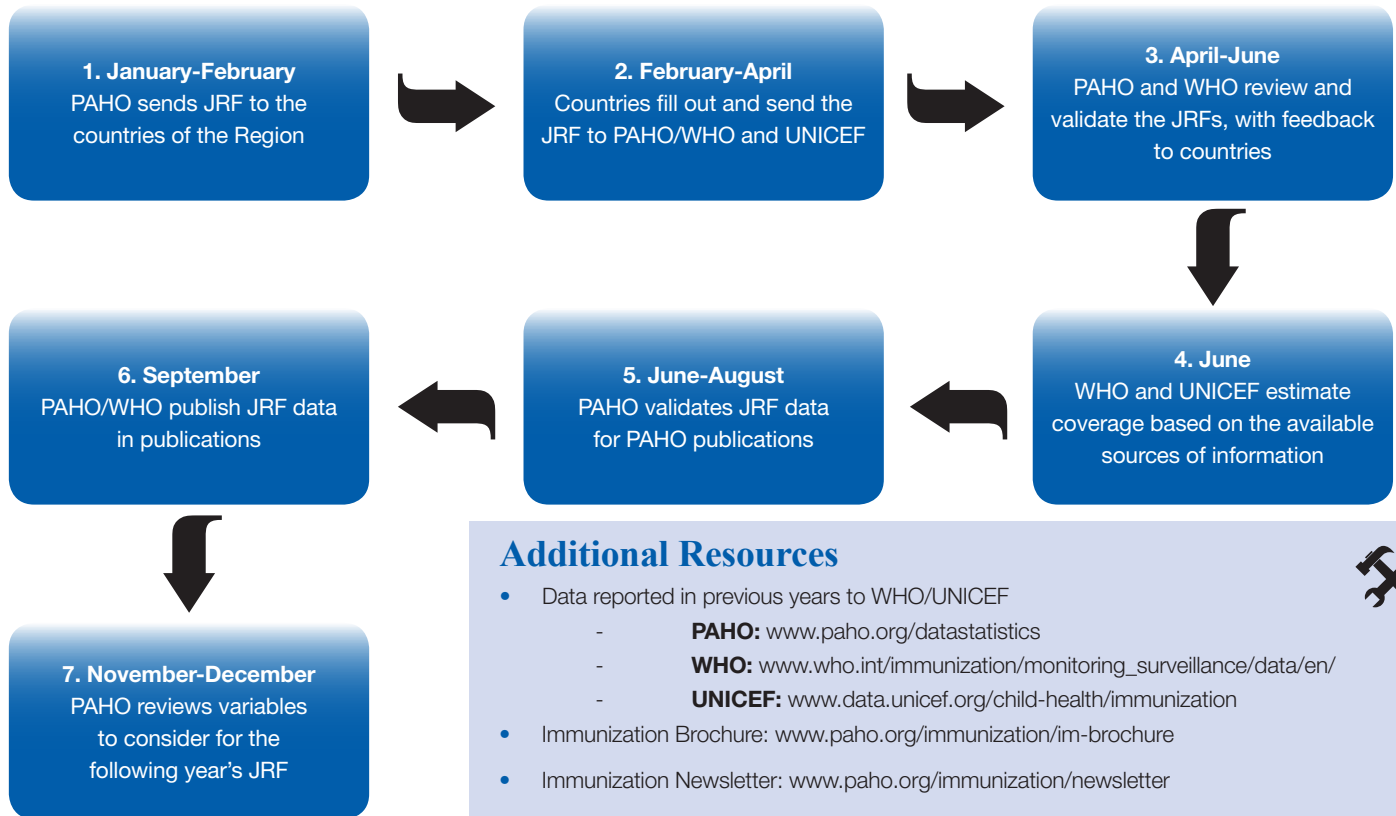


## The Steps of the JRF for 2017



### Additional Resources

- Data reported in previous years to WHO/UNICEF
  - **PAHO:** [www.paho.org/datastatistics](http://www.paho.org/datastatistics)
  - **WHO:** [www.who.int/immunization/monitoring\\_surveillance/data/en/](http://www.who.int/immunization/monitoring_surveillance/data/en/)
  - **UNICEF:** [www.data.unicef.org/child-health/immunization](http://www.data.unicef.org/child-health/immunization)
- Immunization Brochure: [www.paho.org/immunization/im-brochure](http://www.paho.org/immunization/im-brochure)
- Immunization Newsletter: [www.paho.org/immunization/newsletter](http://www.paho.org/immunization/newsletter)



### Do's and Don'ts of Filling out the JRF



- **Do** review instructions.
- **Don't** change anything in the forms (i.e. create new tabs, change tab names or change the formula in the non-protected cells).
- **Don't** leave blanks (complete all questions), otherwise, enter either **NA** (not applicable) or **ND** (no data). Most cells with automatic calculations can be overwritten.
- **Do** use the "Comments" boxes for additional information.
- **Do** send forms to responsible offices.
- **Do** submit forms on time.
- **Do** maintain communication with those responsible for filling out the tables, as well as with the country's immunization focal points.
- **Do** conduct final revisions of all tables with the immunization focal point to ensure:
  1. The correct completion of:
    - Table 2 (schedules)
    - Campaign reports
    - Late doses
    - Stock-outs
    - Supplementary activities
    - Table 9 (program financing vs. vaccine acquisition)
  2. The consistency of:
    - Tables 1 and 1A
    - Tables 4A and 5
    - Number of municipalities: cover page and table 6
- If you need updates on country data, **do** contact Carilu Pacis, Marcela Contreras or Martha Velandia.

### Why is the JRF important?



- It monitors the performance of national immunization programs.
- It is the official source for and monitors the progress of the global, regional and national Plans of Action (GVAP/RIAP).
- It is the foundation for assessing coverage estimates for WHO/UNICEF.
- It supports the decision-making process, estimates the burden of disease from VPDs and defines vaccination strategies.
- It reports on the vaccination status of countries in the Region of the Americas through publications:
  - Immunization Brochure
  - Country profiles
  - Immunization Newsletter
  - Basic health indicators in the Americas