



Administrative Procedure HEA-W904 IMMUNIZATION REQUIREMENTS FOR SCHOOL ENTRY

Responsible: Department of Student Health Services

PURPOSE

This administrative procedure describes the process for evaluation of student compliance with immunization requirements for school entry in the Washoe County School District ("District" or "WCSD").

PROCEDURE

1. The Student Health Services Department is charged with ensuring that students are immunized properly prior to entering the District. All immunization information is logged into the District's electronic student information system ("IC" or Infinite Campus).
2. A hard copy printout of the student's Washoe County Health District's Web IZ record may serve as an official immunization record. In addition, a completed Immunization Worksheet (HEA-F906) or a printout of the student's immunization record on Infinite Campus are acceptable as official immunization records, as long as they are dated, stamped with the name of the school and signed by the clinical aide or school nurse.
 - a. Web IZ or Web Immunization Database is the Nevada State Health Division's on-line immunization registry that provides users with immediate access to a student's immunization history and current immunization status.
3. A hardcopy of each student's immunization record will be kept in the student's individual School Health Folder in accordance with the procedures outlined in HEA-W300.
4. DTaP - Diphtheria, Tetanus, acellular Pertussis:
 - a. Is given at 2, 4, 6, and 15-18 months of age: booster given prior to school entry at 4-6 years of age.
 - b. The child must be at least 6 weeks old at the time of the 1st dose.
 - c. There must be a minimum of 4 weeks between doses 1 and 2, and doses 2 and 3.
 - d. The 4th dose can be given as early as 12 months of age, provided 24 weeks have elapsed since the 3rd dose. (DTaP4 does not need to be repeated if given at least 4 months after DTaP3).
 - e. The 5th dose is not needed if the 4th dose is given after 4 years of age; there must be at least 24 weeks between the 4th and 5th dose.

- f. DTP/DTaP may not be given after 7 years of age.
5. DT – Diphtheria, Tetanus
- a. Used instead of DTaP for children with a valid contraindication to pertussis vaccine. If a child was younger than 12 months old when the first dose of DT was administered, 4 doses completes the series; If the child was 12 months of age or older at the time of the first dose of DT, 3 doses completes the series.
 - b. If a child has received all DT's or less than 4 DTaP's or DPT's, then he/she would not have pertussis protection.
 - c. In cases where the student does not have pertussis protection, the clinical aide or school nurse will enter a notation on the student's IC immunization database, indicating that the student is not pertussis protected.
 - d. DT may not be given after 7 years of age.
6. Td – Tetanus, Diphtheria
- a. Used for under-immunized children age 7 years and older; 3 doses complete the series (children ≥ 10 years: 1 of the 3 doses should be Tdap, preferably the 1st dose).
 - b. There must be at least 4 weeks between dose 1 and 2; 24 weeks between dose 2 and 3.
7. Tdap Booster - Tetanus, Diphtheria, acellular Pertussis:
- a. A Tdap is required for 7th grade enrollment.
 - b. Tdap is a once-in-a-lifetime immunization.
 - c. The student must be at least 7 years old in order to receive the Tdap vaccine.
8. Polio:
- a. IPV (Inactivated Polio Vaccine) or OPV (Oral Polio Vaccine) series given at 2, 4, 6-18 months; booster given prior to first time school entry at 4-6 years of age.
 - b. At least one dose of IPV or OPV is required on or after the 4th birthday.
 - c. A 4th dose of polio is not required if the 3rd dose was given after 4 years of age **and** all doses are the same type (i.e.; all OPV or all IPV) and at least 24 weeks between dose 2 and 3.

- d. Any combination of four doses of IPV or OPV constitutes a complete series provided that:
 - i. There are a minimum of 4 weeks between dose 1 and 2 and dose 2 and 3.
 - ii. There is a minimum of 24 weeks between dose 3 and 4.
 - iii. The child was at least 6 weeks old at the time of the first dose.
 - iv. The last dose was on or after the 4th birthday.
9. MMR – Measles, Mumps, Rubella
- a. Two doses of MMR are required.
 - b. The first dose of MMR is required at 12 months of age.
 - c. A second dose of MMR is required for any student over 4 years of age.
 - i. Students with one MMR, who are under four years of age will be enrolled as “in series.” These students will be required to show proof of having a second MMR within 10 school days after their fourth birthday.
 - ii. A second dose of MMR is acceptable any time after the 1st dose provided there is at least 4 weeks between dose 1 and 2.
 - iii. If a child has had a “measles only” vaccine on or after 1 year of age, then the child still needs 2 doses of MMR.
10. Hepatitis B:
- a. Three doses of Hepatitis B are required.
 - i. There must be at least 28 days or 4 weeks between dose 1 and dose 2.
 - ii. There must be at least 56 days or 8 weeks between dose 2 and 3.
 - iii. There must be at least 112 days or 16 weeks between dose 1 and 3.
 - iv. For exclusion purposes there must be 16 weeks between dose 2 and dose 3 and 24 weeks between dose 1 and 3.
 - v. Minimum acceptable age for 3rd dose is 24 weeks old.

11. Hepatitis A:

- a. Two doses of Hepatitis A are required.
 - i. Dose 1 is given any time after age 12 months.
 - ii. There must be 6 months between dose 1 and 2.
 - iii. For exclusion purposes, the second dose is due 6 months after the first dose.

12. Varicella (Chickenpox):

- a. Two doses of Varicella are required for any student who has never had chickenpox disease.
 - i. The student must be at least 12 months of age to receive the 1st dose.
 - ii. Doses must be at least 12 weeks apart for children 12 years or younger; must be 4 weeks apart for children age 13 years and older.
 - iii. Students with one Varicella, who are under four years of age, will be enrolled as "in series." These students will be required to show proof of having a second Varicella within 10 school days after their fourth birthday.

13. MCV4 – Meningococcal – as of July 1 ,2017:

- a. One dose of MCV4 is required for 7th grade enrollment and all new students to Nevada 7th grade and above.
 - i. The student must be at least 10 years of age.
 - ii. The immunization is not required for students enrolled in a Nevada public or private school before July 1, 2009.

14. General:

- a. A four-day grace period is recognized for all vaccines.
- b. Immunizations should not be given prior to 6 weeks of age (except Hepatitis B).
- c. The 3rd hepatitis B should be given after the 6-month birthday, however the 3rd dose is acceptable if the child was at least 24 weeks (about 5 ½ months) old and the other minimum intervals have been met.

- d. Varicella vaccine and MMR (Measles, Mumps, Rubella) vaccine need to be given on the same day or if not given on the same day, they need to be given 28 days apart.

IMPLEMENTATION GUIDELINES & ASSOCIATED DOCUMENTS

1. This Administrative Procedure reflects the goals of the District's Strategic Plan and aligns with the governing documents of the District, to include:
 - a. Board Policy 5038, Student Health, Welfare and Rights
 - b. Administrative Form HEA-F906, Immunization Status Worksheet K-12
 - c. Administrative Form HEA-F910, Parent Tdap Letter
 - d. Administrative Form HEA-F911, Parent Immunization Letter
2. This administrative procedure aligns and complies with the laws and regulations of the State of Nevada. For additional information:
 - a. ACIP – Advisory Committee on Immunization Practices, www.cdc.gov/vaccines/recs/ACIP/default.htm
 - b. Washoe County District Health District Immunization Program Contact List
 - c. *Nevada State Health Division Technical Bulletin: BCFCW-IZ 01-12*
 - d. Washoe County District Health District Immunization Program Vaccine Names and Abbreviations list
 - e. Washoe County District Health District Immunization Program Guide to Immunization Requirements

REVIEW AND REPORTING

1. This procedure and any accompanying documents will be reviewed bi-annually in even numbered years.

REVISION HISTORY

Date	Revision	Modification
4/23/2008	A	Adopted as CSI procedure
7/15/2008	B	Revised - Added age reference in 5.6.3 and 5.9.2, strikeout "preschool" in 5.6.3 and 5.9.3; added new sections 5.6.3.1, 5.9.3, and 5.9.3.1 and renumbered accordingly.
1/11/2010	C	Revised - Added Section 4.1; added Section 6.1.

6/22/2012	D	Revised - Changed all references from SASI to IC. Re-named WCDHD to WCHD. Re-worded age requirements. Re-numbered as needed.
1/23/2013	E	Revised - 5.8.1.2 changed 6 months to 24 weeks
8/25/2015	F	Revised - 5.5.4 remove "by 4 years of age"
7/27/2016	1.0	Revised – converted to administrative procedure; added "Varicella vaccine and MMR vaccine need to be given on the same day or if not given on the same day, they need to be given 28 days apart."
4/1/2017	2.0	Revised – to include a new state required additional immunization, MCV4