



NC DEPARTMENT OF
**HEALTH AND
HUMAN SERVICES**

JOSH STEIN • Governor
DEV DUTTA SANGVAI • Secretary
KELLY KIMPLE • Director, Public Health

October 1, 2026

MEMORANDUM

TO: North Carolina Child Care Providers

FROM: Jenny Myers, MPH 
Immunization Branch Director

SUBJECT: 2026 Annual Child Care Immunization
Report

The purpose of this memo is to notify child care operators/Head Start directors and Pre-K classrooms of the 2026 annual immunization reporting requirements.

North Carolina immunization law requires all schools providing Pre-K and all licensed child care facilities (as defined in [G.S. 110-86\(3\)](#)) to file an annual immunization report on children aged newborn through preschool ([G.S. 130A155\(c\)](#)).

This report is used to determine the number of children who meet state immunization requirements under [10A NCAC 41A.0401](#), ensuring that children in attendance at your child care facility are protected against vaccine-preventable diseases.

How to Submit your Report

- The reporting portal is now open, and reports may be completed at any time prior to the due date [via this link](#).
- Instructions and worksheets are available for download via the above link and may be used to collect data needed before entering your individual facility information online.
- Only **one** current report will be accepted per child care facility, per report period.
- All reports must be submitted electronically by **midnight, Friday, November 15, 2026**.
- Reports will not be accepted after this date.
- **If you have no children enrolled or your center is closed, you still need to submit a report to ensure your center or home is counted and not considered delinquent or missing.**

NC DEPARTMENT OF HEALTH AND HUMAN SERVICES • DIVISION OF PUBLIC HEALTH • IMMUNIZATION BRANCH

LOCATION: 65 Moore Dr, Durham, NC 27703

MAILING ADDRESS: 1917 Mail Service Center, Raleigh, NC 27699-1917

www.ncdhhs.gov • TEL: 919-707-5500 • FAX: 919-870-4824

AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER

- For NC Pre-K and Head Start programs include all children who attend full time.
- Do not include children who were reported on the Annual Kindergarten Immunization Report.

Please do not report on:

- Children born on or after October 1, 2026,
- Children who only attend before and/or after school, or
- Children who are enrolled in elementary school full time.

Annual Reporting Webinar October 14, 2026, at 1 p.m.

The North Carolina Immunization Program (NCIP) will host a webinar on October 14, 2026, at 1 p.m. EDT to provide instructions on completing the report, information on immunization requirements, and a forum to answer any questions regarding immunization reporting.

[Register here in advance to attend.](#) If you are unable to join the webinar on a computer, you can dial in at +1 669 254 5252. Meeting ID: 165 958 7623 Passcode: 775814

Tips for success:

- Download the age worksheet linked on the first page of the online report and complete it before proceeding with the rest of the report.
- Complete the report as soon as possible.
- Full report URL: <https://survey.alchemer.com/s3/8892386/2026-27Childcare>
- If you have additional questions about this report or are not able to access the internet to complete the report, please email Immunization.Reports@dhhs.nc.gov, or call 919-270-1533.

FREQUENTLY ASKED QUESTIONS

Q: Why is this report required?

A: Child care facilities are required by law [G.S. 130A-155(c)] to submit the requested information annually. It is also a licensing requirement. If a vaccine-preventable disease outbreak occurs, this report will help identify children who are most at risk for contracting the disease. You may be contacted if this report is not received or is received after the due date of November 15, 2026.

Q: What happens if a parent/guardian does not submit their child's immunization records within 30 days of attendance?

A: The child should not be permitted to attend childcare until the required immunizations have been obtained. [G.S. 130A-155(a)].

Q: Do I need to get a new immunization record from all parents?

A: The child care facility should confirm with the parent they have an up-to-date immunization record on file within 30 days of their first attendance.

Thank you for your support of children's health and childhood immunizations. If you have questions about the immunization reporting process, please contact us at Immunization.Reports@dhhs.nc.gov.

In Health,
North Carolina Health and Human Services

cc: Dr. Zack Moore, Epidemiology Section Chief
Amanda Fuller Moore, PharmD, Deputy Epidemiology Section Chief
Local Health Directors
Regional Immunization Consultants (RICs)
Regional Immunization Nurses (RINs)
Child Care Health Consultants