

School Immunization Reports

Due by November 1st to the Washington State Department of Health

- Parents or guardians are required to submit a Certificate of Immunization Status (CIS) or the Certificate of Exemption (COE) to the school for each student, documenting all the required immunizations for school entry.
- The CIS must be filled out and signed by the parent. There is no need for the parent to submit a new one each year. The school can determine if they want to keep a hard copy of the CIS or keep it electronically.
- If parents want an exemption for required vaccines, they are required to submit a COE for the student.
 - A healthcare provider (not a chiropractor) is required to sign the exemption form for personal, religious, or medical exemptions.
 - If a parent requests a religious membership exemption because he/she doesn't believe in medical treatment by a healthcare provider, then a provider signature is NOT required, just a parent signature.
- When reviewing the CIS, look at the "Vaccines Required" chart to determine whether students are in compliance or need more shots.
- By law, a student must get all of the required vaccines, with the correct number of doses, at the right age, and at the right interval between doses.
- If a student is missing the required immunizations, notify parents and require the vaccines.
- Students are in compliance with the immunization requirements if they are fully immunized according to the national immunization schedule.
- Students are also in compliance if parents provide a copy of a lab test showing immunity to a disease.
- If a provider verifies a history of chickenpox disease, the student is in compliance.
- If a student has an exemption on file, he/she is in compliance.
- Students may have a 30 day temporary conditional status and attend school until they are immunized. If still missing required immunizations after the 30 day conditional time frame, they must be excluded from school according to the law.

Immunization Compliance Resources

- Immunization Toolkit: <http://immstoolkit.org/>
- School age required vaccines chart: www.doh.wa.gov/Portals/1/Documents/Pubs/348-053-ChildCareChart2015-2016.pdf
- Preschool/ child care required vaccines chart:
www.doh.wa.gov/Portals/1/Documents/Pubs/348-053-ChildCareChart2015-2016.pdf
- Immunization Manual for School, Preschool, and Child Care:
www.doh.wa.gov/CommunityandEnvironment/Schools/Immunization/SchoolManual

How to Use the WA Immunization Information System

- Private schools can get an account to look up immunizations if a School nurse or volunteer works on immunization compliance. Send email requesting the "Information sharing agreement":
Sonja.morris@doh.wa.gov
- After getting access, the nurse can assign a non-licensed staff to view immunizations in the system. These staff members must sign a Confidentiality Agreement.

How to Report Online – Private Schools without a Student Information System

- Report online in the Immunization Information System: www.waiis.wa.gov
- If you are new, send an email to waiishelpdesk@doh.wa.gov to request an account
- Reporting account is just for annual report
- If you already have an account to look up immunizations, still need a second account for reporting (2 separate usernames)

School reporting webpage:

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

Preschool and child care reporting web page:

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

Email for questions about reporting: oi cpschools@doh.wa.gov

Private Schools – For technical reasons all schools, both public and private, are grouped under the public school district for that area. When you enter the system you will see all the schools in the district- select your school and enter in your numbers.