



North Carolina Department of Health and Human Services
Division of Public Health – Women’s & Children’s Health Section

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Beverly Eaves Perdue, Governor

Lanier M. Cansler, Secretary

August 10, 2009

MEMORANDUM

TO: Principals/Headmasters of Private and Religious Schools

FROM: Beth Rowe-West, RN, BSN, Head *BRW*
Immunization Branch

SUBJECT: Immunization Status of Kindergarten Children

North Carolina Immunization Law (G.S. 130A-155(c)) requires all private and religious schools to submit an annual immunization report. The purpose of this report is to ensure that all children enrolled in your schools are protected against vaccine-preventable diseases and to determine the number of children who meet state immunization requirements.

IMPORTANT:

- Schools should report their kindergarten immunization data as of day 30 after the first day of attendance.
- Schools should no longer submit medical or religious exemptions to the Immunization Branch, although documentation of exemptions should be maintained in students’ records.
- The Kindergarten Health Assessment Status Report has been integrated into the Kindergarten Immunization Assessment Report. However, private and religious schools are not required to submit this data.

Please submit the enclosed Kindergarten Immunization Assessment Report as soon as possible. It must be postmarked no later than November 1, 2009.

Mail Reports To:

N.C. Department of Health and Human Services
Division of Public Health
Immunization Branch
1917 Mail Service Center
Raleigh, NC 27699-1917

In completing the forms, you may find it helpful to follow these steps:

1. Distribute copies of the enclosed Class Worksheet of the Immunization Status of Kindergarten Children (DHHS 2051) to each kindergarten teacher. You may reproduce this form if you need additional copies.
2. After teachers have submitted the Class Worksheet of Immunization Status of Kindergarten Children (DHHS 2051) to you for each kindergarten class, summarize the school’s immunization status by completing the School Summary Report of the Immunization Status of Kindergarten children (DHHS 2054).
3. Enter “0” on Line A of the School Summary report (DHHS 2054) if your school has no children in kindergarten. If your school is closed, please write “CLOSED” across the form. You are still required to submit the School Summary report if you have no children enrolled or if the school is closed.
4. Submit the report to the Immunization Branch by November 1, 2009.



POINTS TO KEEP IN MIND:

1. School personnel must notify, as soon as possible, the parents/guardians whose children do not meet the minimum immunization requirements (G.S. 130A-155 (a)). Please remember that the law allows parents/guardians of unimmunized or under-immunized children 30 calendar days after the child's first day of school to obtain immunizations and/or present proof of immunizations.
2. To assure timely follow-up, maintain the list of students who either lack an immunization (shot) record or who need more immunizations to meet the state legal requirements.
3. Keep a list of children with Medical/Religious Exemptions in an easily accessible location.
4. An occasional immunization (shot) record may be difficult to read or interpret. Do not hesitate to call your local health department for assistance.

Enclosed for your reference is a Summary of the Required Immunizations

Thank you for your support of child health and childhood immunizations. If you have questions, please contact your Regional Immunization Consultant.

Enclosures

cc: SMT
Regional Immunization Consultants
Jessica Gerdes
WCH School Health Nurse Consultants
Rod Helder