



**FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

May 8, 2020

Dear Parents,

Although the end of this school year is far from what we are typically used to, it is still important for us to think about the future. And that means SAGE Registration for the 2020-21 School Year!

Open registration begins on **May 11**, a \$25/family non-refundable registration fee will be charged. This registration fee will increase to \$50 on June 19. This fee is not applied to your SAGE balance.

Attached to this letter is your packet for the 2020-2021 school year. The listed information below must be fully completed and signed upon registration:

ENROLLMENT FORM

AUTOMATIC DRAFT FORM (unless you have a card on file already)

Since the building is not open at this time, we have made some changes to the registration process. The Enrollment form is a fillable PDF. Please download the file to your computer. Once you have completed the form and filled in all the necessary text fields please save the document with your child's name as the file name. Please email the completed form to Tammi at tmastroianni@wallingfordymca.org.

Health and medication forms **MUST** be in by AUGUST 17th. Per state regulations, a current physical (within one year) is required to be on-file. If your child has an Epi-pen, inhaler, or any other medication that is needed while at the SAGE program, an Authorization to Administer Medication packet **MUST** be submitted with your child's physical. All required medications should be brought to the program on your child's first day. **Your child may not start the program until a current physical and any necessary medication administration forms are on file.**

Accounts are billed monthly and are paid in **10 equal payments** from **September-June**. We will **NOT** adjust the payment for vacations. A minimum of 3 days per week is required. All financial assistance applicants (current & new) will need to complete a new packet for this school year.

ALL CONTRACTS MUST BE RECEIVED BY 5:00PM ON AUGUST 21, 2020 TO START ON THE FIRST DAY OF SCHOOL, AUGUST 27. All contracts received after 5:00PM on August 21 will require 3 business days before your child may start the program.

Hope you have a wonderful summer and see you in the fall! Please feel free to contact me with any questions about the program. Stay well, stay positive, stay active.

Sincerely,

EMILY WALTER

Director of Childcare Services

ewalter@wallingfordymca.org

WALLINGFORD FAMILY YMCA

81 S Elm Street, Wallingford CT 06492

P 203 269 4497 F 203 284 0572 www.wallingfordymca.org



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SAGE & ELMS 2020-2021 ENROLLMENT FORM

CHILD	NAME		DOB	M	F
	ADDRESS		CITY/ST/ZIP		
	SCHOOL	GRADE (2020-2021 SCHOOL YEAR)	AGE		
FAMILY DATA	PARENT/GUARDIAN #1		HOME PHONE		
	HOME ADDRESS		CELL PHONE		
	PLACE OF EMPLOYMENT		WORK PHONE		
	EMPLOYMENT ADDRESS		CITY/ST/ZIP		
	EMAIL ADDRESS				
	PARENT/GUARDIAN #2		HOME PHONE		
	HOME ADDRESS		CELL PHONE		
	PLACE OF EMPLOYMENT		WORK PHONE		
	EMPLOYMENT ADDRESS		CITY/ST/ZIP		
	EMAIL ADDRESS				
Child Primarily Resides With: P/G 1 P/G 2 Both Other _____					
MEDICAL	DOES YOUR CHILD HAVE ANY ALLERGIES, MEDICATIONS, PHYSICAL/EMOTIONAL DIFFICULTIES, AND/OR MEDICAL CONDITIONS ?				
	PLEASE NOTE: If your child has any medication that may be needed (i.e. Epi-Pen, inhaler), you MUST submit an "Authorization to Administer Medication" form and bring the medication to the program on your child's first day.				
	PHYSICIAN NAME		PHONE		
OTHER	*** It is our hope that every participant in SAGE feels safe, secure & understood. If there is any additional information about your child that you feel you should share so we can achieve this goal, please let us know in the space below: ***				
	Does your child have an IEP or 504? Yes No				
EMERGENCY CONTACTS	PERSONS TO BE NOTIFIED IN CASE OF EMERGENCY (WHEN PARENTS CANNOT BE REACHED) - TWO REQUIRED				
	NAME	PHONE 1	PHONE 2	RELATIONSHIP	
	NAME	PHONE 1	PHONE 2	RELATIONSHIP	
	NAME	PHONE 1	PHONE 2	RELATIONSHIP	
	PERSONS TO WHOM CHILD MAY BE RELEASED TO (OTHER THAN PARENTS/GUARDIANS)				
	NAME	PHONE 1	PHONE 2	RELATIONSHIP	
	NAME	PHONE 1	PHONE 2	RELATIONSHIP	
	NAME	PHONE 1	PHONE 2	RELATIONSHIP	
	PERSONS TO WHOM CHILD MAY NOT BE RELEASED (MUST PROVIDE DOCUMENTATION)				
	NAME	RELATIONSHIP			

FULL TIME (4/5 DAYS)

SAGE AM CARE ONLY

(6:45-9:00AM at School Site)

Members: **\$244** (\$13.33/day)
Program Members: **\$297** (\$16.23/day)

SAGE PM CARE ONLY

(3:30-6:00PM at School Site)

Members: **\$307** (\$16.78/day)
Program Members: **\$355** (\$19.40/day)

SAGE AM & PM CARE

(6:45-9:00AM & 3:30-6:00PM at School Site)

Members: **\$505** (\$27.59/day)
Program Members: **\$611** (\$33.39/day)

ELMS

(2:40-6:00PM at YMCA)

Members: **\$348** (\$19.02/day)
Program Members: **\$418** (\$22.84/day)

PART TIME (3 DAYS)

SAGE AM CARE ONLY

(6:45-9:00AM at School Site)

Days Attending **M T W R F**
Members: **\$176** (\$15.04/day)
Program Members: **\$215** (\$18.38/day)

SAGE PM CARE ONLY

(3:30-6:00PM at School Site)

Days Attending **M T W R F**
Members: **\$225** (\$19.23/day)
Program Members: **\$269** (\$22.99/day)

SAGE AM & PM CARE

(6:45-9:00AM & 3:30-6:00PM at School Site)

Days Attending **M T W R F**
Members: **\$375** (\$32.05/day)
Program Members: **\$447** (\$38.20/day)

ELMS

(2:40-6:00PM at YMCA)

Days Attending **M T W R F**
Members: **\$265** (\$22.65/day)
Program Members: **\$331** (\$28.29/day)

PLEASE NOTE: Prices listed are **MONTHLY** and based on **183 School Days**

If you have another child attending the SAGE program AM & PM Full Time, a 10% sibling discount will be applied to that child.

Use account on file: Last 4 Digits of Card/Account: _____ Signature: _____

CHILD'S START DATE _____

Please write specific date.

(must be at least **3 business days** from date of registration)

A Bus Transportation Form **MUST** be filled out and returned to the Transportation Department.

If your child is a student at Moran Middle School, they will be bused to the YMCA ELMS After School Program by Durham School Services. By signing below, you authorize this transportation service.

PLEASE READ CAREFULLY BEFORE SIGNING. SIGNATURE IS REQUIRED FOR APPLICATION.

- I will provide an up-to-date immunization record and health examination form prior to my child's start date.
- Tuition payments are due monthly by the 5th of the month. A \$25 late fee will be assessed to past due accounts and your child's enrollment in the program will be jeopardized.
- I give permission for the program to use without limitation or obligation my child's photograph or film footage, which may include images or voice recordings on social media and in YMCA promotional materials.
- I agree that the Wallingford Family YMCA participant will uphold and abide by the rules and regulations adopted by the Wallingford Family YMCA and the SAGE/ELMS Program and I recognize that they reserve the right to dismiss or suspend the participants at any time if, in the judgment of the Director of the program, such action is in the best interest of the program.
- I do hereby assume full responsibility for any and all damages, injuries, or losses that my child may sustain or incur, if any, while attending or participating in the SAGE/ELMS program, whether on or off-site. I/we hereby waive all claims against the Wallingford Family YMCA, its agents, staff, or partners of said program, individually, or otherwise, for any and all claims for injuries or damages that my child may sustain. I/We understand that there is a risk of injury associated with participation in any YMCA program and I/we certify that my child is in good physical condition and has no disabilities or other ailments that might hamper his/her participation.
- I give permission for emergency medical care, emergency surgery and/or anesthesia to be administered to my child in the event that I can not be reached. Should my child need to be transported to any Emergency Room, I give permission for an ambulance to be called and will be responsible for payment of this transportation.
- I give permission for my child to attend field trips to Doolittle Park, the Rotary/YMCA Teen Center, the YMCA KinderHouse, and the Wallingford Family YMCA for activities. I understand that my child will walk to and from each activity. **(ELMS ONLY)**

I, the undersigned, swear that the information provided in this application is true as of the date noted. I agree to notify the YMCA in writing immediately if any information on this application changes while my/our child is in the YMCA SAGE/ELMS Program.

PRINTED NAME

SIGNATURE

DATE

PRINTED NAME

SIGNATURE

DATE

DRAFT FORM

WALLINGFORD FAMILY YMCA MONTHLY DRAFT AUTHORIZATION

FOR STAFF USE ONLY

____ STAFF ____ DATE

NEW CHANGE

MEMBER/PARTICIPANT NAME _____

PHONE _____

EMAIL _____

DRAFT FOR MEMBERSHIP CHILD CARE CAMP CSC SWIM TEAM PRIVATE LESSONS PT

SAVINGS OR CHECKING ACCOUNT

NAME _____
(AS IT APPEARS ON ACCOUNT)

BANK NAME _____

ROUTING # _____

ACCOUNT # _____

I authorize the Wallingford Family YMCA to access my checking or savings account for my monthly dues payment. I understand that the payment will be electronically transferred monthly from my account to the Wallingford Family YMCA.

A voided check must accompany the above information

SIGNATURE OF ACCOUNT HOLDER

CREDIT/DEBIT CARD

NAME _____
(AS IT APPEARS ON CARD)

AMEX VISA MASTERCARD DISCOVER

____ - ____ - ____ - ____ - ____ - ____

EXPIRATION DATE _____

I authorize the Wallingford Family YMCA to access my credit card for my monthly dues payment. It is understood that the sending of a pre-authorized payment to the designated account as said payment becomes due, constitutes valid notice of such payment due on this account. When my issuing bank authorizes this transaction by charging the designated account, such an authorization will serve as a receipt for the payment.

SIGNATURE OF CARD HOLDER

WALLINGFORD FAMILY YMCA MONTHLY DRAFT AGREEMENT

1. I understand that the draft authorizes a perpetual month to month payment from the above account. For membership payments, this draft does not expire and therefore automatically renews monthly. For camp, swim team, child care and personal training payments, this draft ends at the completion of the program. For Community Support Campaign payments, the draft ends at the receipt of your total gift amount.
2. If I wish to cancel or change my pre-authorized draft, a new **Draft Form** must be received by the Wallingford Family YMCA two (2) weeks before the next draft. If I wish to cancel my membership, the **Termination Form** must be received by the Wallingford Family YMCA on or before the 10th of the month to take effect the following month. All membership cards will be required to be turned in when the membership terminates. These forms are available at the Welcome Center or online at www.wallingfordymca.org.
3. Should any draft not be honored by my bank/credit card company for any reason, I realize that I am still responsible for payment and the following processing fees will be charged to my account: \$15 for membership & personal training drafts and \$25 for child care & camp drafts. If I fail to make the required payment, my membership or child care/camp spot may be revoked.
4. The Wallingford Family YMCA reserves the right to cancel my draft for which a draft is returned two (2) consecutive months or three (3) times over a six (6) month period. The Wallingford Family YMCA is not obligated to offer the draft option to anyone whose draft has been previously revoked.
5. The YMCA, at its discretion, may adjust the monthly rate for membership, personal training, child care & camp payments. Members & Program Members receive at least 30 days notice prior to any change.
6. I agree to immediately notify the Wallingford Family YMCA of any changes in my credit or bank account information that may affect payment of my draft.

YOUR STATEMENT WILL SHOW A CHARGE FROM "YOUNG MEN'S CHRISTIAN ASSOCIATION".

I HAVE READ AND UNDERSTAND THE ABOVE TERMS AND DURATION OF THE AGREEMENT

SIGNATURE

DATE



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MONTHLY SAGE PAYMENT POLICY

Monthly payments are calculated by 183 days of school. We multiply the daily rate by 183 days and divide it into 10 equal months. **You will pay 10 equal months from September – June.**

If you withdrawal before June, you will be responsible for the number of days in the months that your child was enrolled. If your current payments do not cover the months attended, then you will be responsible for the difference. Two weeks notice is require for withdrawals. For example, if your child is a member and enrolled 5 days a week for AM Only Care, the rate is \$244 per month, or \$13.33 per day. If you leave as of December, you will have paid \$976. As your child was enrolled for 78 days, you would owe an additional \$63.47 for the days attended - $\$13.33 \text{ (Daily Rate)} \times 78 \text{ (Days Attended)} = 1,039.74$ (Total Due) - $\$976 \text{ (Monthly Payment)} = \$63.47 \text{ (Remainder Due)}$.

STATEMENTS

Monthly child care tuition statements are distributed the last week of each month. This statement includes the monthly charge for the upcoming month.

PAYMENTS

Payments are due the 1st of each month. You can pay through automatic draft, by mail or in person at the Welcome Center.

AUTOMATIC DRAFT: Drafts are processed on the 5th of each month by a checking account or credit card.

IN PERSON: You are responsible to make your payment by the 5th of each month at the YMCA. The YMCA is open 7 days a week.

BY MAIL: Payment can be mailed to:

Wallingford Family YMCA
ATTN: Child Care Billing
81 S Elm Street
Wallingford CT 06492

Payments received after the 5th of the month are considered PAST DUE. A written notification and a late fee of \$25 will be applied to your balance. Your child/ren may not return to the program until full payment has been received.

Child care accounts MUST be current prior to enrolling in any other YMCA programs.

FINANCIAL ASSISTANCE

Financial assistance is available through the Wallingford Family YMCA and the State of Connecticut's Care 4 Kids program. Applications are available at the YMCA Welcome Center.

WALLINGFORD FAMILY YMCA

CHILD CARE BILLING
81 S Elm Street, Wallingford CT 06492
P 203 269 4497 x114 F 203 284 0572 www.wallingfordymca.org



State of Connecticut Department of Education

Health Assessment Record



To Parent or Guardian:

In order to provide the best educational experience, school personnel must understand your child's health needs. This form requests information from you (Part I) which will also be helpful to the health care provider when he or she completes the medical evaluation (Part II).

State law requires complete primary immunizations and a health assessment by a legally qualified practitioner of medicine, an advanced practice registered nurse or registered nurse, licensed pursuant to chapter 378, a physi-

cian assistant, licensed pursuant to chapter 370, a school medical advisor, or a legally qualified practitioner of medicine, an advanced practice registered nurse or a physician assistant stationed at any military base prior to school entrance in Connecticut (C.G.S. Secs. 10-204a and 10-206). An immunization update and additional health assessments are required in the 6th or 7th grade and in the 9th or 10th grade. Specific grade level will be determined by the local board of education. This form may also be used for health assessments required every year for students participating on sports teams.

Please print

Student Name (Last, First, Middle)	Birth Date	<input type="checkbox"/> Male <input type="checkbox"/> Female
Address (Street, Town and ZIP code)		
Parent/Guardian Name (Last, First, Middle)	Home Phone	Cell Phone
School/Grade	Race/Ethnicity	<input type="checkbox"/> Black, not of Hispanic origin
Primary Care Provider	<input type="checkbox"/> American Indian/ Alaskan Native	<input type="checkbox"/> White, not of Hispanic origin
	<input type="checkbox"/> Hispanic/Latino	<input type="checkbox"/> Asian/Pacific Islander
		<input type="checkbox"/> Other
Health Insurance Company/Number* or Medicaid/Number*		
Does your child have health insurance?	Y N	If your child does not have health insurance, call 1-877-CT-HUSKY
Does your child have dental insurance?	Y N	

* If applicable

Part I — To be completed by parent/guardian.

Please answer these health history questions about your child before the physical examination.

Please circle **Y** if "yes" or **N** if "no." Explain all "yes" answers in the space provided below.

Any health concerns	Y N	Hospitalization or Emergency Room visit	Y N	Concussion	Y N
Allergies to food or bee stings	Y N	Any broken bones or dislocations	Y N	Fainting or blacking out	Y N
Allergies to medication	Y N	Any muscle or joint injuries	Y N	Chest pain	Y N
Any other allergies	Y N	Any neck or back injuries	Y N	Heart problems	Y N
Any daily medications	Y N	Problems running	Y N	High blood pressure	Y N
Any problems with vision	Y N	"Mono" (past 1 year)	Y N	Bleeding more than expected	Y N
Uses contacts or glasses	Y N	Has only 1 kidney or testicle	Y N	Problems breathing or coughing	Y N
Any problems hearing	Y N	Excessive weight gain/loss	Y N	Any smoking	Y N
Any problems with speech	Y N	Dental braces, caps, or bridges	Y N	Asthma treatment (past 3 years)	Y N
Family History				Seizure treatment (past 2 years)	Y N
Any relative ever have a sudden unexplained death (less than 50 years old)		Y N		Diabetes	Y N
Any immediate family members have high cholesterol		Y N		ADHD/ADD	Y N

Please explain all "yes" answers here. For illnesses/injuries/etc., include the year and/or your child's age at the time.

Is there anything you want to discuss with the school nurse? Y N If yes, explain:

Please list any **medications** your child will need to take **in** school:

*All medications taken in school require a separate **Medication Authorization Form** signed by a health care provider and parent/guardian.*

I give permission for release and exchange of information on this form between the school nurse and health care provider for confidential use in meeting my child's health and educational needs in school.

Signature of Parent/Guardian

Date

Part II — Medical Evaluation

HAR-3 REV. 4/2017

Health Care Provider must complete and sign the medical evaluation and physical examination

Student Name _____ Birth Date _____ Date of Exam _____

I have reviewed the health history information provided in Part I of this form

Physical Exam

Note: *Mandated Screening/Test to be completed by provider under Connecticut State Law

*Height _____ in. / _____% *Weight _____ lbs. / _____% BMI _____ / _____% Pulse _____ *Blood Pressure _____ / _____

	Normal	Describe Abnormal	Ortho	Normal	Describe Abnormal
Neurologic			Neck		
HEENT			Shoulders		
*Gross Dental			Arms/Hands		
Lymphatic			Hips		
Heart			Knees		
Lungs			Feet/Ankles		
Abdomen			*Postural <input type="checkbox"/> No spinal abnormality <input type="checkbox"/> Spine abnormality: <input type="checkbox"/> Mild <input type="checkbox"/> Moderate <input type="checkbox"/> Marked <input type="checkbox"/> Referral made		
Genitalia/ hernia					
Skin					

Screenings

*Vision Screening	*Auditory Screening	History of Lead level ≥ 5µg/dL <input type="checkbox"/> No <input type="checkbox"/> Yes	Date
Type: <u>Right</u> <u>Left</u>	Type: <u>Right</u> <u>Left</u>		
With glasses 20/ 20/	<input type="checkbox"/> Pass <input type="checkbox"/> Pass	*HCT/HGB:	
Without glasses 20/ 20/	<input type="checkbox"/> Fail <input type="checkbox"/> Fail	*Speech (school entry only)	
<input type="checkbox"/> Referral made	<input type="checkbox"/> Referral made	Other:	

TB: High-risk group? No Yes PPD date read: _____ Results: _____ Treatment: _____

*IMMUNIZATIONS

Up to Date or Catch-up Schedule: **MUST HAVE IMMUNIZATION RECORD ATTACHED**

*Chronic Disease Assessment:

Asthma No Yes: Intermittent Mild Persistent Moderate Persistent Severe Persistent Exercise induced
 If yes, please provide a copy of the **Asthma Action Plan** to School

Anaphylaxis No Yes: Food Insects Latex Unknown source

Allergies If yes, please provide a copy of the **Emergency Allergy Plan** to School

History of Anaphylaxis No Yes Epi Pen required No Yes

Diabetes No Yes: Type I Type II

Other Chronic Disease:

Seizures No Yes, type: _____

This student has a developmental, emotional, behavioral or psychiatric condition that may affect his or her educational experience.

Explain: _____

Daily Medications (specify): _____

This student may: participate fully in the school program

participate in the school program with the following restriction/adaptation: _____

This student may: participate fully in athletic activities and competitive sports

participate in athletic activities and competitive sports with the following restriction/adaptation: _____

Yes No Based on this comprehensive health history and physical examination, this student has maintained his/her level of wellness.

Is this the student's medical home? Yes No I would like to discuss information in this report with the school nurse.

Signature of health care provider MD / DO / APRN / PA

Date Signed

Printed/Stamped **Provider** Name and Phone Number

Immunization Record

To the Health Care Provider: Please complete and initial below.

Vaccine (Month/Day/Year) Note: *Minimum requirements prior to school enrollment. At subsequent exams, note booster shots only.

	Dose 1	Dose 2	Dose 3	Dose 4	Dose 5	Dose 6
DTP/DTaP	*	*	*	*		
DT/Td						
Tdap	*				Required 7th-12th grade	
IPV/OPV	*	*	*			
MMR	*	*			Required K-12th grade	
Measles	*	*			Required K-12th grade	
Mumps	*	*			Required K-12th grade	
Rubella	*	*			Required K-12th grade	
HIB	*				PK and K (Students under age 5)	
Hep A	*	*			See below for specific grade requirement	
Hep B	*	*	*		Required PK-12th grade	
Varicella	*	*			Required K-12th grade	
PCV	*				PK and K (Students under age 5)	
Meningococcal	*				Required 7th-12th grade	
HPV						
Flu	*				PK students 24-59 months old – given annually	
Other						

Disease Hx _____
of above (Specify) _____ (Date) _____ (Confirmed by) _____

Exemption: Religious _____ **Medical:** Permanent _____ Temporary _____ **Date:** _____

Renew Date: _____

**Religious exemption documentation is required upon school enrollment and then renewed at 7th grade entry.
 Medical exemptions that are temporary in nature must be renewed annually.**

Immunization Requirements for Newly Enrolled Students at Connecticut Schools (as of 8/1/17)

KINDERGARTEN THROUGH GRADE 6

- DTaP: At least 4 doses, with the final dose on or after the 4th birthday; students who start the series at age 7 or older only need a total of 3 doses of tetanus-diphtheria containing vaccine.
- Polio: At least 3 doses, with the final dose on or after the 4th birthday.
- MMR: 2 doses at least 28 days apart, with the 1st dose on or after the 1st birthday.
- Hib: 1 dose on or after the 1st birthday (children 5 years and older do not need proof of vaccination).
- Pneumococcal: 1 dose on or after the 1st birthday (children 5 years and older do not need proof of vaccination).
- Hep A: 2 doses given six months apart, with the 1st dose on or after the 1st birthday. See “HEPATITIS A VACCINE 2 DOSE REQUIREMENT PHASE-IN DATES” column at the right for more specific information on grade level and year required.
- Hep B: 3 doses, with the final dose on or after 24 weeks of age.
- Varicella: 2 doses, with the 1st dose on or after the 1st birthday or verification of disease.**

GRADES 7 THROUGH 12

- Tdap/Td: 1 dose of Tdap required for students who completed their primary DTaP series; for students who start the series at age 7 or older a total of 3 doses of tetanus-diphtheria containing vaccines are required, one of which must be Tdap.
- Polio: At least 3 doses, with the final dose on or after the 4th birthday.
- MMR: 2 doses at least 28 days apart, with the 1st dose on or after the 1st birthday.
- Meningococcal: 1 dose
- Hep B: 3 doses, with the final dose on or after 24 weeks of age.
- Varicella: 2 doses, with the 1st dose on or after the 1st birthday or verification of disease.**
- Hep A: 2 doses given six months apart, with the 1st dose on or after the 1st birthday. See “HEPATITIS A VACCINE 2 DOSE REQUIREMENT PHASE-IN DATES” column at the right for more specific information on grade level and year required.

HEPATITIS A VACCINE 2 DOSE REQUIREMENT PHASE-IN DATES

- August 1, 2017: Pre-K through 5th grade
- August 1, 2018: Pre-K through 6th grade
- August 1, 2019: Pre-K through 7th grade
- August 1, 2020: Pre-K through 8th grade
- August 1, 2021: Pre-K through 9th grade
- August 1, 2022: Pre-K through 10th grade
- August 1, 2023: Pre-K through 11th grade
- August 1, 2024: Pre-K through 12th grade

** **Verification of disease:** Confirmation in writing by an MD, PA, or APRN that the child has a previous history of disease, based on family or medical history.

Note: The Commissioner of Public Health may issue a temporary waiver to the schedule for active immunization for any vaccine if the National Centers for Disease Control and Prevention recognizes a nationwide shortage of supply for such vaccine.