

Immunization Manual

For Schools, Preschools, and Child Care Centers

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Table of Contents

Manual Overview 4

Responsibilities..... 5

Vaccine Requirements..... 9

Immunization Records 13

Requirements for Special Types of Students..... 18

Required Annual Immunization Reporting..... 21

Required Parental Notification..... 23

Washington State Immunization Information System (IIS) 24

Disease Prevention and Control..... 26

Vaccine Recommendations for Staff 27

Additional Resources..... 29

List of Changes to this Manual..... 31

Manual Overview

The *Immunization Manual for Schools, Preschools, and Child Care Centers*¹ is a reference guide for school and child care staff who process Certificates of Immunization Status (CIS), complete immunization status reports, and answer questions from parents and guardians about immunization requirements for children. Many of you deal with immunizations every day and are expected to know a lot about them. This manual will help you.

Find the manual on the Department of Health's Office of Immunization and Child Profile Web site at: www.doh.wa.gov/SCCI. While you may want to print the manual and place it in a three-ring binder, we suggest you access it electronically so that you get the latest versions of the information, forms, and letters.

The manual can help you:

- Understand Washington State immunization requirements for children attending school, preschool, and child care.
- Work successfully with parents, school administrators, and healthcare providers regarding immunization regulations.
- Answer questions about the immunizations a child needs for school, preschool and child care.
- Prepare the required school and child care Annual Immunization Status Report.
- Report communicable diseases at your school, preschool, or child care to local public health officials.
- Work with public health officials to get susceptible children immunized during a disease outbreak.
- Understand vaccine-preventable diseases, their causes and symptoms, and how they spread.
- Find immunization resources.

¹ "Preschools and child cares" in this manual include: preschools and child care centers associated with public and private schools, Head Start/ECEAP programs, licensed in-home child care, licensed child care centers, and children's group homes.

Responsibilities

Many organizations and individuals have responsibilities for immunizing children and students in Washington State. See below for specific responsibilities.

Parents/Guardians

The responsibility for a child meeting immunization regulations falls to parents, including foster parents and guardians. Parents should keep accurate and up-to-date immunization records for their children. Parents must submit a complete [Certificate of Immunization Status \(CIS\)](#) to their child's school, preschool, or child care before the child can attend: [WAC 246-105-050](#).



Healthcare Providers

These licensed healthcare providers can prescribe vaccines:

- Medical Doctors (MD),
- Doctors of Osteopathy (DO),
- Naturopathic Doctors (ND),
- Licensed Physician's Assistants (PA),
- Nurse Practitioners (ARNP) with prescriptive authority,
- Pharmacists.

Healthcare providers are encouraged to immunize patients according to the most current United States Center for Disease Control (CDC) Advisory Committee on Immunization Practices (ACIP) recommended immunization schedules. Healthcare providers:

- Educate parents and guardians about communicable diseases and immunizations by giving them a current Vaccine Information Statement (VIS) for each vaccine administered.
- Give information on the benefits and risks of immunization to parents or guardians wanting to exempt (excuse) their child from immunization requirements. Healthcare providers licensed in Washington, including physicians (M.D.), physician assistants (P.A.), osteopaths (D.O.), naturopaths (N.D.), and advanced registered nurse practitioners (A.R.N.P.), can either sign the official Certificate of Exemption or write and sign a letter with the same information. Military personnel who are state-licensed physicians, naturopaths, or advanced registered nurses can also sign the exemption form or write a letter, if this is within the scope of their official duties.
- Must provide parents with a written record of immunizations administered, [RCW 28A.210.100](#). Providers with access can print the Certificate of Immunization Status (CIS) with the child's immunization history already filled out from the Washington State Immunization Information System (WAIIS). If a healthcare provider doesn't participate in the Immunization Information System, nurses and medical assistants may help parents fill out the CIS.

The HIPAA Privacy Rule permits providers to disclose proof of required immunizations to a school with agreement of the parent or guardian. The agreement may be obtained orally or in writing, and need not be signed or contain the other elements required in a formal, written HIPAA authorization. More information about the HIPAA Privacy rule and student immunizations can be found at: www.hhs.gov/hipaa/for-professionals/privacy/guidance/student-immunizations/index.html.

School, Preschool, and Child Care Staff

Administrators in these facilities have final responsibility when it comes to immunization compliance. It is the duty of the administrator, by law, [RCW 28A.210.120](#), to exclude children from school, preschool, or child care if they do not meet immunization requirements.

Administrators may designate other staff to do immunization compliance tasks, such as nurses, health assistants, secretaries, or volunteers. Schools, preschools and child cares should have and follow policies to protect confidential information such as immunization records.

The following immunization compliance tasks are the responsibility of schools, preschools, and child cares:

- Review the Certificate of Immunization Status (CIS) to ensure correct and complete records.
- Create a filing system for the required CIS, such as alphabetizing by grade level, name, or other system to make it easier to keep the CIS up to date.
- Identify students who are missing required immunizations and contact parents for follow-up.
- Exclude children who do not meet the immunization requirements.
- Identify and keep a list of susceptible students (students with an exemption or missing doses) to use in the event of a disease outbreak.
- Teach staff and parents about the importance of getting immunized, and
- Follow state immunization laws and school requirements. Links to the applicable RCW's and WACs can be found at: www.doh.wa.gov/SCCI.

Local Health Jurisdictions

Several local health jurisdictions (LHJs) administer immunizations. Some also give out Certificates of Immunization Status (CIS) and other forms, as well as materials about communicable disease and immunization rules. Public health officials have the responsibility to work with schools, preschools, and child cares to prevent and control outbreaks of diseases that vaccines can prevent. They also work with local healthcare providers to increase low or maintain high immunization levels in their communities. In the event of a disease outbreak, the Health Officer of the LHJ is the only person with the authority to exclude children from school, preschool or child care. This website has links to local health department websites and contact information:

www.doh.wa.gov/AboutUs/PublicHealthSystem/LocalHealthJurisdictions

State Agencies

Department of Health

The Office of Immunization and Child Profile at the Washington State Department of Health tracks immunization levels in the state as part of a federal requirement. Staff answer questions about the immunization requirements, and are a resource about vaccines and vaccine-preventable diseases. The office has the responsibility to develop the Certificate of Immunization Status (CIS) and Certificate of Exemption (COE) forms. Public health staff may review school, preschool, and child care facility immunization records to ensure they comply with state regulations, [RCW 28A.210.110](#). The Office works with others including:

- Office of the Superintendent of Public Instruction
- State Board of Health
- Department of Social and Health Services
- Local health jurisdictions
- Department of Early Learning
- Healthcare providers
- School nurses

If you have a disability and need this document in another format, please call 1-800-525-0127 (TDD/TTY 711).

State Board of Health

The State Board of Health (SBOH) has the authority to make immunization rules, including which immunizations children must have in order to enter school, preschool or child care, procedures for starting and complying with a schedule to achieve full immunization, and documentation of proof of immunization ([RCW 28A.210.140](#)).

State Board of Education

The State Board of Education has the authority to establish the rules governing the exclusion of students from private schools for failure to comply with the immunization requirements. ([Chapter 180-38 WAC](#))

Department of Children, Youth and Families

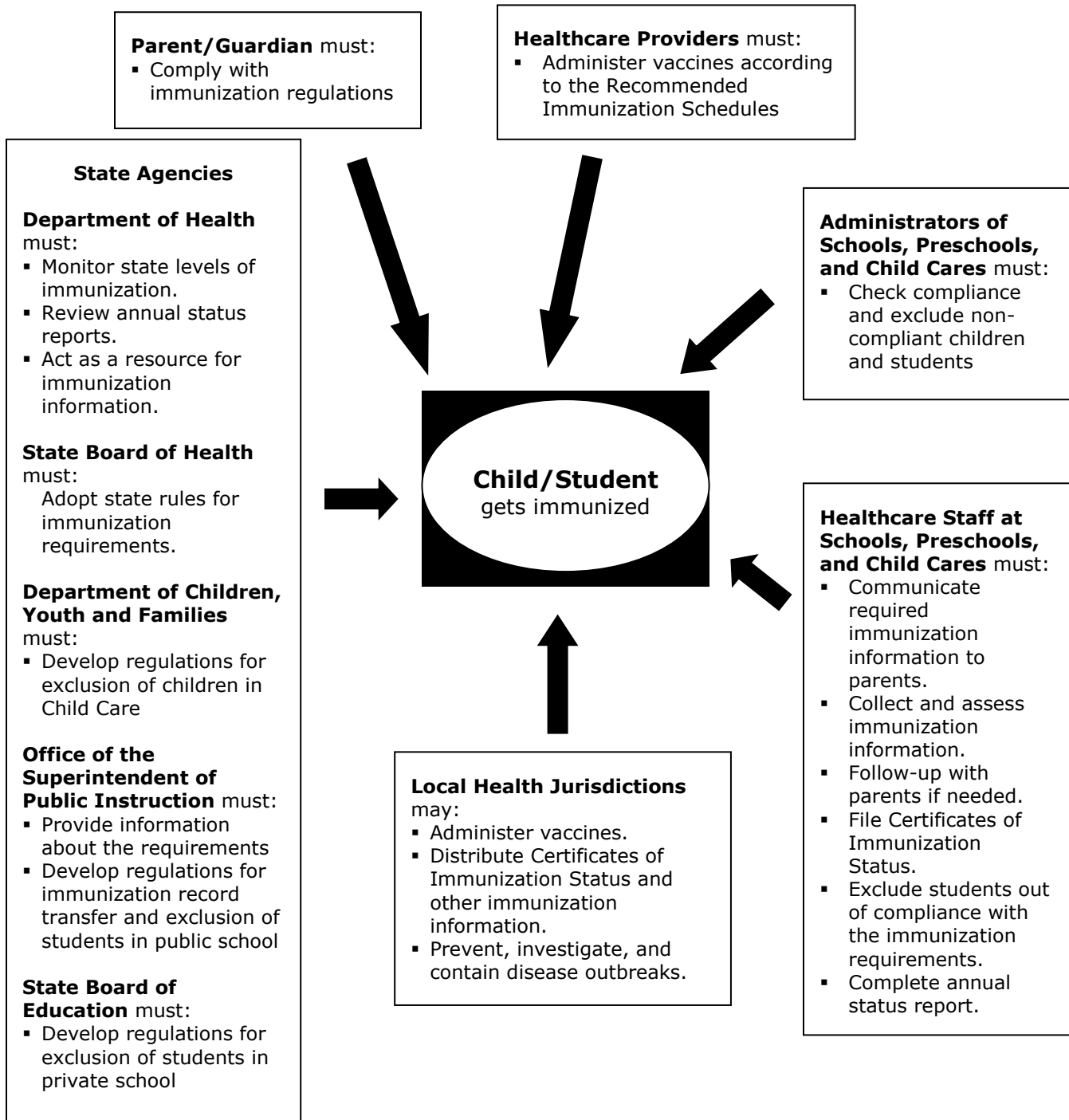
The Department of Early Learning enforces immunization rules for licensed preschools and child cares. ([Chapter 110-300 WAC](#))

Office of the Superintendent of Public Instruction

The Office of the Superintendent of Public Instruction (OSPI) works with public schools to:

- Provide information about immunization requirements and how to properly contain contagious diseases at schools.
- Adopt rules regarding immunization records of transferring students. ([392-182-020 WAC](#))
- Work with the State Board of Health to adopt rules that establish procedures to exclude students from school who do not meet immunization requirements. ([392-380-050 WAC](#))
- Consult with the Department of Health to prepare information for schools to comply with the law. For example, information on meningococcal and human papillomavirus which the law requires schools to send to parents/guardians.
- Consult with school districts on immunization issues.

See below a picture of this network of players involved in the immunization of our children.



Vaccine Requirements

School, preschool, and child care staff can help to protect children against serious diseases by encouraging full and timely immunization. Help parents understand that:

- Each child must have a record of his or her immunizations on a Certificate of Immunization Status (CIS).
- Immunizing on time gives children the best protection.
- Immunization requirements in schools, preschools, and child cares have been shown to increase immunization coverage.
- Communicable diseases still exist and international travel can bring diseases common in other parts of the world to our communities.
- Keeping up-to-date records at home and school is vital.
- Children can get free immunizations in our state. Providers may charge an administration fee, but they must waive the fee if asked by the parent.

Required Versus Recommended Immunizations

The difference between immunization requirements and recommendations can get confusing. Staff should understand the difference so parents and guardians get the necessary information to their child’s school, preschool, or child care. These definitions can help:

- **Requirements:** children are required by state law to get certain vaccines to enter school, preschool, and child care. [RCW 28A.210.080](#).
 - The Washington Administrative Code (WAC) or rule further explains the law by determining immunization requirements using the national Advisory Committee on Immunization Practices (ACIP) Recommended Immunization Schedules. The ACIP updates the schedule yearly, but the most current schedule may not be referenced in the WAC. [Chapter 246-105 WAC](#)
- **Recommendations:** the ACIP makes vaccine recommendations that providers follow as the “best practice” to get the best protection from diseases that vaccines prevent. Not all of the vaccines recommended by the ACIP are required in our state.

Required Immunizations:

According to the Washington Administrative Code [WAC 46-105-030](#) any child attending school, preschool, or child care in Washington State is required by law to be fully immunized at the ages and intervals consistent with the national immunization guidelines for their age (preschool/child care), or grade (K-12th grades) or have proof of immunity against the following diseases:

Chickenpox (Varicella)	Mumps
Diphtheria	Pneumococcal disease
German measles (Rubella)	Polio (Poliomyelitis)
<i>Haemophilus influenzae</i> type b disease (Hib)	Tetanus
Hepatitis B	Whooping cough (Pertussis)
Measles (Rubeola)	

Students and children in child care and must be immunized according to the 2017 United States Center for Disease Control (CDC) Advisory Committee on Immunization Practices (ACIP) Immunization Schedule:

2017 Recommended Immunization Schedule Ages Birth – 18 Years

www.cdc.gov/vaccines/schedules/hcp/child-adolescent.html

This includes a catch-up schedule with minimum age and intervals.

Vaccine Requirement Charts and Resources

The WA State vaccine requirements charts and the Individual Vaccine Requirements Summary (IVRS) are updated for each school year.

- **Vaccines Requirement Charts for School Attendance, Grades K-12**

All vaccine requirement charts for school attendance in grades K-12 are listed on our Department of Health page below. There are versions for school staff in English, and parent versions in multiple languages.

www.doh.wa.gov/SCCI

- Students entering school must get the required doses listed in this chart to be in compliance with immunization requirements.
- To find the doses required, look at the column that includes the student's grade and the row for the required vaccine. For example, a student entering Kindergarten needs 2 doses of MMR vaccine. The requirements and rules vary depending on the student's grade.

- **Vaccines Required Charts for Child Care/Preschool Attendance**

All vaccine requirement charts for child care and preschool are listed on our Department of Health page below. There are versions for school staff in English and Spanish, and parent versions in multiple languages.

www.doh.wa.gov/SCCI

- Children entering child care or preschool must get the required doses listed in this chart to be in compliance with immunization requirements. Children in before and after-school child care must meet the immunization requirements for their grade in school.
- To read the chart, find the child's age range and follow the row across to find the number of vaccine doses required by that age. For example, if a child is 6 ½ months old (not yet 7 months old), look at the row "By 5 months". A 6 ½ month old child needs a total of 2 doses of DTaP vaccine. By the time the child reaches 7 months, they will need 3 total doses (look at the DTaP column and row "By 7 months").

- **Individual Vaccine Requirements Summary (IVRS)**

The Individual Vaccine Requirements Summary (IVRS) is a companion to the Vaccines Required charts. It provides detailed rules about the routine and catch-up schedules and exceptions for each of the vaccine requirements.

www.doh.wa.gov/CommunityandEnvironment/Schools/Immunization/VaccineRequirements

Immunization Status

Definitions can be found in [WAC 246-105-020](#).

- **Complete**

Children have an immunization status of “complete” if they:

- have been fully immunized for their age against each of the vaccine-preventable diseases listed in [WAC 246-105-030](#) according to the national immunization guidelines described in [WAC 246-105-040](#) or
- have provided proof of acquired immunity

- **Conditional**

The State Board of Health designed “conditional” status as a **temporary** solution for children lacking immunization against one or more of the required vaccine-preventable diseases ([WAC 246-105-040](#)). This status allows children to stay in school while parents arrange for their children to get the missing immunizations.

A child in this status can attend school or child care if he or she makes “satisfactory progress” toward full immunization. “Satisfactory progress” (for conditional status or an expired temporary medical exemption) means the child must start, or continue, getting missed immunizations while following national immunization guidelines described in [WAC 246-105-040](#). Children must comply within these timeframes:

- Get any missing immunizations within 30 days after the first day of attendance or after a temporary medical exemption expires, unless getting the vaccine within such time creates an inconsistency with the immunization schedule.
- Get missing immunization doses in a vaccine series at recommended intervals and no later than 30 days past the recommended date per the immunization schedule.

After a child has caught up on all missing required immunizations, their “conditional” status changes to “complete.” If a child does not get the required missing immunization in the 30 day time period noted above then the “conditional” status changes to “out of compliance”.

More information about conditional status can be found in the [Frequently Asked Questions about Conditional Status](#).

- **Out of Compliance**

Children have an immunization status of “out of compliance” if they:

- Are not fully immunized for their age against each of the vaccine-preventable diseases listed in [WAC 246-105-030](#) according to the national immunization guidelines described in [WAC 246-105-040](#), and
- Are not in a temporary conditional status for the missing required immunization, and
- Do not have an exemption for the missing required immunization on file.

Any child with “out of compliance” status **must, by law, [RCW 28A.210.120](#)**, be excluded from attending school, preschool, or child care until they meet the legal requirements of the law.

- **Exempt**

A child may be exempted from immunization requirements for medical, personal/philosophical, or religious reasons. Personal/philosophical exemptions may not be used to exempt a student from the measles, mumps and rubella immunization requirement (effective July 28, 2019). For more information about exemptions please see the [Certificate of Exemption](#) section in this document.

Excluding Children Out-of-Compliance with Immunization Requirements

By law, [RCW 28A.210.120](#), it is the duty of the administrator of every public and private school and day care center to exclude children who are out of compliance with the immunization requirements and to continue to prohibit the child's presence until proof of immunization, certification of exemption, or approved schedule has been provided.

Exclusion from School

The exclusion of a child from must follow these rules:

Public Schools [WAC 392-380-050](#)

Schools must provide written notice to parents prior to excluding students from school for failure to comply with [WAC 392-380-045](#). The written notice for public school students shall:

- Be delivered in person or by certified mail and provided to parents in their native language, if feasible.
- Include information about and a copy of the applicable laws and implementing rules.
- Provide information regarding immunization services that are available from or through the local health department and other public agencies.
- Order the student excluded from school and state that such order is effective immediately upon receipt of the notice.
- Describe the rights of the parents and student to a hearing, describe the hearing process, and explain that the exclusion continues until either the necessary proof of immunization, or until a hearing officer determines that the student is no longer excluded from school.

Private Schools [WAC 180-38-050](#)

Private schools must provide written notice to parents prior to excluding students from school for failure to comply with [WAC 180-38-045](#). The written notice for private school students shall:

- Include information about and a copy of the applicable laws and implementing rules.
- Provide information regarding immunization services that are available from or through the local health department or other public agencies.
- Order the exclusion of the student from school and state that such order is effective upon receipt of the notice.

Child Care [Chapter 110-300 WAC](#)

The exclusion of a child from a day care center shall be accomplished in accordance with rules of the Department of Children, Youth and Families.

Sample Letters www.doh.wa.gov/SCCI,

- Notice of Child's Conditional Immunization Status (Public & Private Schools)
- Notice of Exclusion for Immunization Noncompliance (Public Schools)
- Notice of Exclusion for Immunization Noncompliance (Private Schools)

Immunization Records

Certificate of Immunization Status (CIS)

Before a child may attend a school or child care center, a parent must provide proof of the required immunizations or immunity using a department-approved Certificate of Immunization Status (CIS) form signed by the parent. [WAC 246-105-050](#)

A department approved CIS means a:

- Department of Health approved certificate available here: www.doh.wa.gov/SCCI
- Legible copy of a Department of Health approved certificate
- Validated CIS printed from the Washington State Immunization Information System. For printing instructions see: <https://www.doh.wa.gov/Portals/1/Documents/Pubs/348-389-CIS-PrintingInstructions.pdf>
- CIS printed from [MyIR](#)

Do not accept an unapproved or alternate certificate.

The CIS must be filled out completely and include:

- Name of child or student
- Birth date of child or student
- Type of vaccine(s) received
- Month, day, and year of each dose of vaccine received
- Parent Signature

A completed CIS must be signed and on file at the site. Staff must immediately follow-up with the parent or guardian if the CIS is not signed, dated, or not filled out completely. Every school, preschool, and child care must review the immunizations listed on the CIS and determine a child's [immunization status](#) as complete, conditional, out of compliance, or exempt.

How Parents Can Get Help with a CIS

The law requires parents/guardians to submit a completed, signed and dated CIS to meet the immunization requirements. Parents/guardians can get help in these ways:

- Ask if the healthcare provider, school, and Head Start/ECEAP program can print a validated CIS from the Washington State Immunization Information System (IIS) with the child's immunizations already filled in.
- Sign up with [MyIR](#) which allows them to view their own and their children's immunizations online and print a pre-populated CIS. For more information see the [Immunization Information System](#) section of this manual.
- Get a printed immunization history from the provider's electronic health record and get help from the provider to fill out the CIS.
- If the provider does not have electronic records, get a copy of the paper immunization record.
- Get help from a healthcare provider to transfer the immunization history from the **Lifetime Immunization Record**. All Washington families get the record card soon after their baby is born as part of the Child Profile Health Promotion mailings.
- Some schools may choose to help parents to fill out the CIS.

Note: it is not acceptable to attach an immunization history to the CIS with a parent signature. The CIS must be filled out with the dates of vaccination and submitted to the school, preschool, or child care.

Making Changes to an Existing CIS

Schools, preschools, and child cares may accept one CIS per child for the duration of their stay at the school, preschool, or child care. State law does NOT require the CIS to be resubmitted annually or at any other interval. School staff can update an existing CIS by:

- **Phone, email, or in-person updates from a parent.** If school personnel get updated or additional immunization information (such as Tdap immunization required for 6th grade) that needs to be added to the CIS, staff can handwrite the change, initial the change, and document the date the change was made.
- **Immunization Information System.** If school staff searches and finds updated information in the Immunization Information System, staff can make the change, note that the information came from the system, and document the date of the change.

Parent approval is NOT required for staff to update a CIS or a student information system with additional immunizations from the IIS or another immunization record.

CIS Resources

- **Print a blank CIS.** The blank CIS is available in English, Spanish and six other languages: www.doh.wa.gov/SCCI
- **Print a Validated CIS with preprinted immunization dates from the Immunization Information System**
English only www.doh.wa.gov/Portals/1/Documents/Pubs/348-389-CIS-PrintingInstructions.pdf
- **Sign up for MyIR** which allows parents to view their own and their children's immunizations online and print a pre-populated CIS. <https://wa.myir.net/>
- **Frequently Asked Questions: Certificate of Immunization Status (CIS) and Certificate of Exemption (COE)**
English Only: www.doh.wa.gov/SCCI
- **Certificate of Immunization Status (CIS) Overlays**
These overlays can be printed on transparency paper and placed on top of a CIS for a quick review of required immunizations. They reflect the number of doses in the routine schedule. Children may meet the requirements with a different number of doses, for example a child on a catch-up schedule. If using these overlays a more thorough review of the CIS should be done at a later date to determine if the doses are at the appropriate ages and intervals according to the [Vaccine Requirement Charts](#) and the [Individual Vaccine Requirements Summary](#). Use the correct overlay for the child's grade.
 - **Child Care/Preschool Overlay:**
 - www.doh.wa.gov/Portals/1/Documents/Pubs/348-274_CertificateImmunizationStatusChildCarePreschoolOverlay.pdf
 - **Certificate of Immunization Status (CIS) Kindergarten:**
 - www.doh.wa.gov/Portals/1/Documents/Pubs/348-275_CertificateImmunizationStatusKinderOverlay.pdf
 - **Certificate of Immunization Status (CIS) Middle School Overlay:**
 - www.doh.wa.gov/Portals/1/Documents/Pubs/348-275-CIS-MiddleSchoolOverlay.pdf
 - **Certificate of Immunization Status (CIS) High School Overlay:**
 - www.doh.wa.gov/Portals/1/Documents/Pubs/348-275-CIS-HighSchoolOverlay.pdf

Certificate of Exemption (COE)

A child may be exempted from one or more required immunizations, [RCW 28A.210.090](#).

To request an exemption, a parent/guardian must complete and sign the applicable section of the Certificate of Exemption (COE).

In addition all exemptions, other than Religious Membership exemptions, must be signed by a healthcare practitioner licensed in Washington State to verify that the parent/guardian was given information about the benefits and risks of immunizations. Or the healthcare practitioner may write and sign a letter stating the parent/guardian was given information about risks and benefits of immunizations to be attached to the parent/guardian signed COE. A healthcare practitioner is defined as a physician (MD), physician assistant (PA), osteopath (DO), naturopath (ND), or advanced registered nurse practitioner (ARNP) licensed in Washington State. [WAC 246-105-020](#)

If a child with a COE subsequently receives a dose of vaccine for which they were exempt the exemption for that immunization is no longer valid. If a child with an exemption has received all of the required doses of a vaccine the immunization status of that vaccine is considered complete, see definitions of [immunization status](#) on page 11.

There are four different types of exemptions:

Medical Exemption: A health care practitioner may grant a medical exemption to a vaccine required by rule of the state board of health only if in his or her judgment, the vaccine is not advisable for the child. When it is determined that this particular vaccine is no longer contraindicated, the child will be required to have the vaccine (RCW 28A.210.090). Providers can find guidance on medical exemptions by reviewing Advisory Committee on Immunization Practices (ACIP) recommendations via the Centers for Disease Control and Prevention publication, "Guide to Vaccine Contraindications and Precautions," or the manufacturer's package insert. The ACIP guide can be found at: <https://www.cdc.gov/vaccines/hcp/acip-recs/general-recs/contraindications.html>. Medical exemptions may be permanent or temporary.

- **Permanent medical exemption:** To be used when a health care practitioner determines that the vaccine is not advisable for the child on a permanent basis.
- **Temporary medical exemption:** To be used when a health care practitioner determines that the vaccine is not advisable for the child on a temporary basis. Healthcare practitioners must put the date that the temporary exemption ends on the COE. School, preschool, or child care staff should monitor temporary exemptions. When the temporary exemption ends the child can be in conditional status for up to 30 days in order to get the missing immunization or another exemption.

Philosophical/Personal Exemption: To be used when the parent/guardian has a personal or philosophical objection to the immunization of the child. A philosophical/personal exemption may not be used to exempt a child from the measles, mumps or rubella vaccine requirements (effective July 28, 2019).

Religious Exemption: To be used when the parent/guardian has a religious belief that is contrary to the required immunization.

Religious Membership Exemption: To be used when the parent/guardian affirms membership in a church or religious body that does not allow medical treatment by a health care practitioner. If the parent/guardian requests a religious membership exemption, no healthcare practitioner signature is required. Parents/guardians who have a religious objection to vaccination but whose children do obtain care from medical professionals need to use the Religious Exemption area of the COE which requires a healthcare practitioner signature.

Parents/guardians of exempt children or students MUST receive notification that the child/student may get excluded from school, preschool, or child care if an outbreak of a disease occurs that they have not been fully immunized against, for the duration of the outbreak. This information is included in the parent signature section of the COE form.

COE Resources

- **Print a Certificate of Exemption (COE)** The COE is available in English, Spanish and six other languages: www.doh.wa.gov/SCCI
- **Frequently Asked Questions: Certificate of Immunization Status (CIS) and Certificate of Exemption (COE)** English Only www.doh.wa.gov/SCCI
- **School and Child Care Exemptions** www.doh.wa.gov/SCCI
- **Information about the law removing personal/philosophical exemptions to the measles, mumps and rubella immunization requirements:**
<https://www.doh.wa.gov/CommunityandEnvironment/Schools/Immunization/ExemptionLawChange>

Retaining Records

Washington State law ([RCW 28A.210.110](http://www.wa.gov/RCW/28A/210/110) and [WAC 246-105-060](http://www.wa.gov/WAC/246/105/060)) requires that in maintaining child immunization records, schools and child care centers must:

- Keep the Certificate of Immunization Status (CIS) and, if applicable, the Certificate of Exemption (COE) for as long as the child attends the school, preschool, or child care. These documents may be kept electronically in a student information system or other database.
- Return CIS or applicable COE or a legible copy to the parent if the child is withdrawn from a school or child care center or transferred from the school. A school or child care center may not withhold from the parent a child's CIS or COE for any reasons, including nonpayment of school or child care center fee.
- Keep information about each child excluded due to a lack of immunization. Keep the child's name, address, and date of exclusion for at least three years from the date of exclusion.
- Allow agents of state and local health department's access to the records during business hours for the purposes of inspection and copying.
- Keep a list of children currently with medical, religious, philosophical, or personal exemptions. This list must be transmitted to the local health department upon request.



Privacy of Immunization Records

This is intended only as information. It is not legal advice.

HIPAA www.hhs.gov/ocr/privacy/

The Health Insurance Portability and Accountability Act (HIPAA) Privacy Rule (Section 164.512(b)(1)(i)) recognizes the legitimate need for public health authorities and others responsible for ensuring public health and safety to have access to protected health information to carry out their public health mission. The Privacy Rule permits a covered entity (such as a healthcare provider) to disclose proof of a student's immunizations directly to a school with the parent or guardian's agreement. The agreement may be orally or in writing. <https://www.hhs.gov/hipaa/for-professionals/faq/1507/is-a-health-care-provider-permitted-to-disclose-proof-of-a-childs-immunizations/index.html>



FERPA www.ed.gov/policy/gen/guid/fpco/ferpa/index.html

The Family Educational Rights and Privacy Act (FERPA) law protects the privacy of student education records, including immunization records submitted to the school. This law applies to educational agencies or institutions that get funding from the United States Department of Education. HIPAA rules do not apply to education records. Once a CIS is provided to the school, preschool, or child care, it becomes a part of the student education record and is covered under FERPA laws.

Records from School-Based Clinics

School-based clinics may need to follow either HIPAA or FERPA rules. School-based clinics not receiving funding from the United States Department of Education (US DOE) must follow HIPAA rules. School-based clinics that do receive funding from the US DOE are covered under FERPA.

For example, if a public health clinic provides an on-site school immunization clinic, the records belong to the public health clinic and must follow HIPAA rules. On the other hand, if a school contracts privately with an agency or individual healthcare provider to provide a school-based clinic, the records from that clinic belong to the school education record and must follow FERPA rules.

Exceptions

Exceptions to sharing immunization information without a proper release may include:

- Compliance with a lawfully issued subpoena.
- A significant health or safety emergency if necessary to protect the health or safety of students or other individuals. The exception in this case would be:
 - Limited to the period of the emergency
 - A specific release - not a blanket release
 - Only for "need to know" and "appropriate parties"
- A designated emergency by a public health authority. Note that:
 - An emergency can exist with or without a public health authority designation, and
 - A federal designation of an emergency means a current outbreak or safety issue in the school or school district.

If immunization records are shared because of an exception, school nurses must write this in the student's education record within a reasonable period of time and include a description of why the exception happened. Schools must retain the record of each request for access to the educational record AND each disclosure made from the record.

References

- Joint Guidance on the Application of FERPA and HIPAA to Student Health Records www.k12.wa.us/HealthServices/pubdocs/ferpa-hipaa-guidance.pdf

Requirements for Special Types of Students

There are additional special school populations for which there are responsibilities regarding immunizations. They are outlined below.

Alternative School Programs

Home-School, Vocational Technical, Running Start, and Virtual School Students

Because many diseases spread through the air, the principle of “sharing air space” is fitting for students in alternative programs. Such programs include home-school, vocational technical, Running Start, and virtual schools. If the student is sharing air space with other students, he or she must follow the school immunization requirements, just like a student in a traditional school. Examples of sharing air space include riding the school bus or being at school for any activity, such as music, drama, or sports.

Foster Care Students

Students in foster care must follow the same rules as all other students and have a completed CIS on file at the school they attend. However, the Every Student Succeeds Act states: “If it’s not in the child’s best interest to stay in his or her school of origin, the student must be immediately enrolled in the new school, even if the child is unable to produce records normally required for enrollment. The enrolling school shall immediately contact the school last attended to obtain relevant academic and other records”. <https://www.ed.gov/esea>

Foster children in WA State are required to be immunized according to the national Advisory Committee on Immunization Practices (ACIP) Recommended Immunization Schedule. If the child is missing immunizations the foster parent must take the child to a health care provider as soon as medically possible for catch-up immunizations according to the ACIP/CDC catch-up schedule. [WAC 388-148-1555](#).

The WA State Department of Children, Youth and Families is the legal guardian of children in foster care. DSHS does not allow foster parents to exempt their foster children from the immunization requirements for personal or religious reasons. Foster children may have a medical exemption if there is medical contraindication to receiving the vaccine. A [Certificate of Exemption](#) must be completed and submitted to the school or child care.

Graduating Students

Colleges may require immunization records as do various jobs, especially those in health-related fields. The most recent and accurate CIS should be returned to the student or parent upon graduation. Schools may want to keep a copy on file, but is not required.



We recommend that schools include a letter with the CIS that includes information about additional adolescent vaccine recommendations as well as information about how to sign up for [MyIR](#) when they are 18 years old. A sample graduating senior letter is available here: www.doh.wa.gov/SCCI

Homeless Students

Homeless students are protected by the federal [McKinney-Vento Act](#). Families and homeless youth are often not able to get and keep copies of records. According to the McKinney-Vento Act, schools must allow homeless students to enroll, attend classes, and participate fully in school activities, even if students lack immunization or other records. Schools cannot delay enrollment or keep homeless students out of school because they lack immunization records. School districts should have policies and procedures in place to help students get immunization records as quickly as possible. If a student needs to get immunizations or immunization records, the enrolling school must immediately refer the parent or guardian to the local school district homeless liaison, who must assist in getting the immunizations or the records.

Homeless students who lack immunizations or immunization records should be placed in conditional status until they get the missing immunizations or until their immunization records have been received at the enrolling school. If, after 30 days, the students are not showing satisfactory progress toward getting immunized, or the school has not made progress in getting immunization records, the student's status will become out of compliance. Homeless students cannot be excluded from school for being out of compliance with the immunization requirements. The homeless liaison should continue to help homeless students get immunizations, their immunization records, or if applicable, an exemption.

A student is homeless if he or she meets the definition as explained in the McKinney-Vento law.

Who is homeless (Sec. 725 McKinney-Vento Act; USC 11432)

(2) The term homeless children and youths' —

(A) Means individuals who lack a fixed, regular, and adequate nighttime residence (within the meaning of section 103(a)(1)); and

(B) Includes —

- (i) children and youths who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; are abandoned in hospitals; or are awaiting foster care placement;
- (ii) children and youths who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings (within the meaning of section 103(a)(2)(C));
- (iii) children and youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and
- (iv) migratory children (as such term is defined in section 1309 of the [Elementary and Secondary Education Act of 1965](#)) who qualify as homeless for the purposes of this subtitle because the children are living in circumstances described in clauses (i) through (iii): An individual that is not older than 21 years of age, who:
 - Is entitled to a free public education (through grade 12) under State law, or the child is not yet at a grade level at which the LEA provides a free public education; and
 - Made a qualifying move in the preceding 36 months as a migratory agricultural worker or a migratory fisher, or did so with, or to join a parent/guardian or spouse who is a migratory agricultural worker or a migratory fisher; and
 - Moved due to economic necessity from one residence to another residence, and from one school district to another; or from one administrative area to another within such district; or resides in a school district of more than 15,000 square miles and migrates a distance of 20 miles or more to a temporary residence.

International Students

International students or foreign exchange students must follow the same rules as all other students and have a completed CIS on file at the school they attend. This includes short-term visitors. The school must have the CIS before the student's first day of school. Host parents of international students act as legal guardians and may sign a CIS. However, by law they cannot take the student to get immunized unless they have notarized permission from the student's parents to do so, or the student is 18 years or older.

We strongly recommend the CIS be filled out as part of pre-registration for all international students. Schools should also give copies of the CIS to agencies that sponsor international students. The agency can then include the CIS when they arrange student visits. In other words, completing the CIS should become a regular part of the application process for international students. Then school districts can know if an international student is in compliance with immunization requirements when he or she arrives in Washington State to start school.

Special Education Students

Students should follow immunization requirements for their grade. For example, a student who is 10 years old but is held back a grade should follow the immunization requirements for that grade. Students in special education programs should follow requirements for whichever grade they are in. If these students are not associated with a specific grade, they should follow the requirements for students who are about the same age. For example, students 19 years of age and older in a special education program should follow the requirements for 12th grade. Special education students who are 12 years of age should follow the 6th grade requirements since most 6th grade students turn 12 years old while in 6th grade.

Summer School Students

All students enrolled in a Washington State public or private summer school must have a completed and signed CIS on file. If students are attending summer school in a building other than the school they regularly attend but within the same school district and they have a CIS on file at their regular school, they are in compliance with the immunization law. This also applies to vocational technical skill centers and off campus and alternative schools. However, the information on the CIS must be accessible to the summer school, skills center, or alternative school staff.

Transfer Students

When a student transfers to another school district, the parent can take the original CIS or a copy of the CIS to the new school.

Note: A former school cannot withhold the student's CIS for any reason, including non-payment of fees. If the former school has no record, it's best to let the current school know because that will save time for everyone.

In-State Transfer Students

If a student transfers to a new school district within the state, he or she is considered 'new' and must have a completed and signed (CIS) on file at the new school. A copy of the CIS from the former school is acceptable.

Out-of-State Transfer Students

If a student transfers from another state, he or she must have a completed Washington State CIS on file at the new school. Forms from other states are not an acceptable substitute for the WA State CIS, even if the information complies with Washington State immunization law.

Required Annual Immunization Reporting

Schools, preschools, and child cares must submit an immunization status report in a manner provided by the department. The report must be submitted to the department by **November 1** of each year. If a school opens after October 1, the report is due thirty days from the first day of school. [WAC 246-105-060](#)

Schools, preschools, and child cares required to comply with immunization requirements and required to report:

	Comply with State Board of Health immunization requirements	Required to report to DOH
Public and private school	√	√
Licensed child care or preschool	√	√
Preschool located at a public or private school	√	√
Head Start, ECEAP	√	√
Licensed child care for school age children	√	--
Licensed family home child care with 12 or fewer children	Comply with DCYF rules	--
Private preschools not located at a public or private school	--	--
Coop preschool	--	--

Each child’s immunization status must be determined for the annual status report. Use the student’s Certificate of Immunization Status (CIS) and if applicable Certificate of Exemption (COE) to determine the child’s overall status. Descriptions of all four possible immunization statuses can be found in the [Immunization Status](#) section of this manual.

For the annual report, each child can only have one status even though a child could be complete for some vaccines, conditional for others, and exempt for still others.

- A child is **complete** if fully immunized for **all** required vaccines at the appropriate ages and intervals.
- A child is **exempt** if they have a completed Certificate of Exemption for **any** one or more of the immunization requirements for which they are not fully immunized.
- A child is **conditional** if they are missing a required vaccine and are in the first 30 days of attendance. After the first 30 days children must be making “satisfactory progress” as defined in [WAC 246-105-020](#) toward full immunization and not be out of compliance or have an exemption for **any** required vaccine.
- A child is **out of compliance** if they are past the 30 day temporary conditional period and do not have an exemption for **any** missing required vaccine.
- A child is **out of compliance** if they have not submitted a Certificate of Immunization Status (CIS) form.

How to Report

The most current reporting information is available on the DOH reporting websites. These websites include detailed instructions on how to report and the report form.

Public and Private Schools

<https://www.doh.wa.gov/CommunityandEnvironment/Schools/Immunization/SchoolStatusReporting>

Preschools and Child Care Centers

<https://www.doh.wa.gov/CommunityandEnvironment/Schools/Immunization/ChildCareStatusReporting>

Questions About Reporting

Send any questions about reporting to OICPSchools@doh.wa.gov.

Required Parental Notification

The notification rules state that schools, preschools, and child cares must notify parents or guardians of certain immunization-related information.

Exclusion Notification- Student Exemption During an Outbreak

[WAC 246-105-050](#)

Parents/guardians of students with an exemption must be notified that their child may need to stay home (get excluded) from school, preschool, or child care in the event of an outbreak of a vaccine-preventable disease for which their child has an exemption, for the duration of the outbreak. This information is included on the parent declaration section of the Certificate of Exemption.

Exclusion Notification- Failure to Follow Immunization Requirements

Schools must provide written notice to parents of their child's exclusion, prior to the child getting excluded, for failing to follow WA immunization requirements, per:

- [WAC 392-380-050](#) for parents/guardians of children in public school
- [WAC 180-38 050](#) for parents/guardians of children in private school

Disease and Vaccine – Required Notification to Parents

[RCW 28A-210-080](#)

- Beginning with sixth grade entry, every public and private school shall provide parents and guardians with information about meningococcal disease and its vaccine at the beginning of every school year.
- Beginning with sixth grade entry, every public school in the state shall provide parents and guardians with information about human papillomavirus disease and its vaccine at the beginning of every school year.
- Private schools are required by state law to notify parents that information on the human papillomavirus disease prepared by the department of health is available.

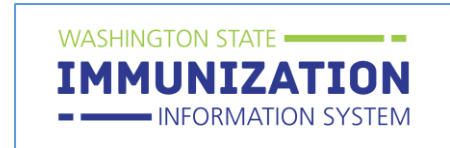
Sample Letters

www.doh.wa.gov/SCCI,

- Notice of Child's Conditional Immunization Status (Public & Private Schools)
- Notice of Exclusion for Immunization Noncompliance (Public Schools)
- Notice of Exclusion for Immunization Noncompliance (Private Schools)
- Meningococcal Disease (Public & Private Schools)
- Human Papillomavirus (HPV) (Public Schools)
- Human Papillomavirus (HPV) (Private Schools)
- Meningococcal & HPV (combination)

Washington State Immunization Information System (IIS)

The Washington State Immunization Information System (IIS) www.waiis.wa.gov is a lifetime registry that keeps track of immunization records for people of all ages. The system is a secure, web-based tool for healthcare providers and schools. The IIS connects people who receive, administer, record, view and order vaccines in Washington.



School Module

The School Module is a portal to the IIS that schools use for immunization tracking and reporting. School nurses and staff use it to access their students existing immunization records and enter medically verified historical immunizations that are missing in the IIS. The School Module allows the user to see school-specific information and reports. It reduces the need for school staff to spend time entering immunization dates into a student information system that is separate from the IIS. It provides tools to quickly and accurately determine immunization compliance and identify vulnerable students during a disease outbreak. If immunization dates are missing in the IIS, a school nurse can enter medically verified immunization dates into the School Module, providing students with a complete lifetime immunization record. There are many more reasons why the School Module is beneficial for schools and public health. More information is available on the School Module web page at www.doh.wa.gov/schoolmodule.

Patient Privacy and the Immunization Information System

The Immunization Information System must follow the Washington State Health Care Information Act ([RCW 70.02](http://rcw.wa.gov/RCW_70.02)) as well as other state and federal laws that govern the use and sharing of health information. RCW 70.02 allows licensed healthcare professionals to exchange patient-specific healthcare information without patient or parental consent for these reasons:

- Providing, coordinating, or facilitating healthcare, and
- Preventing and controlling disease.

Accessing the IIS

School Districts, Private Schools, Head Start and ECEAP Programs may [access the Immunization Information System](#) as long as they have a licensed healthcare professional, such as a nurse, on staff or under contract whose job responsibilities include student immunization tracking and reporting. Schools can access the system in two different ways:

- View access allows schools to view immunization records and print a CIS.
- School Module access allows schools to view and enter any missing immunization records in the system. This Module also provides tools to help schools track student compliance with immunization requirements.

Child Care Centers may get view access to the [Immunization Information System](#) as long as they have a licensed healthcare professional, such as a nurse, on staff or under contract whose job responsibilities include student immunization tracking and reporting.

Getting Access to the IIS

- Complete an Information Sharing Agreement (ISA). The school district superintendent or designee and the licensed healthcare professional (usually a nurse) must sign the agreement. There are two kinds of ISAs, a view only agreement and an information exchange agreement. The exchange agreement is for schools using the IIS School Module. Information about the School Module is available at: www.doh.wa.gov/SchoolModule.
- Each person using the IIS must sign the Confidentiality Agreement which is included in the Information Sharing Agreement. The signed Confidentiality Agreement should be kept by the nurse at the school office; do not send them to the Immunization Information System staff.
- Nurses can allow non-licensed staff to use the Immunization Information System to view immunization information and print a Certificate of Immunization Status (CIS). These staff members must also sign the Confidentiality Agreement.

More information including links to the Information Sharing Agreements can be found at: <http://www.doh.wa.gov/ForPublicHealthandHealthcareProviders/HealthcareProfessionsandFacilities/DataReportingandRetrieval/ImmunizationInformationSystem>.

MyIR

MyIR is a consumer access portal that parents and individuals can use to view their own and their children's immunization records securely online. Once registered for MyIR, they can access their immunization records any time they are needed. They can also print the [Certificate of Immunization Status \(PDF\)](#) for school and child care entry.

How to Sign Up

Step 1: Go to <https://wa.myir.net/register> to begin the sign-up process. Choose the Auto Match option and if the system finds an exact match, MyIR will send a verification code by either text or phone call. If an exact match is not found, MyIR will direct the user to Step 2.

Step 2: Fill out an [Authorization to Release Immunization Records \(PDF\)](#) or an [Autorización para entregar documentos de vacunaciones \(PDF\)](#) and check the box indicating the user wants to access their records online via MyIR. Mail, fax, or e-mail the form to:

Washington State Immunization Information System
PO Box 47843
Olympia, WA 98504-7843
Fax: 360-236-3590
E-mail: WAIISRecords@doh.wa.gov

Once the signed form is received, Office of Immunization and Child Profile staff will register the person in MyIR and send a temporary PIN and instructions on what to do next.

Questions can be directed to: 360-236-3595 or 1-866-397-0337 or by e-mail at WAIISRecords@doh.wa.gov.

Resources for the IIS

The IIS Training Portal has many helpful resources for using the IIS: www.doh.wa.gov/TrainingIIS

Information about the School Module: www.doh.wa.gov/SchoolModule

For technical questions and account set-up if an Information Sharing Agreement is already in place contact the IIS Helpdesk email:

WAIISHelpDesk@doh.wa.gov or call 1-800-325-5599.

If you have a disability and need this document in another format, please call 1-800-525-0127 (TDD/TTY 711).

Disease Prevention and Control

Reporting Notifiable Conditions

School and child day care facilities, are legally required to notify public health authorities at their local health jurisdiction of suspected or confirmed cases of selected diseases or conditions. These are referred to as notifiable conditions. [WAC 246-101](#)
For more information about notifiable conditions, including a list of conditions and local health contact information see:



<https://www.doh.wa.gov/ForPublicHealthandHealthcareProviders/NotifiableConditions>

Disease Outbreaks

The Health Officer of a local health jurisdiction has the authority to take all appropriate actions deemed to be necessary to control or eliminate the spread of the disease [WAC 246-110-020](#), . School and child care staff must follow the directives of the local health officer.

If an outbreak is declared:

- Cooperate with the local health department's directives.
- Identify students and staff exposed to the disease.
- Review immunization records to identify susceptible students and staff.
- Take action as directed to protect those who cannot be immunized against the disease.
- Communicate with parents, students and staff information provided from and as directed by the local health department.
- Contact your local health department to determine if susceptible students should be excluded until the danger of the outbreak passes. Find contact information here: <https://www.doh.wa.gov/AboutUs/PublicHealthSystem/LocalHealthJurisdictions>
- Review the Infectious Disease Control Guide for information about specific diseases: www.k12.wa.us/HealthServices/pubdocs/InfectiousDiseaseControlGuide.pdf

Vaccines for Staff

Child Care Center Staff and Volunteers

Staff and volunteers at a Child Care Center are required to provide one of the options below to the facility effective July 28, 2019 (Chapter [43.216](#) RCW):

- An immunization record showing they received the MMR vaccine.
- Proof of immunity from measles through documentation of lab evidence of antibody titer.
- A health care provider’s attestation of the person’s history of measles sufficient to provide immunity against measles (the provider may consider [CDC guidance](#) regarding evidence of immunity including for those born before 1957).
- Written certification, signed by a health care practitioner, that the MMR vaccine is not advisable for the person.

School Staff

While immunizations are not required for school staff, knowing staff’s immunization status can prepare schools in advance of a disease outbreak. Suspected or confirmed cases or outbreaks of diseases associated with the school must be reported to the local health department ([RCW 28A.210.010](#) and [WAC 246-101-420](#)). All susceptible staff not completely immunized or immune may be excluded from school at the direction of the local Health Officer.

Schools, preschools, and child cares must try to prevent the spread of disease for both children and staff. To do this, they should:

- Keep track of staff vaccinations or remind staff that they may need to provide their immunization records in the event of an outbreak.
- Promote vaccination for staff members in an effort to safeguard the school, preschool, and child care community.
- If directed by the local Health Officer, exclude susceptible staff members during an outbreak (refer to your school or agency policies about whether staff can take sick leave when excluded).

The following immunizations are recommended for school staff:

Recommended Immunizations for Teachers and School Staff		
Vaccine	Persons Born Before 1957	Persons Born in or After 1957
MMR (Measles, Mumps, Rubella)	<ul style="list-style-type: none"> • High risk: 2 doses of vaccine recommended for healthcare personnel (including school nurses) • Not at high risk: generally considered immune (US or foreign born). Vaccine not routinely recommended, but 1 dose may be given • Testing is NOT necessary. However, if testing occurred and result is negative, 1 or 2 doses of MMR vaccine is recommended, depending on risk level 	<ul style="list-style-type: none"> • 1 dose of vaccine if not at high risk • 2 doses of vaccine if high risk (healthcare personnel, including school nurses, international travelers, and students attending college) • Vaccine needed even with history of prior disease diagnosed by a provider • No vaccine needed if documentation of blood test shows positive immunity • No vaccination or testing needed if documentation of 1-2 doses of MMR vaccine (number of doses depends on risk level)

Recommended Immunizations for Teachers and School Staff	
Varicella (chickenpox)	<ul style="list-style-type: none"> • 2 doses of vaccine • Other evidence of immunity: no vaccine needed <ul style="list-style-type: none"> ○ Healthcare provider verification of chickenpox disease or herpes zoster (shingles) ○ Persons born before 1980 (does NOT apply to healthcare personnel, pregnant women, and immunosuppressed persons) ○ Blood test showing positive immunity
Hepatitis B	2 or 3 doses depending on which vaccine is used
Tdap/Td	1 dose of Tdap, then Td booster every 10 years Pregnant women should get Tdap during EACH pregnancy, regardless when the last dose was received
Influenza (Flu)	Annual influenza vaccine is recommended for everyone 6 months of age and older

The national Recommended Adult Immunization Schedule includes additional vaccines. For more information, recommendations, and correct immunization schedules, visit the Department of Health at www.doh.wa.gov/YouandYourFamily/Immunization/Adult.aspx

Resources

- **Recommended Adult Immunization Schedule**
English only www.cdc.gov/vaccines/schedules/index.html
- **Recommended Immunization Schedule for Health-Care Personnel**
<https://www.cdc.gov/mmwr/preview/mmwrhtml/rr6007a1.htm>
- **Sample Staff Immunization History Form**
www.doh.wa.gov/Portals/1/Documents/Pubs/348-496-StaffImmunizationHistoryForm.doc
- **Washington State School Directors’ Association (WSSDA) Infection Control Policy and Procedure:** www.wssda.org/Services/PolicyandLegal/FeaturedPolicies.aspx

Additional Resources

Laws and Regulations

- **Revised Code of Washington (RCW)**
<https://www.doh.wa.gov/CommunityandEnvironment/Schools/Immunization/VaccineRequirements/RevisedCodeofWashington>
- **Washington Administrative Code (WAC)**
<https://www.doh.wa.gov/CommunityandEnvironment/Schools/Immunization/VaccineRequirements/WashingtonAdministrativeCode>

Department of Health - Office of Immunization and Child Profile Resources

- **School and Child Care Immunization**
www.doh.wa.gov/SCCI
- **Immunization Forms including CIS, COE and Sample Letters etc.**
- www.doh.wa.gov/SCCI
- **CIS/COE Frequently Asked Questions**
https://www.doh.wa.gov/Portals/1/Documents/Pubs/348-267_FAQsCertificateImmunizationStatus-CertificateExemption.pdf
- **Conditional Status Frequently Asked Questions**
<https://www.doh.wa.gov/Portals/1/Documents/Pubs/348-679-ConditionalStatusFAQ.pdf>
- **Free Educational Materials**
www.doh.wa.gov/YouandYourFamily/Immunization/FormsandPublications.aspx
- **Local Health Jurisdiction Contact List**
www.doh.wa.gov/AboutUs/PublicHealthSystem/LocalHealthJurisdictions

Office of Superintendent of Public Instruction Resources

- **Health Services - Immunizations**
<http://www.k12.wa.us/HealthServices/Immunizations.aspx>

Vaccine Resources

- **Recommended Immunization Schedules**
 - Adults Aged 19 Years and Older:
www.cdc.gov/vaccines/schedules/hcp/imz/adult.html
 - Children and Adolescents Aged 18 Years or Younger:
www.cdc.gov/vaccines/schedules/hcp/imz/child-adolescent.html
- **CDC: Vaccines for Specific Groups** (adoptions, specific medical conditions):
www.cdc.gov/vaccines/spec-grps/default.htm

• Vaccine Resources cont.

- **Foreign Language Terms: Aids to translating foreign immunization records**
www.cdc.gov/vaccines/pubs/pinkbook/downloads/appendices/B/foreign-products-tables.pdf
- **Binational Immunization Resource Tool – USA/Mexico**
www.cdc.gov/vaccines/schedules/downloads/child/binational-schedule-pr.pdf
- **Vaccine Abbreviations and Trade Names**
www.cdc.gov/vaccines/acip/committee/guidance/vac-abbrev.html
- **Vaccine Acronyms and Abbreviations - General**
www.cdc.gov/vaccines/terms/acronyms.html
- **Vaccine-Preventable Diseases**
www.doh.wa.gov/YouandYourFamily/Immunization/Diseases.aspx
- **Vaccine Terms in Multiple Languages**
www.immunize.org/catg.d/p5122.pdf
- **Glossary of Immunization and Public Health Terms**
English only www.doh.wa.gov/Portals/1/Documents/Pubs/348-269-GlossaryImmunizationPublicHealthTerms.pdf
- **Pink Book: Epidemiology and Prevention of Vaccine-Preventable Diseases**
www.cdc.gov/vaccines/pubs/pinkbook/index.html
- **Immunization Action Coalition – Ask the Experts**
www.immunize.org/askexperts/
- **Find a Vaccine Clinic and Immunization Toolkits for School and Childcare**
<https://immunitycommunitywa.org/levels-of-engagement/>

List of Changes to this Manual

Date	Page(s)	Content
06/13/2019	7, 8, 12, 18	Changed Department of Early Learning to the Department of Children, Youth and Families
06/13/2019	7, 8, 12	Added Information regarding the State Board of Education
06/13/2019	11, 15	Language added that personal/philosophical exemptions for the measles, mumps and rubella immunization requirements is not allowed
06/13/2019	16	Added information to retaining records section to include a reference to keeping records electronically and keep a list a students with exemptions
06/13/2019	21	Added language to the definition of student exempt status for reporting purposes
06/13/2019	27	Added information about immunization requirements for child care center staff and volunteers