

MCIR/SIRS

Toll-free MCIR helpdesk number is 1-888-243-6652

MCIR.org

The following materials can be found on www.MCIR.org and should be reviewed.

Childcare packet:

- MCIR/SIRS Information Sheet
- Child Care Cover Letter
- Required Immunization Chart for Childcare
- Hib Shortage Flyer
- Influenza Information for Child Care Centers
- Waiver forms
- Medical Contraindication form
- Vaccine terminology

School packet:

- MCIR/SIRS Information Sheet
- School Cover Letter
- Information about Human Papillomavirus, Meningococcal & Vaccines for Pre-Teens and Teens
- Influenza Information for Schools
- New Requirement Flyer
- Vision Screening Information
- Required Immunization Chart for Schools
- Waiver forms
- Medical Contraindication form
- Vaccine terminology

Timeline for Reporting on MCIR/SIRS

January – December: Build your roster, making sure that appropriate reporting period and grade is marked for each student. Use current grade, or roundup for kindergarten in the Spring and Summer of 2009 – all students will be advanced automatically on the 1st Friday in August.

October 1st: Childcare closes the report period on all children up to school age, by going into IP Status and clicking on the “close period” button on October 2nd. (The button will not be highlighted and you will not be able to close the period if you are not at 90% compliancy.) Should continue to update immunization records until you reach the 90% compliancy.

November 1st: School closes the report by going into IP Status and clicking on the close period button. (The button will not be highlighted and you will not be able to close the period if you are not at 90% compliancy.) Submit vision report for all kindergarten students.

February 1st: School closes the report by going into IP Status and clicking on the “close period” button. (The button will not be highlighted and you will not be able to close the period if you are not at 95% compliancy.)

Contact your local health department or the help desk if you have any questions about reporting.