

Date	11-12-14	Time	1:30-2:30 PM
Title of Meeting	School Module Pilot Project Workgroup		

Attendees	<ul style="list-style-type: none"> • Katherine Graff – School Nurse, Northshore School District • Sandie Tracy – Health and Nursing Supervisor, Northshore School District • Cheryl Sampson – School Nurse Specialist, Central Valley School District • Tracy Manderville – School Nurse, Pomeroy School District • Janet Boyett – School Nurse, Seattle Public Schools • Marie DeBell – Assistant Manager Health Services, Seattle Public Schools 	Department of Health (DOH) Office of Immunization and Child Profile staff: <ul style="list-style-type: none"> • Trang Kuss • Jodi Warren • Jeni Hansen
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Topic	Discussion	For Action/Follow-Up
Discussion	<p>Pilot status updates</p> <ul style="list-style-type: none"> • Katherine, Tracy, and Jolene have student directories uploaded and are working in the School Module to create reports and letters. • Cheryl is still working on getting her attorney to sign the Information Sharing Agreement. • Seattle is working on getting student directories to share with the School Module. • The main challenges right now for the School Module: <ul style="list-style-type: none"> ○ Incomplete immunizations in the Immunization Information System (IIS)/getting immunization records from providers ○ Exemptions not working accurately yet on the Action Report and Letters (bug will hopefully be fixed early 2015) <p>Valid immunization records</p> <ul style="list-style-type: none"> • Trang reminded everyone that valid immunization records include: <ul style="list-style-type: none"> ○ Immunization records from a clinic or hospital Electronic Health Record with a unique healthcare provider, clinic, hospital stamp, or another form of written healthcare provider documentation, such as a provider 	

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	<p>signature.</p> <ul style="list-style-type: none"> ○ Immunization record or official Certificate of Immunization Status from another state’s immunization registry ○ Official lifetime immunization record from WA or another state with a unique healthcare provider or clinic stamp, or another form of written healthcare provider documentation, such as a provider signature. ○ For foreign students: translated official immunization record such as an immigration form or lifetime immunization record from another country with a clinic or healthcare provider stamp. ○ Certificate of Immunization Status: enter handwritten immunizations if verified with a unique healthcare provider or clinic stamp, or another form of written healthcare provider documentation, such as a provider signature. <p>Parent consent</p> <ul style="list-style-type: none"> ● Everyone developed a parent consent and included with the registration packets to allow immunizations to be added to the School Module. Many parent consents have been received. ● The Certificate of Immunization Status has been updated to include a parent consent—this new form will be available in Jan 2015. <p>Trang showed everyone that pilot schools can modify any of the letters in the School Module to include school-specific information, such as address, phone number, and school nurse name. Trang cautioned everyone about making sure the appropriate WACs and RCWs are included in the letters. To modify the letters, go to Reports, School Reports, Action Report Notice/Letter Message. Click on a letter to modify or add a new letter. Copy and paste the text from a letter created in Word, or manually type the text in the letter.</p> <p>A state to state query can be done to find a student who came from Louisiana or</p>	

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	<p>Arizona. Find a student, then click on Patient, Remote Registry. Select the state, then hit Query. The IIS also receives periodic immunizations from Idaho and we are working on a connection with Oregon.</p> <p>Change requests</p> <ul style="list-style-type: none"> • We may have a little bit of funds available to make a change to the School Module. The group discussed two possible changes: creating an at-risk report or making changes to the roster to include a link to the CIS to allow easy access to print the CIS. • The group decided to see if an at-risk report can be added to the School Module. This report would show all students who are incompletely vaccinated or exempt. The current Action Report can be run for a specific vaccine, but doesn't show students who are exempt, only students who are out of compliance or in conditional status. The at-risk report is helpful during an outbreak. This report was also already developed by our vendor when we were thinking about possibly paying for this report in the past. Trang will find out if this is a possible change request. <p>Provider letter update</p> <p>A few months ago, the group requested a letter to be sent to healthcare providers to encourage them to enter immunizations in the IIS and to share immunization records with the pilot schools. We all reviewed the draft letter. Trang will work on emailing the letter in November.</p>	
Next Meeting	Wednesday, December 10, 2014 from 1:30-2:30 PM	