

2020/2021
REGISTRATION CHECKLIST FOR IMMUNIZATION ENROLLMENT PROCESS

Oregon law requires student's immunization record to be documented on a signed and dated Certificate of Immunization Status form (CIS). The CIS must have:

1. Both month, day and year of each dose of each vaccine received and/or a
2. Medical exemption (letter signed by a Health Care Provider (HCP)) and/or a
3. Nonmedical exemption* (on the CIS form, vaccines that are exempt are checked).

The CIS form is signed and dated and a Vaccine Education Certificate with the student's name is attached.

Students enrolling are either a New Enterer or Transfer:

NEW ENTER is:

- Student enters school at the entry level (Pre-K, K or 1st Grade)
- Student enters from home-school (Pre-K-12th grade)
- Student enters an Oregon school directly from a foreign country (Pre-K-12th Grade)

Minimum Requirements for New Enter are:

One dose of each vaccine required (age appropriate) at initial attendance **or** an appropriately signed medical or nonmedical exemption:

- Diphtheria-tetanus containing vaccine
- **Tetanus-diphtheria-pertussis (Tdap) (Grades 7-12)**
- Polio
- Measles, mumps, rubella
- *Haemophilus influenzae* type b (Hib) (Hib is required only for students younger than 5 years)
- Hepatitis A
- Hepatitis B
- Varicella **or** history of chickenpox disease

TRANSFER STUDENT is:

- Student transfers from another school in the US has 30 days for records to transfer from previous school
- Includes children transferring to another school in the same district, but does not include a change due to a normal progression of grade levels (e.g. elementary school to middle school)

Transferring Student needs:

- A signed and dated CIS with month, day and year of dose of each vaccine received or an appropriately signed and dated nonmedical* or medical exemption.

IF Parents HAVE Medical Records:

Parents can transfer information to the CIS, then sign and date the form. **Do not** keep the parents' original record.

IF Parents DO NOT Have Medical Records:

- Refer them to their own HCP or a Multnomah County Health Department (MCHD) Clinic.
- Immunization information may be available in the Alert database.

Students who are 15 years old may sign their own CIS form, including nonmedical exemption*.

FINAL STEP: Send a copy of the CIS form to the SHS Immunization Program **OR** complete data entry on site.

Pre-signed CIS forms without vaccine dates entered are not accepted

HOMELESS STUDENTS:

- When a student is determined by the school or district to be homeless and does not have a CIS on file with the school, the student will be allowed to enroll conditionally.

NONMEDICAL EXEMPTION

- There are two ways to claim this exemption. A health care provider's signature verifying that risks and benefits of immunization have been discussed or the online educational module(s) have been viewed and a printed certificate is provided.