



澳門特別行政區政府  
Governo da Região Administrativa Especial de Macau

衛生局  
Serviços de Saúde

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## Certificate of Vaccination – Guideline for Social Institutions

In pursuant to the stipulations in article 11 of Administrative Regulation no. 16/2008, all individuals enrolling into social institutions, especially crèches, are required to submit the original of the certificate of vaccination issued by the Health Bureau and copy of the personal immunization record. This aims to ensure that all individuals have received the vaccines as required before enrolling to social institution or crèche in order to prevent the outbreak of preventable diseases in social institutions. This guideline is produced as a reference for social institutions in order to actualize the abovementioned requirement:

1. All local social institutions serving users who are under the age of 18 should require all new applicants to submit the original of the certificate of vaccination issued by the Health Bureau and copy of the personal immunization record. The certificate of vaccination can be applied in the respective health centre/station or vaccination point in Kiang Wu Hospital.
2. The above requirement also applies to all children/youths who are under the age of 18 and residing in social institutions for long-term, regardless of their length of residence; for current users who have submitted the certificate of vaccination and have completed the vaccination programme of the corresponding age, re-submission is not necessary.
3. The said certificate shall certify the concerned individual has completed the vaccination programme of the corresponding age, or; has not completed the vaccination programme of the corresponding age, but has continued relevant vaccination procedure.
4. For individuals who fail to present the said certificate, social institutions should suspend their application until they have fulfilled the requirement prescribed in paragraph 3.
5. For individuals who have not completed the vaccination programme of the corresponding age and refused to continue the vaccination, social institutions should turn down their application and referred the concerned cases to the Health Bureau for follow-up.



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6. For children or youths who require urgent institutional service, a grace period of two months can be granted for submission of the above certificate.
7. For individuals who have not completed the vaccination programme but have continued relevant vaccination procedure, social institutions should trace whether the applicants have received the subsequent vaccination as scheduled in the certificate until they have submitted the certificate indicating that they have completed the vaccination programme of the corresponding age.
8. Social institutions should keep the mentioned certificate of vaccination and copy of personal immunization record in the applicant's record for verification purpose.

Centre for Disease Control and Prevention  
Health Bureau