

**TITLE:** Immunization Guidelines for School Admission

**NUMBER:** BUL-1660.9

**ISSUER:** Pia V. Escudero, Executive Director

Student Health and Human Services

**DATE:** August 11, 2020

**ROUTING** 

LD Superintendents

Administrators of Operations

Special Education

Administrators

Principals

School Nurses

**Pupil Services** 

School Administrative

Assistants

**POLICY**:

In California, immunization records and/or current, valid medical exemption documentation must be presented as a condition of admission to school. Conditional admission shall be granted in specific circumstances and for identified student populations. The purpose of this policy is to provide guidance to schools to align District procedures with legal requirements and to protect all students from serious, preventable childhood diseases.

MAJOR CHANGES: This bulletin replaces BUL-1660.8 of the same title dated January 11, 2016. The content reflects changes in Health and Safety Code section 120325, only allowing exemption from immunization requirements for school admission for medical reasons and eliminating the Personal Belief Exemption option.

This bulletin further reflects changes in California Code of Regulations Title 17, Division 1, Chapter 4 Subchapter 8, which requires immunization against poliomyelitis (polio), diphtheria, pertussis, tetanus, measles, mumps, rubella (MMR), hepatitis B, varicella (chickenpox) and haemophilus influenzae type B (Hib). This law went into effect July 1, 2019.

**GUIDELINES**: The follo

The following guidelines apply:

#### I. REQUIREMENTS FOR SCHOOL ENTRY

- A. The California Health and Safety Code Section, Division 105, Part 2, Chapter 1, Sections 120325-120380 and the California Code of Regulations, Title 17, Division 1, Chapter 4, Subchapter 8, Sections 6000-6075 require the following immunizations prior to school entry (also refer to Attachments D and E; current information regarding requirements are always available at shotsforschool.org):
  - 1. Kindergarten (ETK/TK/K) and Pre-school All children entering a California school at pre-school or kindergarten level (or 1st grade if kindergarten was skipped) require immunizations against poliomyelitis (polio), diphtheria, pertussis, tetanus, measles, mumps, rubella (MMR), hepatitis B and varicella (chickenpox). Students with a history of varicella disease require a written Medical Exemption for the varicella vaccine



- written by an Medical Doctor (MD) or Doctor of Osteopathic Medicine (DO) licensed in the State of California.
- 2. <u>Pre-school</u> In addition to the above immunizations, all children below the age of four years and six months require haemophilus influenza type B (HIB) immunization (see Attachment E).
- 3. Kindergarten (ETK/TK/K) -12<sup>th</sup> grade Children seven years of age and older require the same immunizations as those required for kindergarten. In addition, all students entering grades 7-12 must show proof of a Tdap vaccine on or after seven years of age and a second dose of varicella.
- 4. Seventh (7<sup>th</sup>) Grade
  - a. Beginning July 1, 2019, and thereafter, all students entering and advancing to the 7<sup>th</sup> grade will need proof of a second dose of varicella vaccine and a Tdap (pertussis containing) booster vaccine on or after their 7<sup>th</sup> birthday. The Td vaccine does *not* meet the requirement; however, DTaP/DTP *will* meet the requirement if administered after the 7<sup>th</sup> birthday.
  - b. For data entry purposes:
    - 1) Tdap must be entered in the Tdap field in MiSiS
    - 2) DTaP/DTP must be entered in the DTaP/DTP field only
    - 3) Although both immunizations meet the requirement, they are NOT interchangeable in MiSiS and must be entered in the correct field.

Refer to Attachments D and E for specific requirements. These Attachments may be photocopied and used as quick reference during registration.

Current MiSiS job aides are available at https://misis.lausd.net>Training>Health

- B. Exemptions to the immunization requirements are provided for medical reasons only. Health and Safety Code section 120325(g) allows pupils who, prior to January 1, 2016, have a personal beliefs exemption letter or affidavit on file at a private or public elementary or secondary school, child day care center, nursery school, or development center stating beliefs opposed to immunization, to be enrolled in any private or public elementary or secondary school, child day care center, nursery school, or development center within the state until the pupil enrolls in the next "grade span," as defined (see Attachment C, sample Personal Beliefs Affidavits).
  - 1. Grade span is defined as each of the following: birth to preschool; Extended Transitional Kindergarten/ Transitional Kindergarten/Kindergarten through grade 6, inclusive; and grades 7 through 12, inclusive.
  - The following types of health care practitioners are authorized by law to sign a medical exemption letter ONLY if they are licensed in California:
    - a. Medical Doctor (MD)
    - b. Doctor of Osteopathic Medicine (DO)



- c. The California Licensed MD or DO must specify the term of the Medical Exemption:
  - 1) Temporary Medical Exemptions have a maximum time limit of one year.
  - 2) Permanent Medical Exemptions do not need to be renewed.
  - 3) Medical Exemptions must state:
    - a) The specific nature of the physical condition or medical circumstance for which the licensed physician does not recommend immunization;
    - b) The probable duration of the physical condition or medical circumstance;
    - c) Each specified required immunization from which the pupil is exempt; and
    - d) An expiration date no more than 12 calendar months from the date of signing, if the exemption is temporary.
- C. The California Code of Regulations charges the administrator of each school with enforcing these immunization requirements. The school nurse is available to assist with this responsibility. Since verification of immunization and/or valid medical exemption are required for school admission, office personnel who register new students must be familiar with these requirements.
- D. Parents/Guardians who do not have a written immunization record for their child are to be referred to their health care provider, a school-based clinic or the health department, as appropriate, to obtain the required immunizations and/or written immunization verification for their child prior to school entry. Schools shall not admit or enroll students unless immunization requirements are met, except in circumstances when Conditional admission must be granted as outlined below.
- E. Students who are in foster care, experiencing homelessness, migrant, military family, or who have an Individual Education Plan (IEP) are to be granted Conditional Admission and enrolled immediately, regardless of the availability of immunization records or whether or not immunizations are up to date or complete.
- F. For children admitted conditionally, the school nurse will review records at least every 30 days and may exclude students if immunization requirements are not met within required timelines.

#### II. FIRST ADMISSION TO SCHOOL

Children entering school for the first time must possess a written immunization record showing receipt of each required dose of vaccine (see samples, Attachments A and B). This record must show the date (at least the month and year) of each dose. Measles, mumps, and rubella (MMR) records must have the month, day, and year if administered in the month of the first birthday. In order to

confirm that the vaccine is valid, it must have been administered four or fewer days prior to the minimum required age (one year old).

- A. Unconditional Admission (ETK/TK/K-12) is granted to students who have:
  - 1. Met all immunization requirements.
  - 2. Filed a medical exemption signed by a California Licensed MD or DO provider (students with an expired medical exemption must then meet immunization requirements).
  - 3. Reached 18 years of age or older.
- B. Conditional Admission (Pre-school) is granted to students who have:
  - 1. Completed all age-appropriate immunizations required to date (see Attachments D and E). All pre-school students are admitted *conditionally* since immunization schedules cannot be completed due to age.
  - 2. Haemophilus influenza type B (HIB) immunization is required for first school entry for all students below the age of four years and six months.
- C. Conditional Admission (ETK/TK/K-12) is granted to students who have been partially immunized and succeeding vaccine doses are not yet due (See Attachments D and E).

Note: If the maximum time interval between doses has already been exceeded, the next required doses must be received before admission. Remaining required doses must be received according to the vaccine schedule. A primary immunization series *does not* have to be restarted if the interval between doses is prolonged.

- D. Conditional Admission is also to be granted to students who are in foster care, experiencing homelessness, migrant, military family, or who have an Individual Education Plan (IEP). These students should be enrolled immediately, regardless of the availability of immunization records or whether or not immunizations are up to date or complete.
- E. Required Follow-up on Conditional Admission:
  - 1. For children admitted conditionally, the school nurse will review records at least every 30 days and may exclude students if immunization requirements are not met within required timelines.
  - 2. Parents/guardians are to be notified of the date the immunization is due. At this time, they are also to be notified of the date the student must be excluded if the immunization is not received within ten school days.

School Nurses have access to the Welligent system to generate letters and mailing labels. The letters are marked with missing immunizations based upon the information entered into MiSiS/Welligent and include the date student is to be excluded (see sample letter, Attachment F).

#### III. ADMISSION OF TRANSFERRING STUDENTS

- A. Students transferring within Los Angeles Unified School District (LAUSD) must meet the new regulations starting July 1, 2019. Parents or guardians of students shall provide immunization records and may present one of the following documents at the time of enrollment:
  - 1. Official written immunization record
  - 2. Copy of the California School Immunization Record Card (CSIR)
  - 3. If records are not available or not presented at the time of transfer, school personnel may determine in MiSiS if all immunizations are complete.
- B. Students transferring from another district (i.e., outside of L.A. Unified, from another state, or independent charter schools) who do not present a written immunization record or valid medical exemption will not be admitted or enrolled until they meet California immunization requirements, with the exception of students in foster care, experiencing homelessness, migrant, military family, or who have an Individual Education Plan (IEP). These students are to be granted Conditional Admission and enrolled immediately, regardless of the availability of immunization records or whether or not immunizations are up to date or complete. School personnel shall make every effort to obtain records from previous schools and/or agency contacts (e.g., children's social workers) to determine immunization status but shall not delay in conditionally admitting these students.
- C. A student enrolling or transferring from another country must meet the same requirements as any student entering school for the first time. School personnel shall refer any family without an immunization record or with a foreign record, which the school cannot translate, to their health care provider, local health department, school-based clinic, as appropriate or Student Health and Human Services by telephone at 213-241-3840. The only exception is for students in foster care, experiencing homelessness, migrant, military family, or who have an Individual Education Plan (IEP). These students are to be granted Conditional Admission and enrolled immediately, regardless of the availability of immunization records or whether or not immunizations are up to date or complete.

#### IV. COPIES OF IMMUNIZATION RECORDS

- A. Upon request, LAUSD schools should provide parent/guardian a copy of the CSIR card.
- B. Parents/guardians who request copies of immunization records from California Immunization Registry (CAIR) may be referred to the school nurse or a school-based clinic.

#### V. EXCLUSION AND EXPOSURE TO DISEASE

A. A student who was admitted conditionally and fails to obtain the required immunizations within the time periods specified in Attachment D, (Conditional Admission) may be excluded by the school nurse until they receive another dose of each vaccine required at that time.

The school administrator is charged by the California Code of Regulations and Board Rule 2313 to exclude a student who does not meet the immunization requirements within the specified time periods when the following conditions are met:

- 1. Parent/Guardian has been informed of public sources of immunization administration.
- 2. Parent/Guardian has been notified at least ten school days before the date of exclusion.
- B. When a student who has not been completely immunized against a particular communicable disease is believed to have been exposed to that disease, the school administrator must report this information immediately by telephone to District Nursing Services at 213-202-7580.
- C. Student Medical Services, District Nursing Services and the County Health Officer will determine whether the student is at risk of developing the disease, and if so, may require exclusion of the student until the completion of the incubation period and the period of communicability of the disease. The legal authorization for temporary exclusion from a school or other institution is applicable only to a child who has been exposed to a specified disease and whose documentary proof of immunization status does not show proof of immunization.

#### VI. RECORD-KEEPING

- A. Written personal immunization record
  - 1. The health care provider or health agencyperforming the immunizations must give a written record to the student or parent/guardian containing the following information:
    - a. Full legal name of child
    - b. Birth date of child
    - c. Type of vaccine(s) administered
    - d. Date of each immunization (month/day/year)
    - e. Name of health care provider or health agency administering vaccine(s)
  - 2. While the Immunization Record is the most common used (Attachment A), a variety of written records such as the Student Transfer Form, CSIR or PM 171A "Report of Health Examination for School Entry" may be used for this purpose.
  - 3. At the time of enrollment, school personnel should make a photocopy of the written immunization record. The copy should be kept with the student's health card.



- 4. School office staff shall enter immunization data along with other enrollment information into MiSiS.
- B. California School Immunization Record (CSIR) PM 286 (1/19)
  - 1. The CSIR is part of the student's permanent record (see Attachment B). Once the immunizations are entered into MiSiS, the record may be printed from Welligent either by student ID or by grade level. The CSIR card is also required for each new admission at other grade levels through grade 12 for whom no previous permanent record exists.
  - 2. The requirement for immunization records on a CSIR card refers also to students in the Early Education Program and pre-school age children participating in school-based programs.
  - 3. LAUSD policy requires that school personnel review the CSIR card and certify the accuracy of the documented information at school entrance, transfers and before entrance to 7<sup>th</sup> grade.
  - 4. All records of immunization and/or medical exemption from immunization shall be reviewed and entered into MiSiS immediately at the time of admission and enrollment. Additional immunization information for students who are conditionally admitted shall be entered into MiSiS upon receipt.
  - 5. Health and Safety Code Section 120325 eliminated the option of Personal Beliefs Exemptions (PBE). Parents or guardians of students in any school or pre-kindergarten facility, whether public or private, are no longer allowed to submit a PBE to a currently required vaccine. However, valid PBEs filed at a California school or pre-kindergarten facility before January 1, 2016 remain valid until the student enrolls in the next grade span, typically at ETK/TK/K or 7<sup>th</sup> grade. PBEs filed in 2014 and 2015 are only valid when signed by both an authorized health care practitioner and a parent/guardian no more than 6 months prior to the child's first entry into school or childcare or a new grade span (Attachment C). If the PBE documentation is no longer available, students must meet immunization requirements based on their age or grade.
  - 6. When a medical exemption is claimed, a signed California licensed MD or DO statement to this effect is required and must be attached to the CSIR card, placed in the student's cumulative record, and documented in MiSiS. The following information must be included:
    - a. The specific nature of the physical condition or medical circumstance for which the licensed physician does not recommend immunization;
    - b. The probable duration of the physical condition or medical circumstance;
    - c. Each specific required immunization from which pupil is exempt; and
    - d. An expiration date no more than 12 calendar months from the date of signing, if the exemption is temporary.

VII. REPORTING TO THE STATE OF CALIFORNIA DEPARTMENT OF PUBLIC HEALTH

The school administrator at each school with the support of District Nursing Services must ensure that specific required health reports are submitted annually by the indicated deadlines set by the State of California Department of Public Health:

- A. Kindergarten Immunization Assessment Report
- B. Child Care/Preschool Immunization Assessment Report
- C. 7<sup>th</sup> Grade Immunization Assessment Report

Additional health reports may be requested at any time by the Department of Public Health. Instructions for completing required health reports are sent to schools through LAUSD District Nursing Services.

### RELATED RESOURCES:

- Department of Public Health, Shots for School website: https://www.shotsforschool.org/
- California Immunization Handbook for School and Child Care Programs, 10<sup>th</sup> Edition, July 2019
- Health and Safety Code, Division 105, Part 2, Chapter 1, Sections 120325-120380 (formerly Sections 3380-3390)
- AB 2109 (Pan), Chapter 821, Statutes of 2012, amending Health & Safety Code, Section 120365
- California Code of Regulations, Title 17, Division 1, Chapter 4, Subchapter 8, Sections 6000-6075
- LAUSD Board Rule 2313
- SB 277, Chapter 35, amending Health & Safety Code, Sections 120325, 120335, 120370, and 120375 of, to add Section 120338 to, and to repeal Section 120365
- B<u>UL-6718</u>, Educational Rights and Guidelines for Youth in Foster Care, Experiencing Homelessness and/or Involved in the Juvenile Justice System

#### **ASSISTANCE:** For assistance or further information, please contact:

Communicable Disease Unit, District Nursing Services	213-202-7575
District Nursing Services, Administrative Office	213-202-7580
Student Medical Services, Administrative Office	213-202-7584
Division of Student Health and Human Services	213-241-3840

### -Sample- Blank Immunization Record

I۸		ZATION RECO	RD	VACCINE vacuna	DATE GIVEN fecha de vacunación	DOCTOR OFFICE OR CLINIC médico o clinica	DATE NEXT DOSE DUE próxima vacuna
	-	14.770					
Name Iombre							
irthdate echa de naci	miento	Sex sex					
allergies lergias		A CORNEL					
accine Reac	tions cualquier vacuna	,					
		AENT — CONSERVE ESTE DOC	CUMENTO				
VACCINE	DATE GIVEN fecha de	DOCTOR OFFICE OR CLINIC	DATE NEXT DOSE DUE próximo				
	vacunación		vacuna				
and	child care. Keep this	fornia's immunization requirements to be enrolle s Record as proof of immunization.	Service State Base	ТВ Туров	* Date give	on Given by Date read Read by mmind	
DT/Td = 0 DTaP/Tdap = 0 HiB = 1	deria. Mantenga este diphtheria, tetanus (d diphtheria, tetanus, ar dib meningitis (Haem	nd pertussis (whooping cough) [difteris, tétano, y ophilus influenzae type b) [meningitis Hib]		Privebas PPI	D-Mantoux her D-Mantoux		Pos Pos Pos Neg Pos Neg Pos Neg
MCV = r	meningococcal conjug measles, mumps, rub	ine [vacuna antipoliomielitica inactivada] gate vaccine [vacuna meningocócia conjugada] ella [sarampión, paperas y rubéola (sarampión accharide vaccine [vacuna meningocócia polisa:		*A cher	t x-ray may be indicat	ed if skin test is positive. must be Mantoux unless exception granted by local	
DPV = C	ive attenuated influer oral polio vaccine [v. oneumococcal conjug	nza vaccine [vacuna intranasal viva contra la inf acuna oral contra la polio] late vaccine [vacuna neumocócica conjugada]	luenza]	CHEST X-RAY [Radiografia]	Film date: Person is free o	// Interpretation: normal of communicable tuberculosis: yes no	abnormal
TIV = t	oneumococcal polysa rivalent inactivated in varicella (chickenpox)	ccharide vaccine [vacuna polisacárida contra el ifluenza vaccine [vacuna desactivada contra la [variosia]	neumococo] influenza]	(Nocessary if skin test positive	Signature/Ager	ncy:	

PM 298 F2 (8/05) IMM-75L

ATTACHMENT A (Page 2 of 2)

### Sample Filled-in - Student Immunization Record

				CAIR ID	#:			Med F	Rec#:		Page:
		NIZATION RECOR	RD.	VACCIN vacuna	E	DATE GIVEN fecha de vacunación	DOCTOR médico o ci	OFFICE OR	CLINIC		DATE NEX DOSE DUE próxima vacuna
	Con	iprobante de minumzación		(3) HIB		07/13/2000	TRANSCR	IBED			
				(4) HIB		08/03/2001	TRANSCR	IBED			
ame ombre		ACCUMANA.		MMR (I) MMI		02/13/2001	TRANSCR	IBED			
irthdate cha de nacim	niento	Sex sexo		(2) MMI		03/23/2005	TRANSCR	IBED			
llergies ergias	nerno .	3670		HEPB (1) HBV		03/10/2000	TRANSCR	IBED			
accine Read				(2) HBV		05/12/2000	TRANSCR	IBED	-		
acciones a la istory of Ch	nickenpox	Date Printed		(3) HBV		02/13/2001	TRANSCR	IBED			
storia de vari RE		DCUMENT - CONSERVE ESTE DOCU		PNUcon							
ACCINE	DATE GIVEN fecha de	DOCTOR OFFICE OR CLINIC	DATE NEXT DOSE DUE próxima	PNUps							
acuna	vacunación	médico o clínica	vacuna	(1) VZV		10/31/2003	TRANSCR	IBED			
OLIO 1) IPV	03/10/2000	TRANSCRIBED		(2) VZV		07/25/2008	TRANSCR	IBED			
2) IPV	05/12/2000	TRANSCRIBED		(1) HAV		04/10/2006	TRANSCR	IBED			
3) IPV	08/03/2001	TRANSCRIBED		(2) HAV		08/15/2008	TRANSCR	IBED			
4) IPV	03/23/2005	TRANSCRIBED		HAV		07/23/2012	TRANSCR	IBED			
TP 1) DTaP	03/10/2000	TRANSCRIBED		тв	Type*	Date Given	Given By	Date Read	Read By	Results	Interpretation
2) DTaP	05/12/2000	TRANSCRIBED		Tests	-	-			-	-	
3) DTaP	07/13/2000	TRANSCRIBED		Prueba de TB	-	-		-	-		
(4) DTaP	08/03/2001	TRANSCRIBED				* Only	the three mo	st recent TB	tests are sh	lown.	
(5) DTaP	03/23/2005	TRANSCRIBED		* if requiredept.	ed for s			ntoux unless			local health
(B) Tdap	07/23/2012	TRANSCRIBED	07/23/2022	CHEST X-RAY			/ ommunicable	Interpretate tuberculosis			ormal
11B (1) HIB	03/10/2000	TRANSCRIBED		school.	our chi	ld must mee		immunization	ali boro		enrolled in
(2) HIB	05/12/2000	TRANSCRIBED						tenga este Co			

### IMMUNIZATION RECORD Continuation Form Comprobante de Immunizacion - Pagina de Continuacion

Name nombre

9/2014	MMF SJC RANCHO VIEJO	08/01/2014 05/29/2014
0/2014	MMF SJC RANCHO VIEJO	05/29/2014
_		
3/2012	TRANSCRIBED	01/13/2016

CAIR ID#:	agricino di Manda	Med Rec#:	Page:
VACCINE vacuna	DATE GIVEN fecha de vacunación	DOCTOR OFFICE OR CLINIC médico o clínica	DATE NEXT DOSE DUE próxima vacuna
			70

ATTACHMENT B (Page 1 of 2)

### SAMPLE CALIFORNIA SCHOOL IMMUNIZATION RECORD (CSIR/Blue Card/286 [1/19])

PUPIL NAME (LAST, FIRST, MIDDLE)	9		9	STATEWIDE STUDENT IDENT	IFIER (SSID)	ETHNICITY		RACE		
						Hispanic/I	atino anic/Non-Latino	African-American/Bla American Indian/Ala Asian		
NAME OF PARENT/GUARDIAN (LAST)	; FIRST)			BIRTHDATE (MONTH/DAY/YE/	AR)	SEX		Native Hawaiian/Oth White Other	er Pacific Islander	
REQUIRED VAC	CINE	1 <sup>87</sup>	DATE EACH	DOSE WAS GIVEN	(MM/DD/YY)	5 <sup>TH</sup>	Permanent Medical	Notes for Schoo	I Requirements	
IPV / OPV (Polio)			*		**************************************		Exemption	4 doses meet TK/K-12 r 3 doses, if >1 dose give		
DTaP / DTP - Age 0 Tdap / Td - Age 7 (Diphtheria, Tetanus, Pertussi	+ years			Age: years  Age: years	Age:years			5 doses meet TK/K-12 requirement, as do: 4 doses, if ≥1 dose given at age ≥4 years; 3 doses, if ≥1 Tdap dose at age ≥7 years; Tdap dose may meet 7th Grade requirement		
MMR (Measles, Mumps, R	ubella)	Age:months						2 doses meet TK/K-12 p Doses must be given at		
Hib (Haemophilus influenza	e type b)	0							Required for pre-kindergarten only. At least 1 dose must be given at age ≥1 years.	
Hep B (Hepatitis B)								3 doses meet TK/K-12	equirement.	
VAR / VZV (Varicella or Chickenpox)								2 doses meet TK/K-12 requirement.		
<b>Tdap -</b> 7 <sup>th</sup> Grade (Tetanus, Diphtheria, Pertussi	s)	Age:years						1 dose given at age ≥7 requirement for 7 <sup>th</sup> grad 7 <sup>th</sup> -12 <sup>th</sup> grade admission	e advancement and	
STATUS OF	Staff Initials I reviewed	Has All Required	2	Requires Follov	1 2	-17	w-up Date(s)	Other	Date	
REQUIREMENTS	pupil's Immunization record	Vaccine Doses	Temporary Medical Exemption	Missing Doses Not Currently Due—Conditional	Missing Doses of Overdue—Nee Doses Now	ds admiss	ion schedule or ition end date)	See codes on reverse side	Requirements Met	
Pre-Kindergarten (Child care or preschool)								IEP   PBE (pre-2016)		
TK/K-12								IEP IND Home PBE (pre-2016)		
7 <sup>th</sup> Grade (Advancement or admission)								IEP IND Home		

The California Department of Public Health places strict controls on the gathering and use of personally identifiable data. Personal information is not disclosed, made available, or otherwise used for purposes other than those specified at the time of collection, except with consent or as authorized by law or regulation. The Department's information management practices are consistent with the Information Practices Act (Civil Code Section 1798 et seq.), the Public Records Act (Government Code Section 6250 et seq.), Government Code Sections 11015.5 and 11019.9, and with other applicable laws pertaining to information privacy.

CDPH 286 (1/19)

ATTACHMENT B (Page 2 of 2)

#### **GUIDANCE FOR COMPLETING FORM CDPH 286**

Review the pupil's immunization record for admission to:

- · Pre-kindergarten (child care or preschool);
- Transitional kindergarten/kindergarten through 12<sup>th</sup> grade (TK/K-12);
- (Or advancement to) 7<sup>th</sup> grade.
- Complete the pupil's identification section. The Statewide Student Identifier (SSID) is a 10-digit number assigned to TK/K-12 public school pupils by the California Department of Education.
- Complete the vaccine and dose section using information from the pupil's immunization record provided by a parent or guardian, prior school, or an immunization registry.
  - a. Record the date (month/day/year) of each dose the pupil has received, even if the pupil has an exemption to one or more required vaccines. Any vaccine given four or fewer days prior to the minimum required age is valid.
  - b. Check the Permanent Medical Exemption (PME) box(es) for vaccines that are permanently exempt for medical reasons. If all vaccines are exempted, then fill in the date for "Date Requirements Met" in the appropriate row in the Status of Requirements section. This date is usually the date records are determined to be complete. File the required physician's written statement specifying the exempted immunization(s) in the pupil's record.
- 3. Complete the appropriate row in the Status of Requirements section.
  - Enter the initials of the staff reviewing the pupil's record.
  - b. If the pupil meets admission requirements, check the designated box and enter the date under "Date Requirements Met." This date is usually the date records are determined to be complete.
  - c. If the pupil does not have all required doses but is not due for any doses at the time of admission, check the "Missing Doses Not Currently Due–Conditional" box and fill in the "Follow-up Date(s)" space. Review records at least every 30 days. Once the pupil meets all admission requirements, fill in the date for "Date Requirements Met."
  - d. If the pupil has a Temporary Medical Exemption, check the designated box and write the expiration date in the "Follow-up Date(s)" space. Once the pupil meets all admission requirements, fill in the date for the "Date Requirements Met."
  - If the pupil is due for doses and subject to exclusion, check the "Missing Doses Are Overdue–Needs Doses Now" box and fill in the "Follow-up Date(s)" space.

CDPH 286 (1/19)

- If the pupil does not have all required immunizations and does not meet criteria for conditional admission (including a temporary medical exemption) and is:
  - IEP: Accessing special education services required by the pupil's individualized education program, or
  - IND: Enrolled in an independent study program and does not receive classroom-based instruction, or
  - . Home: Enrolled in a home-based private school, or
  - PBE (pre-2016): Transferring from another school in California with a valid personal beliefs exemption filed before 2016,

Then, using the codes above, check the appropriate box under "Other" and fill in the date for "Date Requirements Met."

Maintain a roster of all pupils who are unimmunized for immediate identification in case of disease outbreak or exposure in the community.

#### TRANSFER PUPILS

Transferring from a school in-state or another state: Review the immunization information and supporting documentation for exemptions included in the pupil's record or other immunization record, verifying the pupil has met immunization requirements for the pupil's age/grade. If the pupil has a personal beliefs exemption (PBE) filed in California prior to 2016 and has not reached the next grade span (in accordance with Health and Safety Code section 120335) or has a Permanent Medical Exemption (PME), then add the pupil's name to your facility's roster of unimmunized pupils.

Transferring from your school: Provide this form or an equivalent immunization record as specified in 17 CCR section 6070(b) and any exemption documentation as part of the pupil's record.

If a pupil transfers from one school to another within California, the pupil's record shall be transferred by the former school no later than 10 school days following the date of request from the school where the pupil intends to enroll (California Education Code section 49068).

Foster children: California law requires schools to immediately enroll foster children transferring to their school even if the child is unable to produce immunization records normally required for school entry. Within two business days of the foster child's request for enrollment, the educational liaison for the new school shall contact the school last attended to obtain all records. The educational liaison for the school last attended shall provide all records to the new school within two business days of receiving the request (California Education Code section 48853.5(e)(8)(C)).



ATTACHMENT C (Page 1 of 2)

# CSIR – PERSONAL BELIEFS AFFIDAVIT (CSIR/Blue Card/PM286B [3/01])

NOTE: Only permitted if signed and filed with school before January 1, 2016 and only valid until next grade span subject to immunization mandates. Grade span is defined as each of the following: birth to preschool; Extended Transitional Kindergarten/ Transitional Kindergarten/Kindergarten through grade 6, inclusive; and grades 7 through 12, inclusive.

	. Complete child's name and address information section, or ask parent or guardian to complete this section only. (This form is not to be sent home or given to parents to complete.)
1	School or child care personnel then fill in date (month/day/year) of each immunization the student has receive the parent or guardian. (If the date consists only of month and year for some doses, fill in month/xx/year; ho month of the first birthday, month/day/year is required.)  presented by or mumps (or mumps (or mumps))
4	Determine if immunization requirements have been met, using the California "Immunization of Crades K-12," or
14	. Complete the Documentation and Status of Requirements box.
	A. Fill in date and your signature as the staff member who reviewed and transcril
	B. If the child has met all immunization requirements, check box A and and date.
	C. If the child has not met all requirements, che to be admitted only if up-to-date, e.g., no immunizations due currently. The child must followed up as indicated in the "Guide to Im" aquirements."
	D. If a child is to be exempted for medical reason and the specific nature and probable duration of the medical condition. If the medical exemption is permanent, the requirement for the designated immunization(s) is met:  ONC.* If the medical exemption is temporary, check box B and box D; this child must be followed up.  ONC.* If the medical exemption is temporary, check box B and box D; this child must be followed up.
	E. If a child is to be exempt affidavit. All requirement conson of personal beliefs, the parent or guardian must sign and date the affidavit below. No other parents should sign this met; check box A and box E.*
	hereby resonant and the first of the child, nary on the front on the including the including for his/her protection.  LENCIAS PERSONAL ESTADE RAC ON AAD DEBE R FIRMA  POR JL I  RE O A MADRE O F GUARDIÁN  RESONAL DE STADE RAC ON AAD DEBE R FIRMA
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	o my belief a understand in case of the reak of a y of these bases, this by be porarily exclusing for his/her protection.  AD EBE R FIRMA POR IL I RE O A MADRE O F GUARDIAN olicito por la presenta a mis creencias. Comprendo que en caso de un brote en la communidad de alguna de estas enfermedades, mi hijo presenta ser excluido temporalmente
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ATTACHMENT C (Page 2 of 2)

#### --PERSONAL BELIEFS EXEMPTION TO REQUIRED IMMUNIZATIONS--

NOTE: Only permitted if signed and filed with school before January 1, 2016 and only valid until next grade span subject to immunization mandates. Grade span is defined as each of the following: birth to preschool; Extended Transitional Kindergarten/Transitional Kindergarten/Kindergarten through grade 6, inclusive; and grades 7 through 12, inclusive.

STUDENT NAME (LAST, FIRST, MIDDLE)	S EXEMPTION TO REQUIRED IMMUT INS
	_M _F/
PARENT/GUARDIAN - NAME	ADDRESS
A. AUTHORIZED HEALTH CAI	RE PRACTITIONER LICENSED IN ( ALIFORNIA - FILL OUT THIS SECTIO.
I am a (check one): M.D./D.O.	Nurse Practitioner ☐ Phy
	y of the student, or the student if an emancipated minor, with information regarding 1) the d 2) the health risks if the student and to the community of the communicable diseases for
Signature of authorized health care practition	Practitioner name, address, telephone number:
Date - within 6 months before ea	eare or school
B. PAF JARDIAN -	FILL OUT THESE SECTIONS
I. Check , the boxes below:	
	ceived in a tion part of the community o
Signature of parent or guardian	Date - within 6 Francis Service entry to child care or school
received that are required for admission Immunizations for which exemption are at greater risk of becoming ill with	a vaccine-preventable disear I understand that an unimmunized student may be id care during an outbreak of, or after exposure to, any of these diseases for the protection 080). I hereby request on the student named above from the required
School Category	Table of Funizations – Check box(es) to request exemption.
Child Care Only Child Care and K-12 <sup>th</sup> Grade	mophilus influenzae type b (Hib meningitis) P (Diphtheria, Tetanus, Pertussis [whooping cough]) Hepatitis B
7 <sup>th</sup> Grade Advancemen*	MMR (Measles, Mumps, Rubella) Polio Varicella (Chickenpox)  Tdap (Tetanus, reduced Diphtheria, Pertussis [whooping cough])
( r admission at 7-12 <sup>th</sup> Grade)	
Signa	Date



ATTACHMENT D (Page 1 of 4)

#### OFFICE GUIDE FOR IMMUNIZATIONS: SCHOOL ADMISSION AND ENROLLMENT

(for school office use)

Please refer to the California Department of Public Health website (ShotsForSchools.org) current information and updates.

- 1. A **written immunization record** from a licensed physician or the health department must be presented. Parent/Guardian signature is not acceptable for immunization verification of children enrolling in school.
- 2. The California School Immunization Record (CSIR) card is the official permanent immunization record. Immunizations shall be recorded in MiSiS at the time of enrollment and may be printed by school personnel, and kept with the cumulative record.
- 3. A student for whom a medical exemption is signed by a California Licensed physician ONLY and filed with the school is admitted unconditionally. Temporary Medical Exemptions expire one year after being written. Permanent Medical Exemptions are permanent (do not have to be renewed).
- 4. A student for whom a personal belief exemption is signed and filed with the school before January 1, 2016 (Attachment C) is admitted conditionally until the next grade span: ETK/TK/K or 7th grade.
  - 5. All pre-school and children's center students without a valid medical exemption must be immunized as per schedule at the time of admission (see page 2).
- 6. Children under the age of four years, six months require haemophilus influenza B (HIB) immunization on first school entry. If the student is partially immunized, they must follow the required immunization schedule and present written documentation of receiving the required vaccine(s).
- 7. Children in ETK/TK/K through 12th grade must comply with immunization requirements (see page 3). Students age 18 or older are exempt from immunizations.
- 8. All children entering a California school for the first time require immunization against varicella or a Medical Exemption signed by a California licensed MD or DO stating that the child is exempt from varicella (chickenpox) vaccine due to having had the disease.
  - 9. All students entering the 7th grade must have two doses of varicella containing vaccine. Students in ungraded classes must receive the second dose of varicella containing vaccine by age 12 years.
- 10. All students entering 7th grade will need proof of a Tdap booster on or after their 7th birthday. Td vaccine does not meet the requirement. All students in grades 7-12 must have proof of a Tdap booster on or after their 7th birthday.
- 11. Parents/Guardians who do not have a written immunization record for their child are to be referred to their health care provider, LAUSD school-based clinic or the health department to obtain the required immunizations and/or written immunization verification for their child prior to school entry. Do not allow the child to attend school or child care unless the requirements are met. See note under conditional admission (II, C).
- 12. Conditional admission shall be granted as required (refer to table below (page 2).
- 13. For children admitted conditionally, the school nurse will review records at least every 30 days and may exclude students if immunization requirements are not met within 30 days of enrollment.
- 14. Parent/Guardian must be notified at least 10 school days in advance of immunizations that are due and the date the student is to be excluded (See Attachments E and E-1).



# LOS ANGELES UNIFIED SCHOOL DISTRICT ATTACHMENT D POLICY BULLETIN (Page 2 of 4)

Student Healths -Immunization S	tatus and School Admission Quick	Reference-
I. Immunization Status	School office action(s)	Additional actions / Considerations
A. Child's record shows for each required immunization, receipt of dose OR permanent medical exemption statement from a California licensed physician or Doctor of Osteopathic Medicine (DO).	Admit unconditionally and enroll     For medical exemption questions, contact your school nurse or Local District Nursing Office	n/a
B. Child's record shows, for each dose not met unconditionally, either: a temporary medical exemption (TME) statement from a California licensed physician or DO  OR at least 1 dose of every required vaccine, and no deadline for any missing dose has passed	<ol> <li>Admit conditionally and enroll</li> <li>Notify caregiver that admission is conditional, inform of upcoming doses and that child may be excluded from school if deadlines are missed</li> <li>Provide caregiver with information about required vaccinations for school admission (Attachment D) and free/low cost resources to obtain needed vaccinations</li> <li>Immediately inform school nurse</li> </ol>	For children admitted conditionally, school nurse will review records at least every 30 days and may exclude student if immunization requirements are not met within required timelines.
C. Child is in foster care, homeless, migrant, military family, or has an Individual Education Plan (IEP)  Child's record shows no proof of immunization compliance, valid medical exemption  OR shows missing doses without a valid temporary or permanent medical exemption  OR no proof of at least 1 dose of every required vaccine, and/or deadlines for missing doses have passed	<ol> <li>Admit conditionally and enroll</li> <li>Contact prior school(s) and/or social worker in an effort to obtain copies of any available immunization records</li> <li>If unable to obtain copies from prior school(s) and/or social worker, schools may contact Student Support Programs (213) 241-3840 and/or other contacts provided by caregiver</li> <li>Immediately inform school nurse, who may access additional records, such as CAIR</li> <li>Notify caregiver that admission is conditional, inform of upcoming doses and that child may be excluded from school if deadlines are missed</li> </ol>	For children admitted conditionally, school nurse will review records at least every 30 days and may exclude student if immunization requirements are not met within required timelines.
	6. Provide caregiver with information about required vaccinations for school admission (Attachment D) and free/low cost resources to obtain needed vaccinations	



# LOS ANGELES UNIFIED SCHOOL DISTRICT ATTACHMENT D POLICY BULLETIN (Page 3 of 4)

I. Immuniz	cation Status	School office action(s)	Additional actions / Considerations	
D. Child not in foster care, homeless, migrant, military family, and does not have an IEP  Child's record(s) show no proof of immunization compliance, valid medical exemption, OR shows missing doses without a valid temporary or permanent medical exemption  OR no proof of at least 1 dose of every required vaccine, and/or deadlines for missing doses have passed		<ol> <li>Do not admit or enroll</li> <li>Inform caregiver that proof of immunization compliance is a condition of school admission</li> <li>Provide caregiver with a copy of Parents' Guide to Immunization Records for School Entry (Attachment D) and free/low cost resources to obtain needed vaccinations</li> <li>Return enrollment packet to caregiver until conditions of admission are met</li> </ol>	Before returning enrollment packet to caregiver, consider copying the first sheet to maintain contact information for the family to support any needed follow up or outreach efforts	
Related Definition	ns:			
Enrollment:		acceptance of all necessary documentation), assignr mentary) or into each scheduled class (secondary)	nent to class(es) and the presence	

Students who unconditionally or conditionally meet admission requirements shall be immediately enrolled.



# LOS ANGELES UNIFIED SCHOOL DISTRICT ATTACHMENT D POLICY BULLETIN (Page 4 of 4)



#### **Student Health and Human Services (SHHS)**

II. Definitions: Students with a Legal Right to Conditional Admission (regardless of Immunization Record status) and Immediate Enrollment	Identification	Contact for assistance:
"Pupil in foster care" means a child who has been removed from their home pursuant to Section 309 of the Welfare and Institutions Code, is the subject of an open court case filed under Section 300 or 602 of the Welfare and Institutions Code, or has been removed from their home and is the subject of a petition filed under Section 300 or 602 of the Welfare and Institutions Code. These situations are typically case managed by the Department of Children and Family Services. Pupils under this definition may also be under Probation supervision if they meet the above criteria. Pupils in foster care may be enrolled without records normally required for enrollment (EC §48850).	DCFS 1399 form; "SP" alert <u>may</u> appear on student profile in MiSiS; additional information may be available under Census tab>Out of Home Care	SHHS/Student Support Services Programs (213) 241-3840
"Pupil who is a homeless child or youth" means a pupil who meets the definition of "homeless child or youth" in Section 11434a(2) of Title 42 of the United States Code, or individuals who lack a fixed, regular, and adequate nighttime residence. LAUSD uses the Student Housing Questionnaire (SHQ) to identify eligible students experiencing homelessness and provide support services. Pupils experiencing homelessness maybe be enrolled without records normally required for enrollment (EC §48850).	Student Housing Questionnaire (enrollment packet); "SP" alert may appear on student profile in MiSiS; additional information may be available under Census tab>Homeless	SHHS/Student Support Services Programs (213) 241-3840
"Pupil who is a child of a military family" means a school-aged child or children, enrolled in Kindergarten through Twelfth (12th) grade, in the "Active duty" means: full-time duty status in the active uniformed service of the United States, including members of the National Guard and Reserve on active duty orders pursuant to 10 U.S.C. Sections 1209 and 1211. Pupils who are children of military families may be enrolled without records normally required for enrollment (EC §48204.6, §49701).	Student Emergency Card (enrollment packet); information may appear under Enrollment tab> Military Family Members	SHHS (213) 241-3840
"Pupil who is a migratory child" is a "Currently migratory child," or is a child who has moved with a parent, guardian, or other person having custody, from one school district to another, either within the State of California or from another state, within the 12-month period immediately preceding his or her identification as such a child, in order that the child, a parent, guardian, or other member of his or her immediate family might secure temporary or seasonal employment in an agricultural or fishing activity, and whose parents or guardians have been informed of the child's eligibility for migrant education services. "Currently migratory child," includes a child who, without parent or guardian, has continued to migrate annually to secure temporary or seasonal employment in an agricultural or fishing activity. Pupils who are migratory children may be enrolled without records normally required for enrollment (EC §48204.7). Includes students participating in the Migrant Education Program.	Migrant Education Form (enrollment packet); Migrant information may appear under Census tab > Migrant	Beyond the Bell/Migrant Education Program (213) 241-0510
<b>Student with an Individual Education Plan</b> is a student who qualifies for an Individual Education Plan (Health and Safety Code §120355 (h)).	Enrollment form and copy of IEP provided at the time of enrollment and/or IEP records received from prior school(s) and/or available in MiSiS under Services tab > Special Education	Local District Special Education Administrator



ATTACHMENT E (Page 1 of 2)

**NOTE:** The most current version of this handout, in English and Spanish, is always available at: https://www.shotsforschool.org/

# PARENTS' GUIDE TO IMMUNIZATIONS REQUIRED FOR PRE-KINDERGARTEN (CHILD CARE)

Starting July 1, 2019

Parents must show their child's immunization Record as proof of immunizations (shots) before starting pre-kindergarten (child care) and at each age checkpoint after entry:

Age at Entry/checkpoint	Required Doses
2-3 Months	1 Polio 1 DTaP 1 Hep B 1 Hib
4-5 Months	2 Polio 2 DTaP 2 Hep B 2 Hib
6-14 Months	2 Polio 3 DTaP 2 Hep B 2 Hib
15-17 Months	3 Polio 3 DTaP 2 Hep B 1 Hib* (on or after 1st birthday) 1 Varicella 1 MMR (on or after 1st birthday)
18 Months-5 Years	3 Polio 4 DTaP 3 Hep B 1 Hib* (on or after 1st birthday) 1 Varicella 1 MMR (on or after 1st birthday)

One Hib dose must be given on or after the 1st birthday regardless of previous doses.
 Required only for children younger than 5 years old.

DTaP = <u>diphtheria toxoid</u>, <u>tetanus toxoid</u>, and acellular <u>pertussis</u> vaccine Hep B = <u>hepatitis B</u> vaccine

Varicella = chickenpox vaccine

Hib = <u>Haemophilus influenzae</u>, <u>type B</u> vaccine MMR = <u>measles</u>, <u>mumps</u>, and <u>rubella</u> vaccine

IMM-222 Child Care (1/19)

California Department of Public Health - Immunization Branch - ShotsForSchool.org



ATTACHMENT E (Page 2 of 2)

**NOTE:** The most current version of this handout, in English and Spanish, is always available at: <a href="https://www.shotsforschool.org/">https://www.shotsforschool.org/</a>

# REQUIRED FOR SCHOOL ENTRY



Starting July 1, 2019

### Students Admitted at TK/K-12 Need:

- Diphtheria, Tetanus, and Pertussis (DTaP, DTP, Tdap, or Td) 5 doses
   (4 doses OK if one was given on or after 4th birthday.
   3 doses OK if one was given on or after 7th birthday.)
   For 7th-12th graders, at least 1 dose of pertussis-containing vaccine is required on or after 7th birthday.
- Polio (OPV or IPV) 4 doses
   (3 doses OK if one was given on or after 4th birthday)
- Hepatitis B 3 doses (Not required for 7th grade entry)
- Measles, Mumps, and Rubella (MMR) 2 doses (Both given on or after 1st birthday)
- Varicella (Chickenpox) 2 doses

These immunization requirements apply to new admissions and transfers for all grades, including transitional kindergarten.

### Students Starting 7th Grade Need:

- Tetanus, Diphtheria, Pertussis (Tdap) —1 dose (Whooping cough booster usually given at 11 years and up)
- Varicella (Chickenpox) 2 doses (Usually given at ages 12 months and 4-6 years)

In addition, the TK/K-12 immunization requirements apply to 7th graders who:

- previously had a valid personal beliefs exemption filed before 2016 upon entry between TK/Kindergarten and 6th grade
- · are new admissions

#### Records:

California schools are required to check immunization records for all new student admissions at TK/Kindergarten through 12th grade and all students advancing to 7th grade before entry. Parents must show their child's Immunization Record as proof of immunization.

IMM-222 School (1/19)

California Department of Public Health - Immunization Branch - ShotsForSchool.org



ATTACHMENT F (Page 1 of 1)

#### -SAMPLE EXCLUSION LETTER-

	LOS ANGELES UNIFIED SCHOOL DISTRICT	
	Student Health and Human Services	
	School Name	
	Date:	
NOT	TFICATION OF IMMUNIZ .4(\$) DUE	
NOI	IFICATION OF IMMONIZ .4(3) DOE	
STUDENT'S NAME	ROOM GRADE/TRACK	
Dear Parent or Guardian:		
AND THE PERSON OF THE PERSON O	ancforming to another school at any grade level must meet the same immunization requ	iicomonte
In addition, students entering or	.o 7th grade must show evidence that they have received a pertussis-containing va	ccine (e.g.
	2nd dose of Varicella. This notice is a reminder that your child's immunization series is in ations are now due. The California Health and Safety Code Section, Division 105, Part	
1, Sections 121 . the Cal	formia Control Regulation Title 1 vision apter 4 sections	5 10-6075
requires that y against serious diseases. If	child ha a rson leligio beli exer on on file v the school, r 8	277 these
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