



Welcome Packet


HOT SHOTS FOR TOTS

2025-26

New Jersey
Immunization Campaign




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



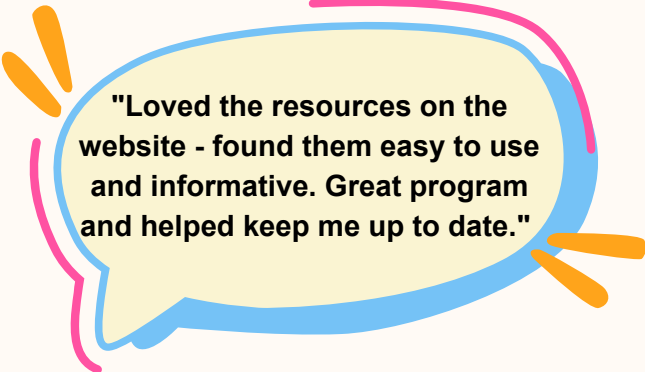
"We were already doing most of the activities and it was great to be able to earn points towards our Gold status by participating in the Campaign."

--Kiddie Academy of Eatontown



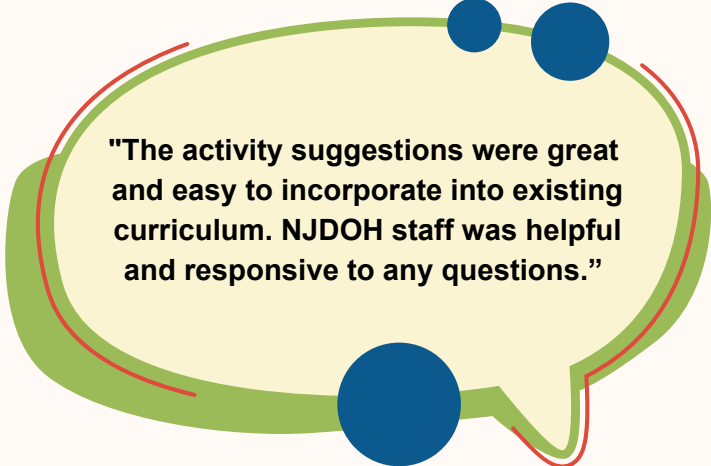
"I always learn new information about childhood vaccines I can share with our parents."

--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 Hot Shots for Tots Immunization Campaign?

The New Jersey Hot Shots for Tots 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 can participate?

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

What does my child care facility need to do to participate?

The campaign runs from January 26, 2026 to June 8, 2026.

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/HSFT2526.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 5](#) 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 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. The more points you get will allow you to reach higher award levels.

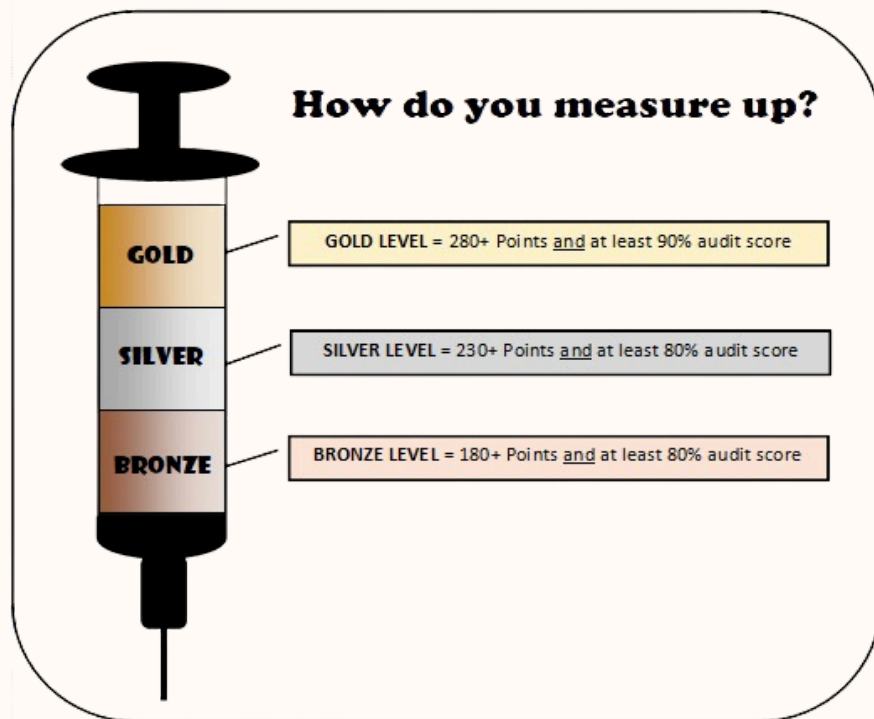
How are the award levels determined?

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 and the 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 the flyer in [Appendix F](#) of the Welcome Packet.

How do I submit my completed activities?

Once all activities are completed, documentation must be sent to the New Jersey Department of Health Vaccine Preventable Disease Program no later than **June 8, 2026**, to be eligible. You must use the Submission Form and Activity Log to help you determine what is required for documentation and to keep track of your points. **All documents must be submitted at the same time.** Please do not send items individually, except for Activity #7 (transcription). Materials can be faxed, mailed, or emailed to the following:

Mail: 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



IMPORTANT!

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 plan)

Resources

- New Jersey Hot Shots for Tots Immunization Campaign
nj.gov/health/cd/imm_requirements/vpdp_hotshots.shtml
- New Jersey Department of Health Vaccines
nj.gov/health/vaccines/
- New Jersey Department of Health Vaccine Preventable Disease Program
nj.gov/health/cd/vpdp.shtml
- American Academy of Pediatrics Infographics and Resources*
aap.org/en/patient-care/immunizations/childhood-immunization-discussion-guides/
- Vaccinate Your Family*
vaccinateyourfamily.org/
- Voices for Vaccines*
voicesforvaccines.org/resources/

Immunization Requirements

- New Jersey Department of Health Immunization Requirements
nj.gov/health/cd/imm_requirements/
- New Jersey Department of Health Child Care/Preschool Requirements Chart
nj.gov/health/cd/documents/imm_requirements/cc_preschool_requirements_parents.pdf

Classroom Activities

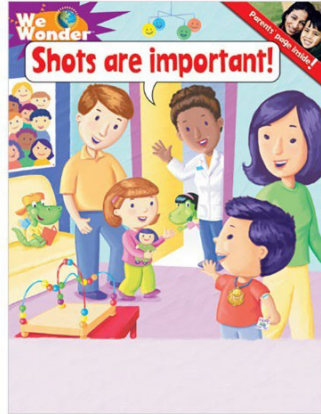
- New Jersey Department of Health Vaccine Activity Book
nj.gov/health/cd/documents/vpdp/vaccine_activity_book.pdf
nj.gov/health/cd/documents/vpdp/vaccine_activity_book_SPA.pdf
- Vaccinate Your Family Lesson Plans*
ymiclassroom.com/lesson-plans/vyf/
- National Foundation for Infectious Diseases Are You a Flu Fighter Coloring Book
nfid.org/resource/are-you-a-flu-fighter-coloring-book/

*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.

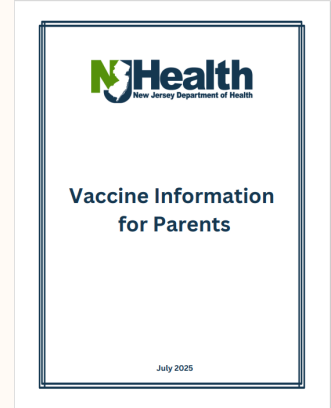
Materials Available By Request (While Supplies Last)



English and Spanish



Spanish only



English and Spanish

Standards and Accreditation

- NJ Department of Education Preschool Teaching and Learning Standards
nj.gov/education/earlychildhood/preschool/docs/PreschoolTeachingandLearningStandards.pdf
- National Association of Education of Young Children (NAEYC)
naeyc.org/resources/position-statements/early-childhood-program-standards
- NJ Department of Human Services Grow NJ Kids
childcarenj.gov/GrowNJKids



Appendix A: Activity #7

Complete the immunization record transcription activity by following the instructions below.



Instructions:

1. Use an IMM-8 (yellow card) or print out the card and comments section from the next page of this welcome packet.
2. Review the scenario below and assess if the child is age-appropriately vaccinated.
3. Transcribe (write) 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 enrolling in your preschool facility. You are reviewing the child's record in January to determine if the child is ready to attend school on February 2, 2026. The parents presented the following immunization record from their pediatrician. Please assess if this child is age-appropriately vaccinated.

DOB: 5/12/2022

Pediarix: 6/26/22, 11/7/22, 12/12/22

Hib: 8/12/2022, 6/12/2023

Measles: 8/14/23

Varicella: 7/28/2023

Flu vaccine: 4/22/25

Appendix A: Activity #7 Cont'd

Name of Child (Last, First, M.I.)	Date of Birth (Mo/Day/Yr)	Sex <input type="checkbox"/> Male <input type="checkbox"/> Female
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PARENT OR GUARDIAN	NAME	TELEPHONE NO.
	ADDRESS	

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	
						Test Date	Result
DIPHTHERIA, TETANUS, PERTUSSIS (DTaP) or any combination <i>(If Td or DT, indicate in corner box)</i>							
Tdap							
POLIO – INACTIVATED POLIO VACCINE (IPV) <i>If oral vaccine, indicate (OPV) in corner box</i>							
MEASLES, MUMPS, RUBELLA (MMR)						Document below single antigen vaccine receipt, serology titers, or varicella disease history	
HAEMOPHILUS B (HIB)**							
HEPATITIS B						Hepatitis B	Date: _____ Titer: _____
VARICELLA						Varicella	Date: _____ Titer: _____
PNEUMOCOCCAL CONJUGATE **						Measles	Date: _____ Titer: _____
MENINGOCOCCAL						Mumps	Date: _____ Titer: _____
HEPATITIS A ***						Rubella	Date: _____ Titer: _____
HPV (HUMAN PAPILLOMAVIRUS) ***							
OTHER							
OTHER							

Provisional admission attached–Date Granted: _____
 Medical exemption attached
 Religious exemption attached

Vaccine Type	Comments
DTaP/Td/Tdap	
IPV	
MMR	
Hib	
Hepatitis B	
Varicella	
Pneumococcal Conjugate (PCV)	
Flu	

Appendix B: Activity #8

Review NJIIS student records. Send a letter to parents of students with missing vaccines. Below is a template. This letter is also available on the Hot Shots for Tots website at the following link, nj.gov/health/cd/documents/imm_requirements/hot_shots_activity8letter.pdf.



Date 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 to 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, visit njiis.nj.gov/docs/covid/Consumer_Access_FAQ.pdf.

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

Sincerely,

Your Name

Appendix D: 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. The sample card below is also available on the Hot Shots for Tots website at the following link, nj.gov/health/cd/documents/imm_requirements/hot_shots_activity14.pdf.



Dear Parent/Guardian,

We have received your child's record, and their file is currently up-to-date.

You work hard to protect your child every day, and vaccines are an important part of that effort. We appreciate your dedication to helping to protect your child and our school community against dangerous diseases.

We encourage you to continue to follow the recommended immunization schedule as your child continues to grow!

Appendix E: Activity #16

Facilities should provide information about how students with provisional status are tracked. If a form is used, you must provide a blank sample copy of the form. Below is a sample form you can use to help keep students up to date with their childhood vaccines. This form is also available on the Hot Shots for Tots website at the following link, nj.gov/health/forms/imm-16.pdf.

New Jersey Department of Health
Vaccine Preventable Diseases Program
PO 369
Trenton, NJ 08625-0369

PROVISIONAL ADMISSION STUDENT TRACKING RECORD

Name of School		Date
Street Address	City	
Name of School Administrator		Telephone Number
Name of Student	Date of Birth	Date of Provisional Admittance

CHECK THE DOSE(S) NEEDED AND THE DUE DATE ON THE LINE PROVIDED.

VACCINES	DOSE(S)	VACCINE SCHEDULE
Diphtheria, Tetanus, acellular Pertussis (INDICATE THE SPECIFIC VACCINE REQUIRED:) <input type="checkbox"/> DTaP <input type="checkbox"/> DT <input type="checkbox"/> Td	1	
	2	
	3	
	4	
	5	
Tdap (Tetanus, diphtheria, acellular Pertussis) (One dose requirement)	1	
Polio (IPV)	1	
	2	
	3	
	4	
Measles, Mumps, Rubella (MMR)	1	
	2	
<i>Haemophilus influenzae</i> Type b (Hib)	1	
	2	
	3	
	4	
Hepatitis B	1	
	2	
	3	
Pneumococcal Conjugate (PCV 13)	1	
	2	
	3	
	4	
Varicella (One dose requirement)	1	
Meningococcal (One dose requirement)	1	
Influenza (One dose requirement by December 31)	1	

DEFINITION: Provisional admission only applies to multi-dose vaccine requirements - NOT single dose vaccine requirements. Students need to receive a minimum of one dose of each of the required vaccines in order to be provisionally admitted. Pupils must be actively in the process of completing the series and on schedule to receive subsequent doses as rapidly as medically feasible. NJ follows CDC/ACIP Recommended Catch-Up Immunization Schedule. Please see the following link for guidance: <http://www.cdc.gov/vaccines/schedules/downloads/child/catchup-schedule-pr.pdf>.

Please refer to the NJ Vaccine Preventable Disease Program website to access the immunization regulations and requirements for school attendance, <http://nj.gov/health/cd/imm.shtml>.

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Appendix F: 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, 2026.

