

**E3 Vaccine Strategy, E3 Champions Challenge, Letter of Attestation**

Date: *[insert Date]*

Organization/Facility/Unit: [*insert Name and Location]*

From: *[insert Organization/Facility/Unit Leader Name/Title]*

To: [ihsmedsafety@ihs.gov](mailto:ihsmedsafety@ihs.gov)

Greetings.

I am writing to request recognition of the *[insert Name and Location of Organization/Facility/Unit]* as an IHS E3 Vaccine Champion!

As the *[insert Leader Title, e.g. CEO, Nursing Coordinator, Chief Pharmacist]* of the *[insert Organization/Facility/Unit]*, I am pleased to attest to the following criteria for recognition;

1. The team utilized the following vaccination metric: *[insert GPRA/I-Care/Other Embedded Metric],*
2. The targeted vaccine measures(s) was/were: *[insert ACIP-recommended individual/combination vaccine & age-group- bulleted, as appropriate],*
3. The 2022 vaccination baseline rate(s) recorded in *[insert GPRA/I-Care/Other Embedded Metric]* was/were: *[insert rate(s)- bulleted, as appropriate],*
4. The *[insert 2023, 2023, and/or 2025]* vaccination rate for this/these measures(s) was/were: *[insert GPRA/I-Care/Other Embedded Metric for the ACIP-recommended individual/combination vaccine rate(s)-bulleted, as appropriate].*

I am attaching *[insert policies and procedures, other process documents, operational narrative]*, with permission from my team to share these documents on the public-facing IHS website to cross-pollinate I/T/U facilities with our best practices and lessons learned.

On behalf of my team, I also *[select authorize/don’t authorize]* recognition on the IHS E3 Vaccine Strategy Virtual Wall of Champions.

Sincerely,

*[Organization/Facility/Unit Leader name/title]*