

Date	4-23-14	Time	1:30-2:30 PM
Title of Meeting	School Module Pilot Project Workgroup		

Attendees	<ul style="list-style-type: none"> • Janet Boyett – School Nurse, Seattle Public Schools • Jolene Erickson – Lincoln County Health Dept Public Health Nurse and Odessa School District School Nurse • Katherine Graff – School Nurse, Northshore School District • Katie Johnson – Student Health Services Manager, Seattle Public Schools • Cheryl Sampson – School Nurse Specialist, Central Valley School District • Sandie Tracy – Health and Nursing Supervisor, Northshore School District 	Department of Health (DOH) Office of Immunization and Child Profile staff: <ul style="list-style-type: none"> • Trang Kuss • Linda Barnhart • Branden Durst
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Topic	Discussion	For Action/Follow-Up
Updates and Reminders	<ul style="list-style-type: none"> • Please continue to check your student roster, the Action Report, and letters for accuracy. Add new students and missing immunizations. • Continue to fax immunization records that are entered to Trang (fax 360-236-3590) • For any questions related to the Immunization Information System, call Trang (360-236-3760) or email the school mailbox: oi cpschools@doh.wa.gov. Don't contact the Help Desk. • If you want to upload pre-kindergarten student directory or 5th graders to get them in compliance for next year, please let us know. • Data request <ul style="list-style-type: none"> ○ We need to determine: 1) number of students in K and 6th grade, 2) number of students not in the IIS, 3) number of students with complete immunizations, 4) number of students missing one or more doses. ○ We discussed ways to get this data based on the student roster, the CIS, and the school's student information system. 	Trang will look at the student roster in more detail to see if she can determine the data needed. We will discuss this further at the next meeting.
Discuss Progress	<ul style="list-style-type: none"> • Cheryl has been entering missing immunizations. Cheryl estimates about ½ of 	Cheryl will share the parent

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and Questions	<p>5th graders aren't complete in the IIS and she doesn't have immunization records from healthcare providers. She is also having a difficult time getting parent consent before entering immunizations in the IIS.</p> <ul style="list-style-type: none"> • Katherine has been adding new students from out of state with immunization records and entering immunizations. Katherine estimates about 30 of 100 kindergarteners are out of compliance. She is having a difficult time getting immunization records from healthcare providers. There is no provider information. • Jolene worked on pre-k students. About ½ are compliant. Jolene printed the CIS and ran letters. She has to figure out how to get the action report and letters to format correctly. The letters don't print one student per page. • Question: does the parent need to sign a release of information before providers will release immunization record? <ul style="list-style-type: none"> ○ The DOH web page has information about the HIPAA Privacy Rule and the Health Care Information Act that allows healthcare providers to disclose health information to other healthcare providers for public health activities without parent authorization: www.doh.wa.gov/ForPublicHealthandHealthcareProviders/HealthcareProfessionsandFacilities/DataReportingandRetrieval/ImmunizationInformationSystem/ForSchools/SchoolsStep1.aspx ○ In the School Module, after you pull up a student and go into the vaccination view/add page (on the left hand menu), you can access the healthcare provider's name by clicking on the vaccine date. You can directly contact the provider to ask the staff to enter the missing immunizations or to provide you with the immunization records. • Cheryl developed a letter with consent for parents. The letter asks the parent to get provider immunization records or sign release. • First hep B vaccine dose not in the IIS. • Rockwood Clinic not uploading historical immunizations. • Do students with titers show up on the Out of Compliance report? • Katherine adding immunizations using unspecified vaccine rather than specific 	<p>letter with Trang. Trang will review and develop letter for inclusion in the School Module.</p> <p>Update: To format the action report and letters, make sure to use Internet Explorer version 8 or higher.</p> <p>Update: If a student is immune by titer and the provider enters this information in the IIS, the action report still shows the child as out of compliance. We need to update this in the Module.</p>

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	<p>brand since she doesn't have the specific vaccine name from parents.</p> <ul style="list-style-type: none"> • Two main challenges: getting parents to consent to adding immunizations in the School Module and getting provider immunization records. Options: <ul style="list-style-type: none"> ○ Send providers a letter encouraging them to enter immunizations or send immunization record to the school. ○ Send parents letters asking them to get immunization records to the school. ○ DOH work with providers to increase awareness of this work and encourage them to enter immunizations. ○ Continue to work on changing the WAC to require healthcare provider verification of immunizations for school and child care entry rather than requiring parents to report immunizations on the CIS. 	
Plans for the Fall	<p>We would like to continue with the current pilot districts rather than adding more districts. Do you want to add more schools in the fall?</p> <ul style="list-style-type: none"> • Janet's role may change in the fall. • Northshore is changing to a new student information system in August, so hesitant to add more schools. • Cheryl will add middle school and elementary schools. • Jolene will definitely continue in the fall with her three schools in the district. 	
Next Meeting	Wednesday, May 28 from 1:30-2:30 PM via GoToMeeting	