

NATIONAL IMMUNIZATION PROGRAM (CVE)

Provides national leadership for the planning, coordination, and conduct of Federal, State, and local immunization activities. In carrying out this mission, the National Immunization Program: (1) provides consultation, training, statistical, promotional, educational, epidemiological, and other technical services to assist and stimulate State and local health departments in the planning, development, implementation, and overall improvement of programs for the prevention, control, and eventual eradication of designated serious diseases for which effective immunizing agents are available; (2) supports the establishment of vaccine supply contracts for vaccine distribution to State and local immunization programs; (3) assists state and local health departments in developing vaccine information management systems to facilitate identification of children who need vaccination and help parents and providers assure that all children are immunized at the appropriate age, assess immunization levels at State and local levels, and monitor the safety and efficacy of vaccines by linking vaccine administration information with adverse event reporting and disease outbreak patterns; (4) administers research and operational programs for the prevention and control of vaccine-preventable diseases; (5) supports a nationwide framework for effective surveillance of designated diseases for which effective immunizing agents are available; (6) supervises State and local assignees working on immunization activities. (Approved 10/23/1993)

Office of the Director (CVE1)

(1) Manages, directs, and coordinates the activities of the Program; (2) provides leadership and guidance in policy formulation, program planning and development, program management, and operations of the Program; (3) identifies needs and resources for new initiatives and assigns responsibilities for their development; (4) prepares, reviews, and coordinates informational and programmatic documents; (5) oversees the Program's activities and expenditures; (6) assures the overall quality of the science conducted by the Program; (7) assures the overall success of the Program's Comprehensive Childhood Immunization Initiative (CCII); (8) plans, directs, and sets forth national policy regarding the overall activities concerning information systems development, data management, statistical analysis and survey design; (9) provides epidemiologic and program direction in the areas of policy development, research, international activities, and CCII; (10) recruits, assigns, and provides career development for field assignees; (11) provides administrative, fiscal, and information services for Program activities; (12) serves as the principal CDC focus for liaison and coordination with other Department of Health and Human Services operating Divisions and Staff Offices, Federal agencies, State, and local health authorities, and public and private organizations concerned with immunization activities; and (13) creates and executes information science and technology strategic plans to provide the Program with related services (e.g., hardware/software consultation, database development and management, etc.) and ensures compliance with CDC IT infrastructure and requirements. (Approved 4/28/2005)

Epidemiology and Surveillance Division (CVEC)

(1) Directs all Program activities regarding epidemiology, national surveillance, research and technical consultation for pertussis, diphtheria, tetanus, polio, measles, mumps, rubella, varicella, rotavirus, smallpox, and the vaccines and toxoids to prevent these diseases, has the lead responsibility for immunization safety, and takes an active role in the development of immunization policy and vaccine recommendations in the United States; (2) collaborates with other CDC CIOs in epidemiologic and national surveillance activities for influenza and pneumococcal disease; (3) provides medical and epidemiologic expertise and collaborates with other CDC CIOs in developing strategies to enhance immunization coverage of adults, including influenza, pneumococcal, hepatitis A and B, measles, mumps, rubella, and varicella vaccines, and combined tetanus and diphtheria toxoids; (4) directs national surveillance of diphtheria, pertussis, tetanus, polio, *Haemophilus influenzae* type b, measles, mumps, rubella, congenital rubella, varicella, complications arising from these diseases, and adverse events following vaccination; (5) develops strategies for designated national and international vaccine-preventable disease control programs and/or disease elimination activities; (6) provides epidemic aid in collaboration with other CDC CIOs, during outbreaks of vaccine-preventable diseases and consultation to State and local health departments and to foreign countries on these diseases and their prevention; (7) provides consultation and assistance to public health professionals on vaccine-preventable diseases, vaccines, and biological products; (8) directs epidemiologic research to evaluate the efficacy, safety, and cost effectiveness of vaccines, and to study aspects of vaccine-preventable diseases relevant to immunization practice; (9) provides scientific and administrative support for the Advisory Committee on Immunization Practices in the development of vaccine policies and recommendations. (Approved 7/29/2005)

Bacterial Vaccine Preventable Diseases Branch (CVECB)

(1) Conducts epidemiologic research and provides medical expertise on bacterial vaccine-preventable diseases, including diphtheria, pertussis, *Haemophilus influenzae* type b, tetanus, meningitis, anthrax, and pneumococcal disease; (2) provides consultation on the use of vaccines and toxoids recommended to prevent these diseases; (3) provides consultation and support to State and local health departments in the investigation of epidemics and other problems associated with bacterial vaccine-preventable diseases, and recommends appropriate control measures; (4) conducts national surveillance and prepares and distributes surveillance information for diphtheria, pertussis, tetanus, and *Haemophilus influenzae* type b disease; (5) in collaboration with other CDC CIOs, conducts national surveillance of pneumococcal disease; (6) analyzes and prepares information and statements for the Advisory Committee on Immunization Practices and other advisory committees on diphtheria, pertussis, *Haemophilus influenzae* type b, tetanus, anthrax, and pneumococcal disease; (7) evaluates the effectiveness of activities to prevent bacterial vaccine-preventable diseases; (8) conducts epidemiologic studies to determine efficacy and safety of vaccines and toxoids recommended to prevent bacterial vaccine-preventable diseases; (9) prepares and reviews articles based on study findings for publication in professional journals, and makes presentations at professional conferences; (10) provides scientific support to other CDC CIOs in the development of effective communications and techniques to prevent bacterial vaccine-preventable diseases; (11) collaborates with the WHO, the Pan American Health Organization, as well as other national and international agencies on investigating bacterial vaccine-preventable disease outbreaks, conducting surveillance and epidemiologic research, and developing strategies for the

prevention and elimination of bacterial vaccine-preventable diseases. (Approved 9/12/2002)

Viral Vaccine Preventable Diseases Branch (CVECC)

(1) Conducts epidemiologic research and provides medical expertise on viral vaccine-preventable diseases, including measles, mumps, rubella, polio, varicella, influenza, rotavirus, and smallpox; (2) provides consultation on the use of vaccines recommended to prevent these diseases; (3) provides consultation and support to State and local health departments in the investigation of epidemics and other problems associated with viral vaccine-preventable diseases, and recommends appropriate control measures; (4) conducts national surveillance and prepares and distributes surveillance information for measles, mumps, rubella, polio, and varicella; (5) in collaboration with other CDC CIOs, conducts national surveillance of influenza and evaluates suspected smallpox cases; (6) analyzes and prepares information and statements for the Advisory Committee on Immunization Practices and other advisory committees on measles, mumps, rubella, polio, varicella, influenza, rotavirus, and smallpox disease; (7) evaluates the effectiveness of activities to prevent viral vaccine-preventable diseases; (8) conducts epidemiologic studies to determine efficacy and safety of vaccines recommended to prevent viral vaccine-preventable diseases; (9) prepares and reviews articles based on study findings for publication in professional journals, and makes presentations at professional conferences; (10) provides scientific support to other CDC CIOs in the development of effective communications and techniques to prevent viral vaccine-preventable diseases; (11) collaborates with the WHO, the Pan American Health Organization, as well as other national and international agencies on investigating viral vaccine-preventable disease outbreaks, conducting surveillance and epidemiologic research, and developing strategies for the prevention and elimination of viral vaccine-preventable diseases. (Approved 9/12/2002)

Immunization Services Division (CVED)

(1) Provides technical and administrative assistance to State and local health departments and other organizations in the implementation of immunization programs; (2) supervises public health advisor field staff; (3) implements the Vaccines for Children Program and ensures appropriate management of the Federal vaccine contracts; (4) conducts operational research demonstration projects designed to test different hypotheses and various interventions to improve vaccine coverage among specific target groups; (5) collaborates with relevant Federal, State, and local health agencies, such as the National Vaccine Program, Administration for Children and Families (specifically Aid to Families with Dependent Children), the Department of Agriculture (specifically the Women, Infants, and Children Supplemental Foods Program), and the Health Resources and Services Administration, Bureau of Primary Health Care (BPHC), on all immunization issues related to the populations they serve; (6) provides operational and programmatic assistance to State and local health departments and other organizations seeking to implement proven interventions and initiatives; (7) works with non-governmental organizations, such as community-based organizations and national minority organizations, to determine the most effective methods of serving racial/ethnic minority and other populations at increased risk of vaccine-preventable diseases; (8) collaborates with other Divisions, CIOs, PHS and DHHS as necessary to accomplish goals of the Program; (9) makes recommendations through the NIP Office of the Director to the Procurement and Grants Office (PGO), on all grantee funding

requests; (10) plans and directs all informational, educational, promotional, mobilization, and training activities of the Program. (Approved 4/19/1994)

Education, Information and Partnership Branch (CVEDB)

(1) Provides leadership in identification of training and education needs and in development, implementation, delivery and evaluation of education and training programs and materials for health care providers and the general public to improve knowledge and influence changes and attitudes to reduce vaccine-preventable diseases across the lifespan; (2) establishes and maintains internal and external partnerships to share ideas and best practices programs, ensure consistency of national immunization messages, and minimize duplicative efforts; (3) develops plans to address emerging and future education and training, information and collaboration needs in support of program goals; (4) promotes the application of new technologies to enhance distance learning and communication; (5) develops policy and procedures that utilize appropriate technology and resources for information and dissemination management; (6) provides immunization publications, materials, information and awareness campaigns using a broad range of communication and distribution strategies ranging from one-on-one contact, the National Immunization Information Hotline, trade shows and national conferences, and the Internet; (7) establishes communications networks with local, state and national organizations involved in promoting VPD related training and information to health care providers and the general public; (8) manages the continuing education application and award process for educational and training course offerings. (Approved 3/26/2002)

Program Operations Branch (CVEDC)

(1) Provides technical and management information, training, and support to State and local immunization programs; (2) provides program consultative and project officer support; (3) contributes information and materials needed to develop national program policy; (4) assists State and local immunization programs to conduct provider quality assurance and assess immunization coverage; (5) recommends to grantees changes in policies and activities that will result in increases in immunization coverage levels; (6) assists State and local health departments in implementing key strategies in pockets of need areas and the Standards for Pediatric and Adult Immunization Practices; (7) assists States in implementing the perinatal hepatitis B prevention program; (8) assists States in implementing and evaluating new vaccines; (9) participates in NIP-wide efforts to develop tools and materials intended to support State and local immunization programs; (10) collects, compiles, and analyzes information to enhance the ability of NIP to provide technical support to State and local immunization programs; (11) collaborates with epidemiologists and State and local immunization programs in designing and executing operational research projects; (12) makes recommendations through the NIP Office of the Director to the Procurement and Grants Office on all grantee funding requests and other grant actions; (13) ensures that immunization grant funds awarded to grantees are expended in an appropriate manner; (14) oversees the performance and development of Federal direct assistance assignees to State/local immunization programs and determines changes in staffing and assignments; (15) monitors progress toward national goals by State and local immunization programs; and (16) develops and maintains liaison with, and support of, appropriate external organizations. (Approved 3/26/2002)

Program Support Branch (CVEDD)

(1) Implements the Vaccines for Children Program; (2) collaborates with PGO to negotiate vaccine contracts; (3) interacts with States to ensure an adequate supply of vaccine is provided for eligible children; (4) provides programmatic assistance and project officer oversight to special or new operational research demonstration projects and initiatives; (5) conducts overall evaluative research on immunization activities conducted by State and local health departments and other activities involved in receipt of general immunization resources; (6) collaborates with POB and other relevant Federal, State, and local health agencies on the operational research issues related to the populations they serve and the scientific evaluation of immunization delivery systems; (7) provides operational and technical expertise to State and local health departments and other groups attempting to implement immunization interventions and initiatives. (Approved 11/7/1995)

Health Services Research and Evaluation Branch (CVEDE)

(1) Provides scientific expertise on programmatic issues and serves as a focal point for health services research; (2) conducts Branch originated research and evaluations; (3) manages health services research projects and evaluations; (4) collaborates within the Division and NIP to maintain a health services research and evaluation agenda that will identify and prioritize new knowledge needs and program evaluation needs; (5) collaborates on the implementation of the perinatal hepatitis initiative with the Hepatitis Branch, NCID, and NIP Divisions; (6) implements adolescent immunization initiative in collaboration with other ISD branches and NIP divisions; (7) collaborates with the Adult Vaccine-Preventable Disease Branch to conduct and manage adult-targeted health services research and evaluation; (8) collaborates with other ISD branches and NIP divisions on program-based study teams; (9) provides scientific support on health services issues to external advisory organizations, including the National Vaccine Advisory Committee and the Advisory Committee on Immunization Practices; (10) collaborates with other federal agencies on immunization-related health services research and evaluations; (11) presents research findings at national meetings and publishes research findings in scientific journals; (12) coordinates with other NIP Divisions to assist State and local immunization programs to develop, implement, and evaluate strategies to prevent, control, and terminate outbreaks and epidemics; (13) coordinates with other NIP units to assist international health agencies and immunization programs to develop, implement, and evaluate strategies to prevent, control, and terminate outbreaks and epidemics. (Approved 9/23/1997)

Immunization Registry Support Branch (CVEDG)

(1) Provides quality assurance for each program study, survey, and surveillance system evaluation of immunization registries at the state and local level to build an infrastructure to raise and sustain immunization coverage in children; (2) facilitates information flow among Program, divisions, grantees, professional organizations, and private contractors regarding immunization registry systems development through regular conference calls, clearinghouse function, up-to-date web sites, and an annual national conference; (3) establishes complex health and technical functional specifications and standards for immunization registry systems developed by state and

local health department personnel and commercial software developers to be used throughout public and private health delivery systems; (4) acts as a catalyst to build the political and professional will and legal environment to facilitate the development and implementation of immunization registries; (5) fosters evidence-based enhancements of immunization registries through on-site standardized evaluations and promoting research that identifies factors associated with system success and failure; (6) promotes the secure, automated exchange of immunization records between immunization registries by fostering consensus on, and implementation of, the required protocols and standards; (7) advocates for immunization registries in the development and maintenance of public health data models and participates in the development of such data models; and (8) formulates long-range plans and proposals for future systems modifications, and facilitates the use of standards and expert guidance to assure national and international health information systems are responsive to agency and constituent needs. (Approved 4/28/2005)

Assessment Branch (CVEDH)

(1) Performs coding and editing, and arranges for data input either in-house or through an outside vendor; (2) collaborates with the National Center for Health Statistics, and other Centers as necessary, in the conduct of household probability surveys, random digit dialing surveys, and other types of surveys to measure immunization coverage; (3) collects, tabulates and analyzes immunization assessment data, including sample survey data, census counts at school entrance, monthly and/or quarterly vaccine administration reports, and the biologic reports from manufacturers; (4) designs sample surveys for epidemiologic investigations for childhood and adult vaccine-preventable diseases; (5) develops and maintains liaison with external groups regarding assessments; (6) directs the assessment of immunization levels for the national population and specific population sub-segments; (7) determines the most appropriate implementation procedure for data management activities operations for the NIS and NHIS Immunization coverage data; (8) provides documented data sets upon completion of studies and surveys; (9) establishes, implements, monitors, and maintains the standards and procedures for immunization-related data collection for data analysis for NIS data; and (10) establishes and evaluates data quality control measures to assure that all Program studies, surveys, and surveillance systems adhere to the established standards and procedures from data collection to the point of data analysis. (Approved 4/28/2005)

Global Immunization Division (CVEE)

Provides national leadership and coordination of the National Immunization Program (NIP) efforts to eradicate polio, control or eliminate measles, strengthen routine immunization programs, introduce new and under-utilized vaccines, and promote safe injection practices, in collaboration with the World Health Organization (WHO) and its regional offices, UNICEF, Rotary International, World Bank, USAID, American Red Cross, International Federation of Red Cross/Red Crescent Societies, UN Foundation, Bill and Melinda Gates Foundation, Path, other international organizations and agencies, and CDC Centers/Institute/Offices (CIOs); (2) provides short- and long-term consultation and technical assistance to WHO, UNICEF, and foreign countries involved in global immunization activities and participates in international advisory group meetings on immunization issues; (3) administers grants to WHO, PAHO,

UNICEF, and other international partners as appropriate for the provision of technical, programmatic, and laboratory support, and vaccine procurement for initiatives to support global immunization targets; (4) designs and participates in international research, monitoring, and evaluation projects to increase the effectiveness of immunization strategies as may be developed; (5) develops strategies to improve the technical skills and problem-solving abilities of program managers and health care workers in other countries; (6) refines strategies developed for the eradication or control of vaccine-preventable diseases in the Western Hemisphere for implementation in other parts of the world; (7) assists other countries in projects to improve surveillance for polio, measles, and other vaccine preventable diseases (VPDs), including development of computerized systems for disease monitoring; (8) assists WHO, UNICEF, and other partner organizations in strengthening global epidemiologic and laboratory surveillance for polio, measles, and other VPDs; (9) prepares articles based on findings for publication in international professional journals and presentation at international conferences; (10) collaborates with other countries, WHO, UNICEF, and advocacy groups, to ensure the availability of sufficient funds to purchase an adequate supply of polio, measles, and other vaccines, and funds for technical support, for use in eradication and control efforts; and (11) provides technical and operational leadership for CDC's activities in support of the Global Alliance for Vaccines and Immunization. (Approved 10/30/2001)

Office of the Director (CVEE1)

(1) Manages, directs, and coordinates the activities of the division; (2) provides leadership in policy formation, program planning and development, program management, and operations of the division; (3) identifies needs and resources for new initiatives and assigns responsibilities for their development; (4) oversees the division's activities and expenditures; (5) serves as the principal CDC focus for liaison and coordination on VPD programs with CDC CIOs, other federal agencies, international organizations, foreign governments, and other organizations concerned with global immunizations; (6) provides direct supervision for activities in support of the Global Alliance for Vaccines and Immunization (GAVI); and (7) serves as the Associate Director for Global Immunization Activities. (Approved 10/30/2001)

Global Measles Branch (CVEEB)

(1) Plans, coordinates, and directs technical and programmatic activities related to National Immunization Program (NIP) international efforts to control and eliminate measles, in collaboration with the World Health Organization (WHO) and its Regional Offices, UNICEF, USAID, American Red Cross, International Federation of Red Cross/Red Crescent Societies, UN Foundation, other international organizations and agencies, and other Centers/Institute/Offices (CIOs); (2) provides short- and long-term consultation and technical assistance to WHO, UNICEF, and foreign countries involved in the global control and elimination of measles and participates in international advisory group meetings regarding measles elimination; (3) designs and participates in international research, monitoring, and evaluation projects to increase the effectiveness of measles control and elimination strategies; (4) develops strategies to improve the technical skills and problem-solving abilities of program managers and health care workers in other countries; (5) refines strategies developed for the control and elimination of measles in the Western Hemisphere for implementation in other parts of the world; (6) assists other countries in

projects to improve surveillance for measles, polio, and other vaccine-preventable diseases, including development of computerized systems for disease monitoring; (7) assists WHO, UNICEF, and other partner organizations in strengthening global epidemiologic and laboratory surveillance for polio, measles, and other VPDs targeted for eradication; (8) prepares articles based on findings for publication in international professional journals and presentation at international conferences; (9) administers grants to UNICEF, PAHO and WHO for provision of technical, programmatic, and laboratory support, and vaccine procurement; (10) provides administrative and programmatic support to branch staff assigned outside of Atlanta; and (11) together with the Office of the Director, coordinates and implements advocacy activities with American Red Cross, International Federation of Red Cross, USAID, WHO, UNICEF, and other global partners to ensure the availability of adequate resources for global measles control and regional elimination activities. (Approved 10/31/2001)

Polio Eradication Branch (CVEEC)

(1) Plans, coordinates, and directs technical and programmatic activities related to National Immunization Program (NIP) efforts to eradicate polio, in collaboration with the World Health Organization (WHO) and its Regional Offices, UNICEF, Rotary International, USAID, International Federation of Red Cross/Red Crescent Societies, other international organizations and agencies, and other Centers/Institute/Offices (CIOs); (2) provides short- and long-term consultation and technical assistance to WHO, UNICEF, and foreign countries involved in the global eradication of polio and participates in international advisory group meetings regarding polio eradication; (3) designs and participates in international research, monitoring, and evaluation projects to increase the effectiveness of polio eradication strategies; (4) develops strategies to improve the technical skills and problem-solving abilities of program managers and health care workers in other countries; (5) refines strategies developed for the eradication of polio in the Western Hemisphere for implementation in other parts of the world; (6) assists other countries in projects to improve surveillance for polio, measles and other vaccine-preventable diseases, including development of computerized systems for disease monitoring; (7) assists WHO, UNICEF, and other partner organizations in strengthening global epidemiologic and laboratory surveillance for polio, measles, and other VPDs targeted for eradication; (8) prepares articles based on findings for publication in international professional journals and presentation at international conferences; (9) provides technical training as part of Division sponsored courses for staff of CDC, WHO, UNICEF, Rotary International, and other immunization partners; (10) administers grants to UNICEF and WHO for provision of technical, programmatic, and laboratory support, and vaccine procurement; (11) provides administrative and programmatic support to branch staff assigned outside of Atlanta; and (12) together with Office of the Director, coordinates and implements advocacy activities with Rotary International, USAID, WHO, UNICEF, and other global partners to ensure the availability of adequate resources for polio eradication activities. (Approved 10/30/2001)