Overview of 2023-24 School Year Immunization Requirements

Public Health Law § 2164
Overview

- Introduction
- Immunization Records: Criteria and Standards
- Timelines: In-Process and Grace Period
- Medical Exemptions and Susceptible List
- Additional Responsibilities: Exclusions and School Survey
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- 2023-24 School Year New York State Immunization Requirements for School Entrance/Attendance Document
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Introduction
Bureau of Immunization  
School Assessment and Compliance Unit

- Monitors the implementation of immunization requirements in New York State (NYS) schools and helps guide school coordinators and local health departments on procedures for students to attain and maintain compliancy
  - Implements guidance from the Advisory Committee of Immunization Practices (ACIP) Catch-up Schedule
  - Performs school audits

Promoting the health of NYS children by reducing and/or eliminating the number of vaccine-preventable diseases
Yearly Requirements for Schools*

Public, private or parochial child caring center, day nursery, day care agency, nursery school, kindergarten, elementary, intermediate or secondary schools

- Maintain accessible database of current immunization records for each student
  - In accordance with the Public Health Law (PHL) § 2164 all schools are required to have an up-to-date record for each student currently attending school that shows proof of immunization compliancy and is easily accessible to be presented if selected for random audit
- Designate a registered Health Commerce System (HCS) coordinator to complete the required annual School Immunization Survey for grades Pre-K through 12

No student is permitted to attend school for more than 14 calendar days (30 calendar days for out-of-state or foreign students) after their first day of school without being in-process or up to date with NYS immunization requirements
Immunization Records: Criteria and Standards
Record Requirements for School Admission
Students between 2 months and 18 years of age

- Immunization Record
- Serological Evidence or Diagnosis of Disease
- In-Process
- Medical Exemption
New York State Immunization Record
Official document containing all immunizations and dates received

- Healthcare record signed by a NYS licensed practitioner authorized by law to administer immunizations

The law mandates that as of January 1, 2008, all current immunizations administered to children less than 19 years of age, along with their histories, must be entered into NYSIIS within 14 days of administration.
Other Acceptable Immunization Records

Acceptable without practitioner signature

- NYSIIS or CIR record
- Official record from another state
- Electronic health record
- Official record from a foreign nation
  - An official record from a foreign nation may be accepted as a certificate of immunization without a health practitioner’s signature. An unofficial record, such as one issued by a private clinic in another country, could not be accepted unless it was reviewed and signed by a health practitioner licensed in New York State
- School health record
  - Record transferred directly from another school is acceptable
Serology/Titer Report
Evidence of Immunity or Laboratory Confirmation of Disease

• Positive test results (does not include equivocal results) accepted for:
  • Measles
  • Mumps
  • Rubella
  • Hepatitis B
  • Varicella – Evidence of immunity from being diagnosed with varicella by physician, nurse practitioner, or physician assistant also acceptable
  • Polio – Serologic results for polio only allowed if test was performed prior to September 1, 2019, and documentation of results are positive for each of the 3 polio serotypes
In-Process

Received at least first dose of each immunization series and has age-appropriate appointments within a 14-day period to complete the immunization series

• The Advisory Committee on Immunization Practices (ACIP) catch-up schedule must be used when determining appropriate spacing between appointments

• Schools may not refuse admission to a child who meets the definition of *in-process* to complete the required immunizations
Medical Exemption*
Completed by New York State licensed physician on the New York State Department of Health form

- If a New York State licensed physician certifies that an immunization is detrimental to a child's health, the requirement for that immunization is waived until such immunization is no longer detrimental to the child's health (PHL § 2164)

*To be covered in more detail later in presentation
Timelines:
In-Process & Grace Period
In-Process

- An *in-process* student must have received at least one dose of each immunization series and has age-appropriate appointments to complete the immunization series within 14 days after the minimum interval.
- Appropriate intervals must follow the Centers for Disease Control and Prevention (CDC) ACIP catch-up schedule [https://www.cdc.gov/vaccines/schedules/hcp/imz/child-adolescent.html](https://www.cdc.gov/vaccines/schedules/hcp/imz/child-adolescent.html)
In-Process Calendar
Example: MMR Vaccine

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**Dose 1** Counts as Day 1

**In-Process Calendar**

- Cannot receive second dose for at least 28 days

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**Day 28**

- Can receive second dose tomorrow
- If not received, now a missed dose

**Student is overdue and now has 14 days to immunize**

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**Final day to immunize before exclusion**

**Student is non-compliant and must be Excluded**
Grace Period

- 4 days may be applied before the appropriate age or interval between vaccine doses in a vaccine series for all required vaccines for school entrance/attendance except for during the interval between two different live viruses*

*Live Virus Interval Exception
Two different live virus vaccines must be administered at least 28 days apart, otherwise the second dose must be repeated
- Measles
- Mumps
- Rubella
- Varicella
- FluMist Influenza
Acceptable Timeline for Serological Testing

- Students are allowed to have serological testing (see slide 10) within 14 days of the first day of school.
- If results are negative or equivocal, appointment dates for vaccination must be scheduled and completed within 30 days from the notification of negative or equivocal serology results.

The New York State Department of Health believes that a child being fully immunized is the best way to prevent the spread of preventable diseases.
Multiple Vaccines on Same Day

Scientific data show that receiving several vaccines at the same time does not cause health problems

- All required vaccines can be received on the same day, including live vaccines
- CDC Safety, Multiple Vaccines at Once: https://www.cdc.gov/vaccinesafety/concerns/multiple-vaccines-immunity.html
Students Over the Age of 18

• Although NYS law does not require that students over the age of 18 be fully immunized at this time, we highly recommend that all students attending a NYS school have all required vaccines including those who are 18.
• NYS post-secondary institutions require that students be fully vaccinated against measles, mumps and rubella. Being vaccinated again the meningococcal vaccine is highly recommended.
Medical Exemptions & Susceptible List
Medical Exemptions

- Must be submitted **every new school year** on the NYS medical exemption form: [https://www.health.ny.gov/forms/doh-5077.pdf](https://www.health.ny.gov/forms/doh-5077.pdf)
- Students attending NYC schools should use the NYC medical exemption form: [https://www.schools.nyc.gov/docs/default-source/default-document-library/medical-request-for-immunization-exemption-English](https://www.schools.nyc.gov/docs/default-source/default-document-library/medical-request-for-immunization-exemption-English)
Medical Exemption Form

• Must be completed and signed by a physician licensed to practice in NYS
Medical Exemption Form

- Must contain sufficient information to identify medical contraindication to specific immunization

Guidance for medical exemptions for vaccination can be obtained from the contraindications, indications, and precautions described in the vaccine manufacturers’ package insert and by the most recent recommendations of the Advisory Committee on Immunization Practices (ACIP) available in the Centers for Disease Control and Prevention publication, Guide to Vaccine Contraindications and Precautions. This guide can be found at the following website: [http://www.cdc.gov/vaccines/recs/vac-admin/contraindications.htm](http://www.cdc.gov/vaccines/recs/vac-admin/contraindications.htm).

Please indicate which vaccine(s) the medical exemption is referring to:

- Haemophilus Influenzae type b (Hib)
- Polio (IPV or OPV)
- Hepatitis B (Hep B)
- Tetanus, Diphtheria, Pertussis (DTP, DTP, Tdap)
- Measles, Mumps, and Rubella (MMR)
- Varicella (Chickenpox)
- Pneumococcal Conjugate Vaccine (PCV)
- Meningococcal Vaccine (MenACWY)

Please describe the patient's contraindication(s)/precaution(s) here:
Medical Exemption Form

- Must specify length of time immunization contraindicated
Medical Exemption Form

- School determines whether to accept or deny exemption

**IMPORTANT!**
A medical exemption form is not valid until the school has accepted the document
# Susceptible Students

All students who may require exclusion in the event of a disease outbreak

- It is required that schools always have a list of all susceptible students
- Any students with medical exemptions
- Any students *in-process*

## Example List of Susceptible Students

(Missing or Incomplete Immunizations)

<table>
<thead>
<tr>
<th>Student Name</th>
<th>DOB</th>
<th>DTaP (Diphtheria, Tetanus, Pertussis)</th>
<th>IPV (Polio)</th>
<th>MMR (Measles, Mumps, Rubella)</th>
<th>Varicella</th>
<th>HepB (Tetanus, Diphtheria, Pertussis)</th>
<th>Tdap</th>
<th>MenACWY</th>
<th>Reason Susceptible</th>
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</table>
Additional Responsibilities:
Exclusions and School Survey
Exclusion
For students out of compliance with PHL at any time throughout the school year

- Principal or person in charge of school must exclude students who have been out of compliance for more than 14 days until they can provide proof of compliance
In the Event of a Disease Outbreak

- Students included on the school’s susceptible list may need to be excluded in the event of a disease outbreak
  - If a student is not immunized because of a valid medical exemption or is considered in-process and on a catch-up schedule, they must be excluded from school if the disease of the outbreak is the same disease that the student has not been completely immunized against
- Students should not be allowed to return to school until the outbreak no longer poses a threat to susceptible students
Disease Outbreak Exclusion Examples

Outbreak of Chickenpox (Varicella) in School

Example 1
Student has a valid medical exemption for the varicella vaccine but is up-to-date with all other NYS immunization requirements

Example 2
Student only has 1 of the required 2 doses of the varicella vaccine because they are in-process of catching up on all the NYS immunization requirements

Example 3
Student has a valid medical exemption for the HepB vaccine but is up-to-date with all other NYS immunization requirements

Student is required to be excluded from school until varicella virus is no longer a contagion at the school

Student is not required to be excluded from school during this outbreak
Notifications of Exclusion

- Notify parent or guardian of responsibility to have student immunized and of public resources for immunization
- Notify local health authority of name and address of student and immunizations student needs
- In cooperation with local health authority, provide for a time and place where immunizations may be administered
  - Local health authority must cooperate with school authorities to provide a time and place where immunizations may be administered within 2 weeks of exclusion
The McKinney-Vento Homeless Assistance Act

A federal program where children and youth who lack "a fixed, regular, and adequate nighttime residence" will be considered homeless

According to the New York State Education Department

• Students who fall under The McKinney-Vento Act have the right to enroll in school immediately, even if lacking documents normally required for enrollment, **including** vaccination records
• Students may not be excluded from school while immunization documents are being gathered
• More information on The McKinney-Vento Act can be found at: [https://www.nysed.gov/essa/mckinney-vento-homeless-education](https://www.nysed.gov/essa/mckinney-vento-homeless-education)

It is important to remember that the vast majority of homeless students have been enrolled in school before and have had required immunizations
Annual Mandated School Surveys

Schools must report immunization status of all students for all grades each school year

- All public schools, non-public schools and BOCES must have a Health Commerce System (HCS) account and a HCS Coordinator who can assign roles to other staff at the school (i.e., School Data Reporter)
- If you do not have an HCS account or do not know who your HCS coordinator is, please send an email to osas@health.ny.gov or contact the Bureau of Immunizations
Health Commerce System (HCS)
Secure online communications system operated by NYS DOH

- HCS: https://commerce.health.state.ny.us/public/hcs_login.html
Immunization Requirements Updates: Tdap and MenACWY
Tetanus and Diphtheria toxoid-containing vaccine and Pertussis (Tdap) Roll-out Updates

- A new requirement rolled out in the 2020-21 school year that the Tdap booster must be received after 10 years of age to satisfy the NYS immunization requirement.
- Students who were in grades 7-12 during the 2020-21 school year are exempt from this new requirement.
- For the 2023-24 school year, the roll-out indicates that students in grades 10-12 are still permitted to have received their Tdap booster as early as age 7; students in grades 6-9 fall under the new requirement and are required to receive their Tdap booster no earlier than 10 years of age (see table below).

<table>
<thead>
<tr>
<th>Grades</th>
<th>Minimum Age</th>
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<tbody>
<tr>
<td>6, 7, 8 and 9</td>
<td>10</td>
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<tr>
<td>10, 11 and 12</td>
<td>7</td>
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</table>
Meningococcal Meningitis (MenACWY) Minimum Age Requirement Updates

- As of the 2016-17 school year, the MenACWY conjugate vaccine is a NYS immunization requirement.
- Students who were in grades 7-12 during the 2016-17 school year have a minimum age of 6 weeks for their first dose of MenACWY; all younger students must receive their first dose no earlier than 10 years of age, before entering 7th grade.
- For the 2023-24 school year, students in grades 11 and 12 are permitted to have received their MenACWY vaccine as early as 6 weeks of age; students in grades 7-10 must have received their MenACWY vaccine no earlier than 10 years of age (see table below).

<table>
<thead>
<tr>
<th>Grades</th>
<th>Minimum Age</th>
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<tbody>
<tr>
<td>7, 8, 9 and 10</td>
<td>10</td>
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<tr>
<td>11 and 12</td>
<td>6 weeks</td>
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</table>
## Tdap and MenACWY Immunization Requirements Roll-Out Table

<table>
<thead>
<tr>
<th>School Year</th>
<th>Tdap adolescent booster minimum age</th>
<th>MenACWY dose 1 minimum age</th>
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<tbody>
<tr>
<td>2023-2024</td>
<td>Grades 6 through 9: 10 years</td>
<td>Grades 7 through 10: 10 years</td>
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<td>Grades 10 through 12: 7 years</td>
<td>Grades 11 and 12: 6 weeks</td>
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<td>2024-2025</td>
<td>Grades 6 through 10: 10 years</td>
<td>Grades 7 through 11: 10 years</td>
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<td>Grades 11 and 12: 7 years</td>
<td>Grade 12: 6 weeks</td>
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<tr>
<td>2025-2026</td>
<td>Grades 6 through 11: 10 years</td>
<td>Grades 7 through 12: 10 years</td>
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<td>Grade 12: 7 years</td>
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<tr>
<td>2026-2027 and beyond</td>
<td>Grades 6 through 12: 10 years</td>
<td>Grades 7 through 12: 10 years</td>
</tr>
</tbody>
</table>
2023-24 School Year New York State Immunization Requirements for School Entrance/Attendance Document
Immunization Requirements 2023-24

- 2023-24 School Year New York State Immunization Requirements for School Entrance/Attendance Document:
  Spanish, Chinese, Haitian Creole, Italian, Korean, Russian, Arabic, Bengali, Yiddish, Polish
Haemophilus influenzae type B (Hib) and Pneumococcal Conjugate Vaccine (PCV)
Required for Pre-K only

<table>
<thead>
<tr>
<th>Vaccines</th>
<th>Prekindergarten (Day Care, Head Start, Nursery or Pre-k)</th>
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<tbody>
<tr>
<td>Haemophilus influenza type b conjugate vaccine (Hib)</td>
<td>1 to 4 doses</td>
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<tr>
<td>Pneumococcal Conjugate vaccine (PCV)</td>
<td>1 to 4 doses</td>
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</tbody>
</table>
Hib and PCV

Intervals between doses of vaccine must be in accordance with ACIP schedule

9. Haemophilus influenzae type b (Hib) conjugate vaccine. (Minimum age: 6 weeks)
   a. Children starting the series on time should receive Hib vaccine at 2 months, 4 months, 6 months and at 12 through 15 months. Children older than 15 months must get caught up according to the ACIP catch-up schedule. The final dose must be received on or after 12 months.
   b. If 2 doses of vaccine were received before age 12 months, only 3 doses are required with dose 3 at 12 through 15 months and at least 8 weeks after dose 2.
   c. If dose 1 was received at age 12 through 14 months, only 2 doses are required with dose 2 at least 8 weeks after dose 1.
   d. If dose 1 was received at 15 months or older, only 1 dose is required.
   e. Hib vaccine is not required for children 5 years or older.

10. Pneumococcal conjugate vaccine (PCV). (Minimum age: 6 weeks)
   a. Children starting the series on time should receive PCV vaccine at 2 months, 4 months, 6 months and at 12 through 15 months. Children older than 15 months must get caught up according to the ACIP catch-up schedule. The final dose must be received on or after 12 months.
   b. Unvaccinated children ages 7 through 11 months are required to receive 2 doses, at least 4 weeks apart, followed by a third dose at 12 through 15 months.
   c. Unvaccinated children ages 12 through 23 months are required to receive 2 doses of vaccine at least 8 weeks apart.
   d. If one dose of vaccine was received at 24 months or older, no further doses are required.
   e. PCV is not required for children 5 years or older.
   f. For further information, refer to the PCV chart available in the School Survey Instruction Booklet at: www.health.ny.gov/prevention/immunization/schools
Diphtheria and Tetanus toxoid-containing vaccine and Pertussis (DTaP) for Grades Pre-K through 12

<table>
<thead>
<tr>
<th>Vaccines</th>
<th>Prekindergarten (Day Care, Head Start, Nursery or Pre-k)</th>
<th>Kindergarten and Grades 1, 2, 3, 4 and 5</th>
<th>Grades 6, 7, 8, 9, 10 and 11</th>
<th>Grade 12</th>
</tr>
</thead>
<tbody>
<tr>
<td>Diphtheria and Tetanus toxoid-containing vaccine and Pertussis vaccine (DTaP/DTP/Tdap/Td)²</td>
<td>4 doses</td>
<td>5 doses or 4 doses</td>
<td>3 doses</td>
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<td>if the 4th dose was received at 4 years or older or 3 doses</td>
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<td>if 7 years or older and the series was started at 1 year or older</td>
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DTaP

Intervals between doses of vaccine must be in accordance with ACIP schedule

2. Diphtheria and tetanus toxoids and acellular pertussis (DTaP) vaccine.
   (Minimum age: 6 weeks)
   
a. Children starting the series on time should receive a 5-dose series of DTaP vaccine at 2 months, 4 months, 6 months and at 15 through 18 months and at 4 years or older. The fourth dose may be received as early as age 12 months, provided at least 6 months have elapsed since the third dose. However, the fourth dose of DTaP need not be repeated if it was administered at least 4 months after the third dose of DTaP. The final dose in the series must be received on or after the fourth birthday and at least 6 months after the previous dose.
   
b. If the fourth dose of DTaP was administered at 4 years or older, and at least 6 months after dose 3, the fifth (booster) dose of DTaP vaccine is not required.
   
c. For children born before 1/1/2005, only immunity to diphtheria is required and doses of DT and Td can meet this requirement.
   
d. Children 7 years and older who are not fully immunized with the childhood DTaP vaccine series should receive Tdap vaccine as the first dose in the catch-up series; if additional doses are needed, use Td or Tdap vaccine. If the first dose was received before their first birthday, then 4 doses are required, as long as the final dose was received at 4 years or older. If the first dose was received on or after the first birthday, then 3 doses are required, as long as the final dose was received at 4 years or older.
# Polio (IPV/OPV) for Grades Pre-K Through 12

<table>
<thead>
<tr>
<th>Vaccines</th>
<th>Prekindergarten (Day Care, Head Start, Nursery or Pre-k)</th>
<th>Kindergarten and Grades 1, 2, 3, 4 and 5</th>
<th>Grades 6, 7, 8, 9, 10 and 11</th>
<th>Grade 12</th>
</tr>
</thead>
<tbody>
<tr>
<td>Polio vaccine (IPV/OPV)\textsuperscript{a}</td>
<td>3 doses</td>
<td>4 doses</td>
<td>4 doses or 3 doses if the 3rd dose was received at 4 years or older</td>
<td>4 doses or 3 doses if the 3rd dose was received at 4 years or older</td>
</tr>
</tbody>
</table>
**IPV/OPV**

Intervals between doses of vaccine must be in accordance with ACIP schedule

4. Inactivated polio vaccine (IPV) or oral polio vaccine (OPV). (Minimum age: 6 weeks)
   a. Children starting the series on time should receive a series of IPV at 2 months, 4 months and at 6 through 18 months, and at 4 years or older. The final dose in the series must be received on or after the fourth birthday and at least 6 months after the previous dose.
   b. For students who received their fourth dose before age 4 and prior to August 7, 2010, 4 doses separated by at least 4 weeks is sufficient.
   c. If the third dose of polio vaccine was received at 4 years or older and at least 6 months after the previous dose, the fourth dose of polio vaccine is not required.
   d. For children with a record of OPV, only trivalent OPV (tOPV) counts toward NYS school polio vaccine requirements. Doses of OPV given before April 1, 2016 should be counted unless specifically noted as monovalent, bivalent or as given during a poliovirus immunization campaign. Doses of OPV given on or after April 1, 2016 should not be counted.
Measles, Mumps and Rubella (MMR) for Grades Pre-K Through 12

<table>
<thead>
<tr>
<th>Vaccines</th>
<th>Prekindergarten (Day Care, Head Start, Nursery or Pre-k)</th>
<th>Kindergarten and Grades 1, 2, 3, 4 and 5</th>
<th>Grades 6, 7, 8, 9, 10 and 11</th>
<th>Grade 12</th>
</tr>
</thead>
<tbody>
<tr>
<td>Measles, Mumps and Rubella vaccine (MMR)</td>
<td>1 dose</td>
<td>2 doses</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
MMR

Intervals between doses of vaccine must be in accordance with ACIP schedule

5. Measles, mumps, and rubella (MMR) vaccine. (Minimum age: 12 months)
   a. The first dose of MMR vaccine must have been received on or after the first birthday. The second dose must have been received at least 28 days (4 weeks) after the first dose to be considered valid.
   b. Measles: One dose is required for prekindergarten. Two doses are required for grades kindergarten through 12.
   c. Mumps: One dose is required for prekindergarten. Two doses are required for grades kindergarten through 12.
   d. Rubella: At least one dose is required for all grades (prekindergarten through 12).
Hepatitis B (HepB) for Grades Pre-K Through 12

<table>
<thead>
<tr>
<th>Vaccines</th>
<th>Prekindergarten (Day Care, Head Start, Nursery or Pre-k)</th>
<th>Kindergarten and Grades 1, 2, 3, 4 and 5</th>
<th>Grades 6, 7, 8, 9, 10 and 11</th>
<th>Grade 12</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hepatitis B vaccine⁶</td>
<td>3 doses</td>
<td>3 doses</td>
<td>or 2 doses of adult hepatitis B vaccine (Recombivax) for children who received the doses at least 4 months apart between the ages of 11 through 15 years</td>
<td></td>
</tr>
</tbody>
</table>
HepB

Intervals between doses of vaccine must be in accordance with ACIP schedule

6. Hepatitis B vaccine
   a. Dose 1 may be given at birth or anytime thereafter. Dose 2 must be given at least 4 weeks (28 days) after dose 1. Dose 3 must be at least 8 weeks after dose 2 AND at least 16 weeks after dose 1 AND no earlier than age 24 weeks (when 4 doses are given, substitute “dose 4” for “dose 3” in these calculations).
   b. Two doses of adult hepatitis B vaccine (Recombivax) received at least 4 months apart at age 11 through 15 years will meet the requirement.
Varicella (Chickenpox) for Grades Pre-K Through 12

<table>
<thead>
<tr>
<th>Vaccines</th>
<th>Prekindergarten (Day Care, Head Start, Nursery or Pre-k)</th>
<th>Kindergarten and Grades 1, 2, 3, 4 and 5</th>
<th>Grades 6, 7, 8, 9, 10 and 11</th>
<th>Grade 12</th>
</tr>
</thead>
<tbody>
<tr>
<td>Varicella (Chickenpox) vaccine</td>
<td>1 dose</td>
<td>2 doses</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Varicella

Intervals between doses of vaccine must be in accordance with ACIP schedule

7. Varicella (chickenpox) vaccine. (Minimum age: 12 months)
   a. The first dose of varicella vaccine must have been received on or after the first birthday. The second dose must have been received at least 28 days (4 weeks) after the first dose to be considered valid.
   b. For children younger than 13 years, the recommended minimum interval between doses is 3 months (if the second dose was administered at least 4 weeks after the first dose, it can be accepted as valid); for persons 13 years and older, the minimum interval between doses is 4 weeks.
# Tdap for Grades 6 Through 12

<table>
<thead>
<tr>
<th>Vaccines</th>
<th>Prekindergarten (Day Care, Head Start, Nursery or Pre-k)</th>
<th>Kindergarten and Grades 1, 2, 3, 4 and 5</th>
<th>Grades 6, 7, 8, 9, 10 and 11</th>
<th>Grade 12</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tetanus and Diphtheria toxoid-containing vaccine and Pertussis vaccine adolescent booster (Tdap)&lt;sup&gt;3&lt;/sup&gt;</td>
<td>Not applicable</td>
<td></td>
<td>1 dose</td>
<td></td>
</tr>
</tbody>
</table>
Tdap

Intervals between doses of vaccine must be in accordance with ACIP schedule

3. Tetanus and diphtheria toxoids and acellular pertussis (Tdap) adolescent booster vaccine. (Minimum age for grades 6 through 9: 10 years; minimum age for grades 10, 11, and 12: 7 years)
   a. Students 11 years or older entering grades 6 through 12 are required to have one dose of Tdap.
   b. In addition to the grade 6 through 12 requirement, Tdap may also be given as part of the catch-up series for students 7 years of age and older who are not fully immunized with the childhood DTaP series, as described above. In school year 2023-2024, only doses of Tdap given at age 10 years or older will satisfy the Tdap requirement for students in grades 6 through 9; however, doses of Tdap given at age 7 years or older will satisfy the requirement for students in grades 10, 11, and 12.
   c. Students who are 10 years old in grade 6 and who have not yet received a Tdap vaccine are in compliance until they turn 11 years old.
MenACWY for Grades 7 Through 12

<table>
<thead>
<tr>
<th>Vaccines</th>
<th>Prekindergarten (Day Care, Head Start, Nursery or Pre-k)</th>
<th>Kindergarten and Grades 1, 2, 3, 4 and 5</th>
<th>Grades 6, 7, 8, 9, 10 and 11</th>
<th>Grade 12</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meningococcal conjugate vaccine (MenACWY)³</td>
<td>Not applicable</td>
<td>Not applicable</td>
<td>Grades 7, 8, 9, 10 and 11: 1 dose</td>
<td>2 doses or 1 dose if the dose was received at 16 years or older</td>
</tr>
</tbody>
</table>
MenACWY

Intervals between doses of vaccine must be in accordance with ACIP schedule

8. Meningococcal conjugate ACWY vaccine (MenACWY). (Minimum age for grades 7 through 10: 10 years; minimum age for grades 11 and 12: 6 weeks).
   a. One dose of meningococcal conjugate vaccine (Menactra, Menevo or MenQuadfi) is required for students entering grades 7, 8, 9, 10 and 11.
   b. For students in grade 12, if the first dose of meningococcal conjugate vaccine was received at 16 years or older, the second (booster) dose is not required.
   c. The second dose must have been received at 16 years or older. The minimum interval between doses is 8 weeks.
Immunization Worksheets
Immunization Worksheets
Daycare and Pre-K and K-12

• The New York State Department of Health Immunization Worksheets can be used to determine student compliancy and aid in filling out the School Immunization Survey in the Health Electronic Response Data System (HERDS)
  • HERDS is located within the HCS system
• Worksheets
  • Daycare and Pre-K
    https://www.health.ny.gov/prevention/immunization/schools/docs/imm_worksheet_daycare_pre_k_template.pdf
  • K-12
Daycare and Pre-K Immunization Worksheet

**New York State Department of Health School Immunization Worksheet for Day Care and Pre-K**

<table>
<thead>
<tr>
<th>Completion instructions on Page 2</th>
<th>Do Not Return This Form</th>
<th>Keep For Yearly Records</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pre/Day Care Name</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Room</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Enrollment</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Prepared By</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**New York State Department of Health School Immunization Worksheet for Day Care and Pre-K**

<table>
<thead>
<tr>
<th>Name</th>
<th>Class</th>
</tr>
</thead>
</table>

**TABULATING THE DATA**

Add the number in the left column and enter the sub-totals on this page. Add the subtotals for each page and enter the summary totals on the last page. Transfer all totals to be used on the Survey Summary Forms.

**Instructions for New York State School Immunization Worksheet for Day Care and Pre-K**

Use this worksheet to help you fill out the survey form. This worksheet is for your own records and does not need to be returned. Only transfer “Summary Totals” from the front of the last worksheet to the survey form. The immunization status of all children in Pre K/Day Care should be included, not only new entrants.

**Practices (ACP) Recommended Immunization Schedule for Persons 0 Through 18 Years of Age**

- 4 Months Through 18 Years Who Start Late or Who Are More Than 1 Month Behind available at...

**New York State Department of Health**

**Department of Health**
# K-12 Immunization Worksheet

## New York State Department of Health School Immunization Worksheet for Grades K-12

**INSTRUCTIONS FOR SCHOOL IMMUNIZATION WORKSHEET GRADES K-12**

- Use this worksheet to help you fill out the survey form. This worksheet is for your own records and does not need to be returned.
- Only transfer "Summary Totals" from the front of the last worksheet to the survey form.
- The immunization status of all students in Grades K-12 should be included, not only new entries.

**Communication Practices (ACP) Recommended Immunization Schedule for Persons 0 Through 18 Years of Age**

Persons Aged 4 Months Through 18 Years Who Start Late or Who Are More Than 1 Month Behind: available at: [link]

**New York State Department of Health Immunization Worksheet**

<table>
<thead>
<tr>
<th>School Name</th>
<th>Grade</th>
<th>Total Enrollment</th>
<th>Prepared By</th>
<th>Keep Records</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Columns:**

- **Column 2:** Age of student
- **Column 3:** Date of last dose
- **Column 4:** Date of next dose
- **Column 5:** Next dose due
- **Column 6:** Who received the last dose
- **Column 7:** Who received the next dose
- **Column 8:** Immunization status

**Notes:**

- Students who are not immunized should be noted.
- Students who are up to date should be noted.
- Students who are behind should be noted.

**Summary Totals:**

- Total Number of Students
- Students with Immunization Record
- Students without Immunization Record
- Students with "No" on file
- Students with "No" on file, but with Record
- Students with "No" on file, but with Record and Immunization Status
- Students with "No" on file, but with Record and Immunization Status and Immunization Status
Using Immunization Worksheets

- Fill in school and class information
- School name, grade, and enrollment are all essential when filling out the School Immunization Survey

<table>
<thead>
<tr>
<th>School Name</th>
<th>Grade</th>
<th>Total Enrollment</th>
<th>Prepared By</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Room</th>
<th>Grade</th>
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<th>Prepared By</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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</tbody>
</table>

New York State Department of Health School Immunization Worksheet for Grades K-12

Completion Instructions on Page 2

<table>
<thead>
<tr>
<th>Completion Instructions on Page 2</th>
<th>Do Not Return This Form</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<table>
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</tr>
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<tr>
<td></td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Room</th>
<th>Grade</th>
<th>Total Enrollment</th>
<th>Prepared By</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Completion Instructions on Page 2</th>
<th>Do Not Return This Form</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>New York State Department of Health School Immunization Worksheet for Grades K-12</th>
</tr>
</thead>
<tbody>
<tr>
<td>Completion Instructions on Page 2</td>
</tr>
<tr>
<td>Do Not Return This Form</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>School Name</td>
</tr>
<tr>
<td>-------------</td>
</tr>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Room</th>
<th>Grade</th>
<th>Total Enrollment</th>
<th>Prepared By</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Using Immunization Worksheets

- List students' names and DOBs
- Listing names and DOBs will help in developing a current and accurate susceptible list
Using Immunization Worksheets

- Keeping track of page numbers will help keep grades organized
- The School Immunization Survey is divided by grades
## Using an Immunization Worksheet

### Instructions for School Immunization Worksheet Grades K-12:

- **Columns:**
  - Students with a current medical certificate
  - Students with no medical certificate
  - Students with a current immunization record
  - Students with a current medical or immunization record
  - Students with current immunization record but have medical exemptions
  - Students with current medical cert or retests
  - Students with current medical cert or retests
  - Students with current medical cert or retests
  - Students with current medical cert or retests

### Columns:

- **Students with current medical certificate**
- **Students with no medical certificate**
- **Students with current immunization record**
- **Students with current medical or immunization record**
- **Students with current immunization record but have medical exemptions**
- **Students with current medical cert or retests**
- **Students with current medical cert or retests**
- **Students with current medical cert or retests**
- **Students with current medical cert or retests**

### Instructions:

- **Col. 1:** Enter the name and birthday for month, day, year for each student on a separate line.
- **Col. 2:** Enter an "X" in the Students Without Immunization Record box for those students who do not have an immunization record or other proof of immunity on file. Do not count students who do not have an immunization record in columns 4 through 14. Do not count students who have medical exemptions in this column.
- **Col. 3:** Enter an "X" in the Medical Exemptions box for those students who have a valid medical exemption (unavoidable illness or disability). Do not count students who have a current medical certificate in this column. In determining medical exemptions, it is not acceptable for students who received the 2 doses of hepatitis B vaccine to be considered in process. Students who have received less than 2 doses of vaccines and who have been vaccinated at least 6 months prior to the first dose must have been vaccinated at least 23 days later.
- **Col. 4:** Enter an "X" in the In Process box for those students who have received 2 doses of hepatitis B vaccine and who have been vaccinated at least 6 months prior to the first dose. Students who have received less than 2 doses of vaccines and who have been vaccinated at least 6 months prior to the first dose must have been vaccinated at least 23 days later.
- **Col. 5:** Enter an "X" in the Homeless box for those students who have received 2 doses of hepatitis B vaccine and who have been vaccinated at least 6 months prior to the first dose. Students who have received less than 2 doses of vaccines and who have been vaccinated at least 6 months prior to the first dose must have been vaccinated at least 23 days later.
- **Col. 6:** Enter an "X" in the Medicaid Exemptions box for those students who have a valid Medicaid exemption (unavoidable illness or disability). Do not count students who have a current medical certificate in this column. In determining medical exemptions, it is not acceptable for students who received the 2 doses of hepatitis B vaccine to be considered in process. Students who have received less than 2 doses of vaccines and who have been vaccinated at least 6 months prior to the first dose must have been vaccinated at least 23 days later.
- **Col. 7:** Enter an "X" in the In Process box for those students who have received 2 doses of hepatitis B vaccine and who have been vaccinated at least 6 months prior to the first dose. Students who have received less than 2 doses of vaccines and who have been vaccinated at least 6 months prior to the first dose must have been vaccinated at least 23 days later.
- **Col. 8:** Enter an "X" in the Homeless box for those students who have received 2 doses of hepatitis B vaccine and who have been vaccinated at least 6 months prior to the first dose. Students who have received less than 2 doses of vaccines and who have been vaccinated at least 6 months prior to the first dose must have been vaccinated at least 23 days later.
- **Col. 9:** Enter an "X" in the Immunization Exemptions box for those students who have a valid immunization exemption (unavoidable illness or disability). Do not count students who have a current medical certificate in this column. In determining medical exemptions, it is not acceptable for students who received the 2 doses of hepatitis B vaccine to be considered in process. Students who have received less than 2 doses of vaccines and who have been vaccinated at least 6 months prior to the first dose must have been vaccinated at least 23 days later.
- **Col. 10:** Enter an "X" in the In Process box for those students who have received 2 doses of hepatitis B vaccine and who have been vaccinated at least 6 months prior to the first dose. Students who have received less than 2 doses of vaccines and who have been vaccinated at least 6 months prior to the first dose must have been vaccinated at least 23 days later.
- **Col. 11:** Enter an "X" in the Homeless box for those students who have received 2 doses of hepatitis B vaccine and who have been vaccinated at least 6 months prior to the first dose. Students who have received less than 2 doses of vaccines and who have been vaccinated at least 6 months prior to the first dose must have been vaccinated at least 23 days later.

### Using the instructions on the back of the worksheet, fill out the following information in the corresponding columns for each student:

- **Students without records**
- **Any students with medical exemptions**
- **Immunization information**
- **Students on a catch-up schedule who would be considered in-process**
- **Any students who are considered homeless under McKinney Vento Act**
Using Immunization Worksheets

- Totals and counts are the numbers used to fill out the School Immunization Survey

<table>
<thead>
<tr>
<th>Sub-total this page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Summary Totals</td>
</tr>
<tr>
<td>Number of students this page</td>
</tr>
</tbody>
</table>
School Immunization Survey and HERDS

- Use the totals from the completed worksheets to ensure accuracy when filling out the School Immunizations Survey (Instructions linked on next page)
School Survey Instructions

• Instructions for Accessing and Completing K-12 Immunization Surveys:
NYSIIS and CIR
New York State Immunization Information System (NYSIIS)

- NYSIIS helps establish a complete, accurate, secure, real-time immunization medical record that is easily accessible and promotes public health by fully immunizing all individuals appropriate to age and risk
NYSIIS

- NYSIIS can be accessed by your school’s HCS coordinator
- Schools will be able to save time in complying with safety and health regulations by using NYSIIS
  - Provides immunization records that clearly show vaccinations and dates of administration
  - Helps determine validity of spacing between doses of vaccine
    - Reports whether doses of vaccine are age appropriate
    - Reports whether intervals between doses are correct
  - Records exported from NYSIIS are considered valid medical records to have on file for each student if they reflect the most current information available
NYSIIS

• More about NYSIIS training, providers, and regulations can be found at: https://www.health.ny.gov/prevention/immunization/information_system/

• For more information you can email: nysiis@health.ny.gov
Citywide Immunization Registry (CIR)
New York City Department of Health and Mental Hygiene

- CIR is an immunization database that contains vaccination records for children in NYC which includes
  - Dates of immunizations
  - Appropriate spacing between doses based on child’s age
- CIR records are considered valid medical records to have on file for each student if they reflect the most current information available
- CIR Information: https://immunize.nyc/provider-client/servlet/PC
- CIR Log-in: https://immunize.nyc/provider-client/servlet/PC
For information about accessing CIR, and to set up an online account go to:  https://www1.nyc.gov/site/doh/providers/reporting-and-services/cir-security-admin-info.page

Call New York City Department of Health and Mental Hygiene: (347) 396-2400
Public Health Law

  • SubPart 66-1 School Immunization Requirements: https://regs.health.ny.gov/volume-1a-title-10/content/subpart-66-1-school-immunization-requirements
ACIP catch-up schedule:  
https://www.cdc.gov/vaccines/schedules/hcp/imz/child-adolescent.html

CDC's Epidemiology and Prevention of Vaccine-Preventable Diseases, a.k.a. the "Pink Book," provides information on vaccines and the diseases they prevent:  https://www.cdc.gov/vaccines/pubs/pinkbook/index.html

CDC Safety, Multiple Vaccines at Once:  
https://www.cdc.gov/vaccinesafety/concerns/multiple-vaccines-immunity.html
Immunization Requirements

- Schools Page: [www.health.ny.gov/prevention/immunization/schools](http://www.health.ny.gov/prevention/immunization/schools)
- 2023-24 School Year New York State Immunization Requirements for School Entrance/Attendance: [https://www.health.ny.gov/publications/2370.pdf](https://www.health.ny.gov/publications/2370.pdf)
Medical Exemptions

- Medical Exemption: [https://www.health.ny.gov/forms/doh-5077.pdf](https://www.health.ny.gov/forms/doh-5077.pdf)
- Medical Exemption Procedures: [https://www.health.ny.gov/professionals/doctors/conduc
t/docs/medical_exemption_review_procedures_for_schools.pdf](https://www.health.ny.gov/professionals/doctors/conduc
t/docs/medical_exemption_review_procedures_for_schools.pdf)
School Survey and Worksheets

- Immunization Worksheets
  - Daycare and Pre-K
    https://www.health.ny.gov/prevention/immunization/schools/docs/imm_worksheet_daycare_pre_k_template.pdf
  - K-12
HCS and NYSIIS

- HCS: [https://commerce.health.state.ny.us/public/hcs_login.html](https://commerce.health.state.ny.us/public/hcs_login.html)
- Password Reset: [https://commerce.health.state.ny.us/public/fpf_qrg.pdf](https://commerce.health.state.ny.us/public/fpf_qrg.pdf)
- NYSIIS Information: [https://www.health.ny.gov/prevention/immunization/information_system/](https://www.health.ny.gov/prevention/immunization/information_system/)
NYC Immunization Information

- NYC Medical Exemption: https://www.schools.nyc.gov/docs/default-source/default-document-library/medical-request-for-immunization-exemption-English
- CIR: https://immunize.nyc/provider-client/servlet/PC
- CIR Account Info: https://www1.nyc.gov/site/doh/providers/reporting-and-services/cir-security-admin-info.page
- New York City Department of Health and Mental Hygiene: school_immunizations@health.nyc.gov or (347) 396-2400
Educational Resources

- Schools Page: [www.health.ny.gov/prevention/immunization/schools](http://www.health.ny.gov/prevention/immunization/schools)
- Schools Survey Questions and Answers Booklet: [https://www.health.ny.gov/prevention/immunization/schools/school_survey/docs/questions_and_answers.pdf](https://www.health.ny.gov/prevention/immunization/schools/school_survey/docs/questions_and_answers.pdf)
- ACIP catch-up schedule: [https://www.cdc.gov/vaccines/schedules/hcp/imz/child-adolescent.html](https://www.cdc.gov/vaccines/schedules/hcp/imz/child-adolescent.html)
- Medical Exemption Procedures: [https://www.health.ny.gov/professionals/doctors/conduct/docs/medical_exemption_review_procedures_for_schools.pdf](https://www.health.ny.gov/professionals/doctors/conduct/docs/medical_exemption_review_procedures_for_schools.pdf)
- Immunization Worksheets:
  - Daycare and Pre-K: [https://www.health.ny.gov/prevention/immunization/schools/docs/imm_worksheet_daycare_pre_k_template.pdf](https://www.health.ny.gov/prevention/immunization/schools/docs/imm_worksheet_daycare_pre_k_template.pdf)
- Quick Chart of Vaccine-Preventable Disease Terms in Multiple Languages: [https://www.immunize.org/catg.d/p5122.pdf](https://www.immunize.org/catg.d/p5122.pdf)
Contacts

- Online School Assessment Survey: OSAS@health.ny.gov
- NYSIIS: nysiis@health.ny.gov
- Bureau of Immunization: (518) 473-4437
- County Health Departments: https://www.health.ny.gov/contact/contact_information/
Regional Contacts

• Capital District Regional Office: 518-473-4437
• Central NY Regional Office: 315-477-8164
• Western Regional Office: 716-847-4501
• Rochester Field Office: 585-423-8097
• New Rochelle Field Office: 914-654-7149
• Monticello Field Office: 845-794-2045
• Central Islip Office: 631-851-3096