

Determining if Immunization Requirements Are Met

Obtain the Child's Immunization Record

Before children in preschool and grades K-12 may enter or transfer into public or private schools, Idaho law requires that a valid immunization record be presented to school staff by the parent or guardian at the time of registration and before attendance.

A valid immunization record is an electronic medical health record, an immunization registry document, or a written immunization certificate confirmed (signed, stamped, or provided on official letterhead) by a licensed health care professional which states the month, day, and year of each immunization a child has received. A record with check marks instead of dates or one which states only "up-to-date," "all requirements met," or "series complete" is inadequate and may not be accepted. The record must show that all required vaccine doses have been received and minimum ages and intervals have been met. Laboratory proof of immunity to a disease for which a vaccine is required is valid and meets the requirement for that disease. For varicella, a statement by a licensed health care professional indicating the child has had chickenpox disease meets the requirement. Schools should refer parents without records to their regular doctor; if they have no health care provider, they can be referred to the local health department.

Blue Idaho School Health Folder

The blue Idaho School Health Folder is a resource that schools may use to keep track of student immunization records. For simplicity, in this Handbook, it is called the Blue Folder. Blue Folders are available free of charge from the Idaho Immunization Program. Please submit your order online using the online Resource Order Form. To locate the form, visit www.immunizeidahoschools.com and select **Resource Order Form** from the list of **School Staff Resources** on the right-hand side of the screen.

Record the vaccinations and dates of administration on the blue Idaho School Health Folder. Full dates (month/day/year) should always be used. Only one Blue Folder should be in the student's cumulative file. If there are several, update one to make it complete and either discard all others or staple all others behind the new Blue Folder.

Please note, the Blue Folder alone is **not** considered a valid immunization record. A hardcopy of the child's immunization record must be on file at the school.

IDAHO SCHOOL HEALTH FOLDER																								
State law requires that children meet immunization requirements at registration and before attendance (IDAPA 16.02.15). No child shall attend school without proof of immunization status. Please visit the Idaho Immunization Program's website at www.immunizeidaho.com to view school immunization requirements.																								
STUDENT INFORMATION																								
Student Name: _____			Date of Birth: _____		Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female																			
Parent/Guardian: _____			Home Phone: _____		Cell Phone: _____																			
IMMUNIZATION INFORMATION																								
VACCINE TYPE	Record the month/day/year each vaccine was given																							
	1 st Dose Date	2 nd Dose Date	3 rd Dose Date	4 th Dose Date	6 th Dose Date																			
DTaP, DTP, or DT (Diphtheria, Tetanus, Pertussis)	/ /	/ /	/ /	/ /	/ /	/ /																		
Polio	/ /	/ /	/ /	/ /	/ /	/ /																		
MMR (Measles, Mumps, Rubella)	/ /	/ /	/ /	/ /	/ /	/ /																		
Hepatitis B	/ /	/ /	/ /	/ /	/ /	/ /																		
Varicella (Chickenpox)	/ /	/ /	/ /	/ /	/ /	/ /																		
Hepatitis A	/ /	/ /	/ /	/ /	/ /	/ /																		
Tdap or Td Booster (Diphtheria, Tetanus, Pertussis)	/ /	/ /	/ /	/ /	/ /	/ /																		
Meningococcal	/ /	/ /	/ /	/ /	/ /	/ /																		
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I certify that I reviewed a valid record of this child's immunizations and transcribed it accurately.																								
Authorized Signature _____			Title _____		Date _____																			

School Entry Immunization Requirements

The immunization requirements you must enforce are detailed below as well as on the enclosed page titled *Guide to the School Immunization Requirements*. Each child must meet immunization requirements outlined below at registration and before attendance. No child shall attend school without proof of immunization status.

MINIMUM IMMUNIZATION REQUIREMENTS FOR SCHOOL ENTRY (preschool & K-12)	
Immunization Requirement by Age	Doses of Vaccines Required
Children born on or before September 1, 1999 must have a minimum of:	(4) Diphtheria, Tetanus, Pertussis (DTaP) (1) Measles, Mumps, and Rubella (MMR) (3) Polio (3) Hepatitis B
Children born after September 1, 1999 through September 1, 2005 must have a minimum of:	(5) Diphtheria, Tetanus, Pertussis (DTaP) ² (2) Measles, Mumps, and Rubella (MMR) (3) Polio (3) Hepatitis B
Children born after September 1, 2005¹ must have a minimum of:	(5) Diphtheria, Tetanus, Pertussis (DTaP) ² (2) Measles, Mumps, and Rubella (MMR) (4) Polio ³ (3) Hepatitis B (2) Varicella (Chickenpox) ⁴ (2) Hepatitis A

1. Preschool children need only be age-appropriately immunized with the required vaccines.
 2. DTaP: The 5th dose is not necessary if the 4th dose was administered at age 4 years or older.
 3. Polio: The 4th dose is not necessary if the 3th dose was administered at age 4 years or older **and** at least 6 months after previous dose.
 4. Varicella: History of chickenpox disease documented by a physician or licensed health care professional meets the requirement.

7th Grade Immunization Requirements

Effective with the 2011-2012 school year, in addition to the school entry requirements, a child must receive the following immunizations prior to admission into the 7th grade: one dose of Tdap booster, and one dose of Meningococcal vaccine. This requirement will be extended as the current 7th grade cohort advances to later grades. Therefore, this requirement will be extended to: 7th-8th grade students in 2012-13, 7th-9th grade students in 2013-14, 7th-10th grade students in 2014-15, 7th-11th grade students in 2015-16, and 7th-12th grade students in 2016-17.

7th GRADE IMMUNIZATION REQUIREMENTS	
Immunization Requirement by Grade	Doses of Vaccines Required
Children admitted to 7th grade during or after the 2011-2012 school year must meet the following minimum immunization requirements in addition to school entry requirements:	(1) Tetanus, Diphtheria, Pertussis (Tdap) (1) Meningococcal

Immunization Minimum Ages and Intervals

First, look at the child's date of birth to determine which set of immunization requirements apply. Compare the child's immunization dates to the requirements and determine if all requirements are met. Since a child's body needs an adequate amount of time between vaccine doses to develop immunity, be sure to check the timing of doses to make sure that minimum ages and intervals were met. Vaccine doses that are given at *less* than the minimum age or interval are not valid and must be repeated to be valid.

ABBREVIATED CATCH-UP IMMUNIZATION SCHEDULE⁴ (for full version, visit www.immunizeidaho.com)

Vaccine	Minimum Age for Dose 1	Minimum Interval Between Doses			
		Dose 1 to Dose 2	Dose 2 to Dose 3	Dose 3 to Dose 4	Dose 4 to Dose 5
DTaP	6 wks	4 weeks	4 weeks	6 months	6 months ¹
Polio	6 wks	4 weeks	4 weeks	6 months ²	
MMR	12 mo	4 weeks			
Hepatitis B	Birth	4 weeks	8 weeks ³		
Varicella	12 mo	3 months			
Hepatitis A	12 mo	6 months			

1. DTaP: The 5th dose is not necessary if the 4th dose was administered at age 4 years or older.
2. Polio: The 4th dose is not necessary if the 3th dose was administered at age 4 years or older and at least 6 months after previous dose.
3. Hep B: Minimum age for the 3rd dose is 24 weeks and at least 16 weeks after first dose.
4. To enter the 7th grade, students are required to have one dose of Tdap and one dose of Meningococcal vaccine; because a child must have received at least one dose of each required vaccine to be eligible for conditional admission, Tdap and Meningococcal are not included on the Idaho Conditional Admission to School form.

The 4-Day Grace Period

The U.S. Advisory Committee on Immunization Practices (ACIP) permits a 4-day grace period on minimum ages and intervals. This time frame allows school authorities reviewing student records to apply a 4-day grace period for a student who received doses of a vaccine too early. This means:

- Vaccine doses given up to (and including) 4 days before the minimum age or interval can be counted as valid and will not have to be repeated;
- Doses given 5 days or earlier should not be counted as valid and should be repeated.

Exemptions to Immunization Requirements

Although the Idaho Department of Health and Welfare strongly encourages that children be immunized, the ultimate decision to immunize or not is that of the parent or guardian. Idaho law allows a parent/guardian to claim an exemption from immunization requirements for their child for medical, religious, or personal reasons. All exemptions must be documented on the official Idaho Exemption Form provided by the Idaho Department of Health and Welfare, Immunization Program (available at www.immunizeidahoschools.com). A medical exemption requires the signature of a licensed physician and certification that the child has a medical condition which prevents him or her from receiving one or more of the required vaccinations. The law does not allow parents/guardians to claim an exemption because the shot record is lost or incomplete, or because it is too much trouble to contact the physician or clinic and obtain a copy. Schools should maintain an up-to-date list of students with exemptions so they can be excluded quickly if a case or an outbreak of a vaccine-preventable disease occurs in the school.

Conditional Admission to School

There are several situations in which children can be admitted conditionally. If children have received at least one dose of each required vaccine and are currently up-to-date (next doses are not yet due), they may be admitted on the condition that they will receive still-needed doses as they become due in the future. The school official must follow up by notifying parents, checking documentation that the needed immunizations were received (usually by reviewing the child's updated immunization record or IRIS), and adding the new dates to the child's Blue Folder.

In 2001, federal legislation, the McKinney-Vento Homeless Education Act, was passed to ensure education protection for homeless children. One of the provisions is that local educational agencies can immediately enroll homeless students. This means homeless students may be admitted conditionally without the required immunization documentation. The homeless child liaison at the school or school district must assist homeless children in obtaining immunizations or immunization records.

Complete the Status of Requirements (Blue Folder)

- ALL REQUIREMENTS MET:** Requirements are met by either up-to-date immunizations **OR** by obtaining a medical, religious or philosophical/personal exemption. If all required immunizations have been received, enter the date for ALL REQUIREMENTS MET and check the box for "Adequately Immunized." Retain a copy of the immunization record in the health folder. If the student has an exemption, enter the date for ALL REQUIREMENTS MET and check box for the type of exemption. Retain the completed exemption form in the health folder.
- CONDITIONAL ADMISSION:** If all requirements have not been met, but the child has received at least one dose of each required vaccine, enter "Conditional Admission" date and explain the process of completing the required immunizations to the parent/guardian. Retain a copy of the completed Conditional Admission form in the health folder and follow-up with the parent/guardian until all requirements have been met. If immunizations are not received according to the deadline(s) set in the Conditional Admission form, the child is then Not-in-Compliance and must be excluded from school.

STATUS OF REQUIREMENTS	
1. ALL REQUIREMENTS MET: <i>(Include copy of immunization record or completed exemption form in health folder.)</i> Date: ____ / ____ / ____ <input type="checkbox"/> Adequately Immunized OR Exemption claimed for: <input type="checkbox"/> Medical <input type="checkbox"/> Religious <input type="checkbox"/> Philosophical/Personal	2. CONDITIONAL ATTENDANCE: <i>(Include Conditional Admission form in health folder.)</i> Date: ____ / ____ / ____
3. NOT-IN-COMPLIANCE: Date: ____ / ____ / ____	

- NOT-IN-COMPLIANCE:** If all requirements have not been met, the child is Not-in-Compliance and must be excluded from school. Enter the "Not-in-Compliance" date. If the student subsequently completes all requirements, cross through the "Not-in-Compliance" date and refer to the process for ALL REQUIREMENTS MET or CONDITIONAL ADMISSION.