

Chapter Immunization Representative Role Description

Basic Functions:

The Chapter Immunization Representative (CIR) is a voluntary position that serves as an immunization expert and contact for chapter immunization activities. The ideal candidate is a pediatrician, member of the AAP and chapter, and has direct experience and/or familiarity delivering vaccines and working with the Vaccines For Children (VFC) program.

The CIR assists in the development and coordination of chapter immunization activities and educational programs; provides technical assistance to chapter leadership, staff and members and other health professionals on immunization-related topics; communicates with the state immunization program; and serves as a liaison between the chapter and national AAP on immunization issues.

Responsibilities*:

- Serve as a communication liaison between the national AAP and the AAP chapter on immunization issues, providing information about the state immunization program or other immunizations needs/barriers experienced by chapter members.
- Assist in the planning and development of immunization-focused educational sessions at chapter and/or district meetings.
- Serve as the primary chapter point-of-contact for the state immunization program (eg, Immunization Information Systems, VFC, etc.), including but not limited to the following:
 - Be knowledgeable about the local VFC program policies and procedures; serve as a contact person for chapter members
 - Collate and communicate practical issues with implementing VFC guidance or other immunization-related issues and identify themes or opportunities for additional discussion
 - Develop relationships with state immunization program staff and address issues and themes brought forward by chapter colleagues for discussion, including issues/needs with the Immunization Information System
- Be familiar with state regulations relating to immunizations, including but not limited to the following:
 - Exemptions
 - VFC operations
 - Payment Issues
 - Vaccine administration (eg, who is permitted to administer vaccines)
- Participate in:
 - The CIR Listserv
 - Webinars, conference calls, community of practice meeting series, and other professional development opportunities
 - Annual chapter meeting (may be held in-person)

* Note: your chapter may have additional expectations of your involvement with the chapter.

Term:

- CIRs will serve for 2 years. Terms can be renewed.

Benefits to Chapters:

- Increased communication and sharing of work and resources on immunization issues with the national AAP
- Leadership and professional development opportunities for chapter members
- Dedicated point of contact for chapter members on immunization issues
- Potential for enhanced or improved relationships with public health and/or state immunization program
- Enhanced understanding of state-specific successes, challenges, and opportunities among national AAP