Vaccination & Immunization Record

Locate the record · capture the details · confirm what comes next

A caregiver organizer for documented vaccinations, missing records and the next steps recommended by a qualified vaccine provider.

Vaccination history · documentation · source

Keep documented history separate from what still needs checking.

Bring vaccination records to visits and ask the provider to confirm updates. This organizer is not an official vaccination certificate and does not decide which vaccines are due. [1]

THIS RECORD IS FOR (NAME)

PRIMARY CAREGIVER

DATE OF BIRTH

LAST UPDATED / RECORDS CHECKED

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1 RECORD DOCUMENTED VACCINATIONS [1]

VACCINE / PRODUCT	DATE GIVEN	DOSE / SERIES IF DOCUMENTED	PROVIDER / RECORD LOCATION

Use the name and date from the record. Write “unknown” rather than assuming a missing record means the vaccine was not given.

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MAIN VACCINE PROVIDER / PHONE

WHERE THE ORIGINAL RECORD IS KEPT

Missing records · provider's plan · next review

2 FIND OR CONFIRM MISSING INFORMATION [1, 2]

- [ ] Ask prior clinics, pharmacies or other vaccine providers for their records.
- [ ] Check whether the relevant state immunization system has records.
- [ ] Ask the clinician or vaccine provider how to handle information that remains missing.

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3 RECORD ONLY THE PROVIDER'S RECOMMENDED NEXT STEPS

QUESTION / VACCINE TO DISCUSS	PROVIDER'S PLAN / DATE / NEXT STEP

NEXT REVIEW / APPOINTMENT DATE

WHO WILL UPDATE THE RECORD

Do not infer immunity, repeat a dose or use a generic schedule as an individualized plan. Confirm recommendations with the vaccine provider and retain the official documentation.

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Sources informing this resource · Original worksheet prompts by TCC

[1] CDC — Staying Up to Date with Your Vaccine Records

[2] CDC — Contacts for IIS Immunization Records

[3] MedlinePlus — Personal Health Records

Sources checked September 10, 2026. Use the person's individualized care instructions.

Everything about your loved one's care, organized in one place.

The Caregiving Concierge™ helps families organize appointments, providers, medications, documents, schedules, transportation details, and other important care information in one secure workspace.

https://www.thecaregivingconcierge.com/library

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