NEW YORK STATE OF OPPORTUNITY. | **Department of Health**

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SALLY DRESLIN, M.S., R.N.
Executive Deputy Commissioner

October 2019

Dear Superintendent, School Administrator and Health Commerce System Coordinator:

The New York State Department of Health (NYSDOH), Bureau of Immunization, Online School Assessment Survey (OSAS) 2019-20 is ready for schools to use. **It is mandatory for all schools to complete the immunization survey online and report the immunization status of <u>all</u> students in grades pre-kindergarten through 12.**

The immunization survey is posted on the Health Commerce System (HCS) secure network at https://commerce.health.state.ny.us. Each school must have an active HCS account to access the survey. If your school has not yet received an HCS account, please send an email to osas@health.ny.gov for information on how to apply for an account.

To assist you with completing the survey, the following resources are available at www.health.ny.gov/prevention/immunization/schools:

- School Survey Instruction Booklet;
- Instructions for Accessing and Completing the School Immunization Survey;
- Immunization Worksheets; and
- Website link for pre-recorded webinar training.

The immunization survey must be completed by **<u>December 15, 2019</u>**. Failure to complete and submit the survey is a violation of Public Health Law, which may result in the imposition of a civil penalty.

Please contact the NYSDOH, Bureau of Immunization, School Assessment Unit and Compliance at 518-474-1944 or send an email to osas@health.ny.gov if you have any questions. Thank you for your assistance in monitoring school immunization information and helping to ensure high immunization rates among the children of New York State.

Sincerely,

Elizabeth Rausch-Phung, M.D., M.P.H.
Director, Bureau of Immunization

cc

Robin Suitor, Assistant Director, Bureau of Immunization
Robin Stiles-Tice, School Assessment Coordinator
Regional Supervisors
Local Health Department Commissioners
Directors of Public Health and IAP Coordinators