-easyread.html](https://www.cdc.gov/vaccines/imz-schedules/adult-easyread.html)
- **CDC—The Importance of Vaccines for Older Adults Video**
youtube.com/watch?v=hodb65EkorM



New Jersey Immunization Requirements

- **NJDOH – Child Care/Preschool Vaccine Requirements Chart**
nj.gov/health/cd/documents/imm_requirements/cc_preschool_requirements_parents.pdf

- **NJDOH - Immunization Requirements Main Page**
nj.gov/health/cd/imm_requirements/
- **NJDOH - Provisional Admission Student Tracking Form**
nj.gov/health/forms/imm-16.pdf
- **NJDOH - Religious and Medical Exemptions Guidance**
nj.gov/health/cd/documents/imm_requirements/religious_exemption.pdf
- **NJDOH- Medical Exemption Template Form**
nj.gov/health/forms/imm-53.pdf



COVID-19 Resources

- **CDC – COVID-19**
cdc.gov/coronavirus/2019-ncov/index.html
- **NJDOH – COVID-19 Vaccination**
state.nj.us/health/cd/topics/covid2019_vaccination.shtml



Classroom Activities

- **NJDOH—Vaccine Activity/Coloring Book English**
nj.gov/health/cd/documents/vdp/vaccine_activity_book.pdf
- **NJDOH—Vaccine Activity/Coloring Book Spanish**
nj.gov/health/cd/documents/vdp/vaccine_activity_book_SPA.pdf
- **NJDOH - Handwashing Materials**
nj.gov/health/cd/handwashing.shtml
- **CDC—Handwashing videos**
cdc.gov/clean-hands/communication-resources/index.html
- **National Foundation for Infectious Diseases: Are You a Flu Fighter (coloring book)***
nfid.org/resource/are-you-a-flu-fighter-coloring-book/
- **Vaccinate Your Family Lesson Plans***
ymiclassroom.com/lesson-plans/vyf/?emci=4e30a78c-9985-ea11-a94c-00155d03b1e8&emdi=09f4d0dc-3c8a-ea11-86e9-00155d03b5dd&ceid=7203467

- **Sesame Street in Communities: Vaccine Activities, Printables, Videos***
sesamestreetincommunities.org/subtopics/vaccines/

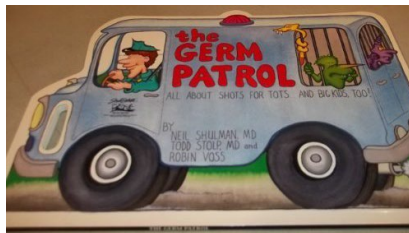


Educational Materials Available by Request

- **Shots for Your Child's Health Brochure (English and Spanish)**



- **Germ Patrol Book (English and Spanish)**



- **Immunize Your Child Brochure (English and Spanish)**





Standards and Accreditation

- **NJ Early Learning and Preschool Standards**
highscope.org/wp-content/uploads/2018/03/New-Jersey-Preschool-Teaching-and-Learning-Standards-2014_7-15-16_Rebranded.pdf
- **Grow NJ Kids Quality Rating***
grownjkids.com/
- **National Association of Education of Young Children (NAEYC) Accreditation Standards***
naeyc.org/academy/standardsandcriteria

**The link to this website is intended to provide additional information pertaining to immunizations strictly for informational or educational purposes. The New Jersey Department of Health is not responsible for the content of this website and does not endorse private organizations.*

Contents in Appendices

Appendix A: Transcription Activity.....	11
Appendix B: Template Parent/Guardian Letter.....	13
Appendix C: Template Exemption List.....	14
Appendix D: Template Thank You Card.....	15
Appendix E: Influenza Honor Roll.....	16

Appendix A – Activity #7

Activity #7: Complete the immunization record transcription activity by following the instructions below.

INSTRUCTIONS

1. Print out the yellow card and comments section from the next page of the welcome packet – or – print the separate file from the electronic welcome packet documents.
2. Review the scenario below and assess if the child is age-appropriately vaccinated.
3. Transcribe all immunization dates onto the yellow card.
4. Provide any/all comments related to the vaccinations (i.e. invalid dose, too short of an interval, etc.) in the comments section.
5. Scan and email the transcribed yellow card and comments section to Jenish.Sudhakaran@doh.nj.gov
6. Once your completed transcription activity is received by NJDOH, a link to the pre-recorded webinar will be shared with you. You must submit your transcription and view the recording to receive credit for the activity.

SCENARIO:

A three-year-old child is moving to the United States in the summer and is enrolling in a preschool facility. You are reviewing the child’s record in August to determine if the child is ready to attend school on September 1, 2025. The parents presented the following immunization record from their pediatrician. Please assess if this child is age-appropriately vaccinated.

DOB: 3/12/2022

Pentacel: 5/12/22, 7/10/22, 9/12/22, 2/10/23

Polio Vaccine (OPV): 12/10/24

Hepatitis B: 3/12/2022, 5/18/22, 7/03/23

Pevnar20: 5/12/22, 7/10/22, 3/13/23

Measles: 5/14/23; Measles serology(immune) 8/6/2024

Varicella: 3/7/2023

Flu vaccine: religious exemption



New Jersey Department of Health
STANDARD SCHOOL / CHILD CARE CENTER IMMUNIZATION RECORD

NAME OF CHILD (Last, First, MI)					DATE OF BIRTH (Mo/Day/Yr)		SEX <input type="checkbox"/> M <input type="checkbox"/> F		
NAME OF PARENT/GUARDIAN					TELEPHONE NUMBER(S)				
ADDRESS									
ADDRESS					IMMUNIZATION REGISTRY NUMBER				
VACCINE TYPE	1ST DOSE MO/DAY/YR	2ND DOSE MO/DAY/YR	3RD DOSE MO/DAY/YR	4TH DOSE MO/DAY/YR	5TH DOSE MO/DAY/YR	LEAD SCREENING (Not Required)			
DIPHTHERIA, TETANUS, PERTUSSIS (DTaP) or any combination (If Td or DT ¹¹ , indicate in corner box)						TEST DATE	RESULT		
POLIO-INACTIVATED POLIO VACCINE (IPV) (If oral vaccine, indicate OPV in corner box)									
MEASLES, MUMPS, RUBELLA (MMR)						(B) Document below single antigen vaccine receipt, serology titers, or varicella disease history			
HAEMOPHILUS B (HIB)									
HEPATITIS B (HepB)						Hepatitis B	DATE:	TITER:	
VARICELLA						Varicella	DATE:	TITER:	
PNEUMOCOCCAL CONJUGATE (PCV13)						Measles	DATE:	TITER:	
INFLUENZA						Mumps	DATE:	TITER:	
OTHER, SPECIFY:						Rubella	DATE:	TITER:	
OTHER, SPECIFY:						Exemptions: <input type="checkbox"/> Medical Exemption Attached <input type="checkbox"/> Religious Exemption Attached			
OTHER, SPECIFY:									
<input type="checkbox"/> Provisional Admission Date Granted: ____ / ____ / ____									

¹¹ REQUIRES MEDICAL EXEMPTION. A complete list of New Jersey's immunization requirements is accessible at: http://nj.gov/health/cd/imm_requirements

VACCINE TYPE	COMMENTS
DTaP/Td/Tdap	
IPV	
MMR	
Hib	
Hep B	
Varicella	
Pneumococcal Conjugate (PCV13)	
Influenza	

Appendix B – Activity #8

Activity #8: Review Immunization Registry. Sample Parent/Guardian Letter

This template is available on the HSFT website.

Dear Parent/Guardian,

You are receiving this letter because your child’s immunization record is incomplete/missing vaccination documentation in the New Jersey Immunization Information System (NJiIS). NJiIS is a free, confidential online registry that can help parents and health care providers keep track of immunizations given from birth through adulthood. NJ law requires health care providers who provide vaccines to children under 7 years of age to enter them into the NJiIS, so you may want to talk to your child’s provider about entering your child’s missing vaccinations.

There are many benefits for participating in NJiIS. It helps health care providers know what vaccines you and/or your child need for the next appointment, which is convenient and can save you time and money. NJiIS also serves as an official immunization record for child care, school, employment, travel, or other instances where vaccination records are required. In addition, immunizations that are entered into NJiIS can also be accessed through the Docket app.

For more information about NJiIS, visit njiis.nj.gov/docs/NJiIS_Your_Best_Shot.pdf. To find out more about Docket and to access a link where you can download the app, go to the NJDOH website: covid19.nj.gov/pages/vaxrecords.

Thank you for your continuing efforts to protect our children from dangerous diseases by getting your child vaccinated.

Sincerely,

Your Name

Appendix C – Activity #13

Below is an example of an exemption form. [A template is available on the HSFT website.](#)

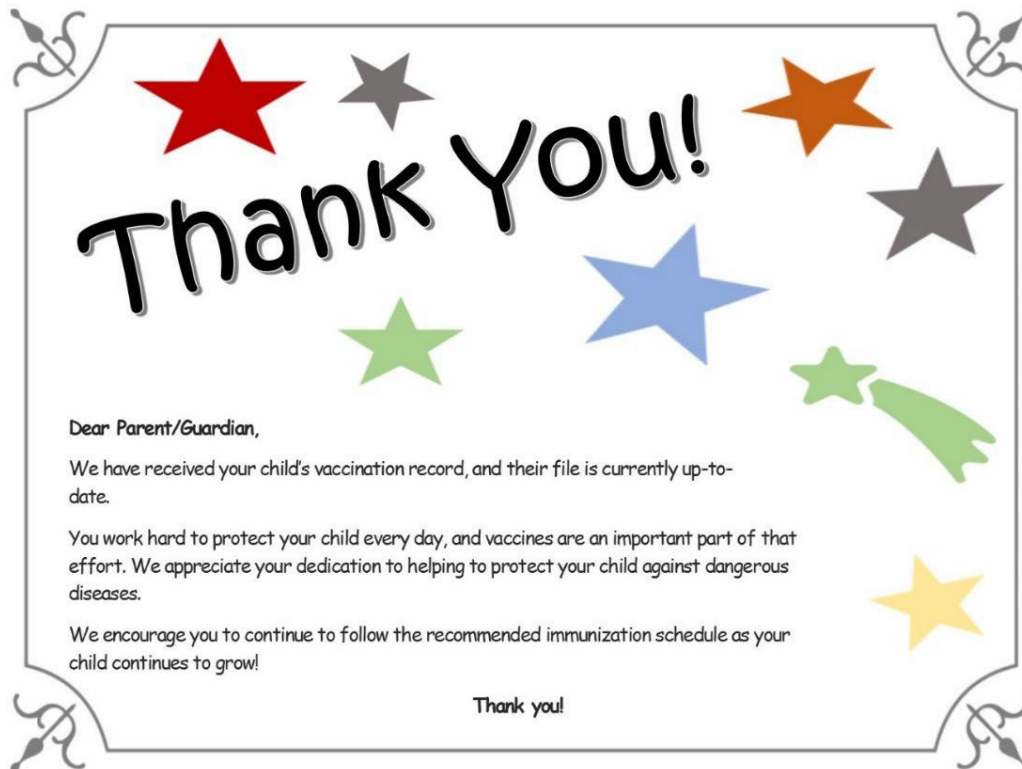
Consider using a chart like the one below to easily identify students who are exempt from receiving the following vaccines by marking an “R” for a religious exemption and an “M” for a medical exemption. During an outbreak, this list can help you to determine which students may be susceptible. In the example below, a student who has an exemption for the MMR vaccine could be susceptible during a measles outbreak if he/she was exposed.

STUDENT NAME	DATE OF BIRTH	GRADE/ CLASS	ALL ANTIGENS	Diphtheria, Tetanus, Pertussis (DTaP, Td, Tdap)	Folio (IPV, OPV)	Measles, Mumps, Rubella (MMR)	<i>Haemophilus influenzae</i> type b (Hib)	Pneumococcal Disease (PCV13)	Chickenpox (Varicella)	Influenza (Flu)	Meningococcal (MenACWY)	Hepatitis B
Jane Doe	2/2/2016	Pre-K/Mrs. Smith				R						

Appendix D – Activity #14

Activity #14: Recognize and promote positive immunization behaviors. An example of this activity may be to send appreciation cards/letters to parents/guardians who have up-to-date immunization records on file for their children.

This template is available on the HSFT website.



Appendix E – Information about the Influenza Honor Roll

Consider applying for the Influenza Honor Roll! If you promote influenza vaccination in your lesson plan (Activity #10) or anytime during the year.

In 2017, the New Jersey Department of Health (NJDOH) launched the *Influenza Honor Roll* to recognize institutions striving to promote influenza awareness and prevention within their communities. The New Jersey Influenza Honor Roll is open to four categories of honorees:

- Institutions of Education
- Businesses
- Community-based Organizations
- Health Care Facilities

Institutions from these categories are encouraged to submit applications detailing influenza-related activities implemented during the flu season. Campaign ideas from prior honorees are available in the resource section below. All institutions named to the New Jersey Influenza Honor Roll will be highlighted on the NJDOH website and will receive a certificate of recognition.

For more information, visit nj.gov/health/cd/edu_training/vpdp_flu_honor_roll.shtml.

The deadline to participate is March 31, 2025.