School User Guide

Revised: 9/2016

For additional support, the following resources are available:

CAIR Help Desk
Hours: Monday - Friday 8:00AM - 5:00PM
Phone: 800-578-7889
Fax: 888-436-8320
Email: CAIRHelpDesk@cdph.ca.gov

Local CAIR Representatives (LCRs): http://cairweb.org/lcrs/

CAIR Website: www.cairweb.org

Table of Contents

I. Introduction

What is CAIR2?

The **California Immunization Registry (CAIR2)** is a secure web-based system available to health care providers including local health departments, community clinics, private medical offices and hospitals as well as other approved agencies such as schools, child care facilities and foster care. CAIR2 helps these providers/agencies track and update their patient/student/client immunization and tuberculosis (TB) test records. CAIR2 is free-of-charge and managed by the California Department of Public Health.

The goal of CAIR2 is to improve immunization services by providing a central location for health care providers and other approved entities to store and access a person's complete immunization and TB test history, forecasting the immunizations that are due based on ACIP recommendations, generating official patient/student immunization documentation (e.g., Yellow Card, Blue Card), and helping immunization providers manage their vaccine inventory, generate practice-level immunization reports and conduct reminder/recall activities. A major objective of CAIR2 is to reduce both missed opportunities to immunize and unnecessary duplicate immunizations.

User Responsibilities

Records stored in CAIR2 are confidential medical information. Inappropriate use or disclosure of information may result in civil and criminal penalties per Federal and State laws and termination of your and/or your agency's rights to use CAIR2.   As a CAIR2 user, you agree to read, understand and abide by Section 120440 of the California Health and Safety Code and the following CAIR2 Confidentiality Policies:

- Use CAIR2 only for your assigned duties that are related to providing immunization services.
- Use CAIR2 only from work computers at your worksite (not from home).
- Use CAIR2 only to find records for persons coming to your clinic/agency for services.
- Keep your CAIR2 password confidential. Do not share your password with anyone else.
- Log-off from CAIR2 at the end of your shift or at any time when you must leave your work area. Also make sure other people cannot see the CAIR2 information on your computer screen.
- Keep the patient information you get from CAIR confidential. This is required by law.
- Do not use your CAIR2 login from a past job – ask the CAIR Help Desk to transfer your account.
- Understand that CAIRs automatically tracks which patient records you have accessed.

II. Accessing CAIR2

CAIR2 is a web application; a computer with Internet and web browser (e.g., IE, Firefox) is needed. To access CAIR2:

1. Go to https://cair.cdph.ca.gov. The CAIR2 login screen will appear
2. Enter your CAIR2 **Org Code (Provider ID)**, **Username**, and **Password** and click the **Login** button.

*Login screen*

Additional Information:

- The first time you log into CAIR2, you will be asked to read and agree to the Security Notification, reset your password and to enter security questions.
- If no email address has been entered you will be prompted to enter it.
- Each person accessing CAIR2 must have their own individual user account. To manage your user account, see Section III below (manage/access account tab).
- If you forget your password, click the **Forgot Password?** button to send a password reset email.
- Passwords must be changed every 60 days; the system will prompt you to change your password.
- A session will time out after 60 minutes of inactivity.
- User accounts will be disabled after 1 year of no activity.

Home Page
Once you log into CAIR2, the home page will appear. The home page is divided into the following sections:

- Announcements: Contains important information regarding enhancements and maintenance for CAIR2.
- Release Notes: Contains information regarding new releases of CAIR2.

Home Page screen
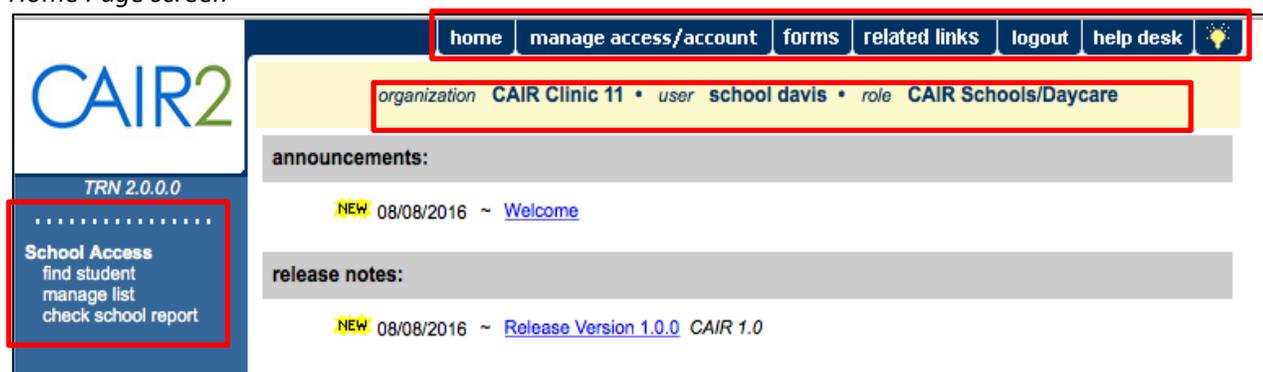
III. Common CAIR2 Tools, Windows and Menus

Menu Bar
Once you are logged into CAIR2, several menu options are listed across the top of the screen. These options appear on every screen. The following options are available in the Menu Bar:

- **Home**: Returns you to the CAIR2 home page from anywhere within the application.
- **Manage Access/Account**: Allows you to update your user account information (e.g., contact information, password, security questions). Select each option on the blue menu on the left of this screen. To return to the application click on the blue hyperlink for your organization.
- **Forms**: A list of hyperlinks for printing blank forms and support documentation.
- **Related Links**: Hyperlinks to other immunization-related websites
- **Logout**: Logs you out of CAIR2.
- **Help Desk**: Displays contact information for the CAIR Help Desk.
- **Online Help**: Represented by a light bulb icon, online help displays page-specific help in a new window.

User Confirmation Bar
Directly beneath the Menu Bar is a row highlighted in light yellow which displays your organization, user name, and user role (level). This row appears on every screen.

Menu Panel
The Menu Panel appears in blue on the left side of the screen and contains the links to navigate in CAIR2.

IV. Searching for Students

To search for a student in CAIR2, click the **find student** link underneath the 'School Access' header in the left blue menu panel. The Student Search Criteria screen will appear.

Student Search Criteria screen

Student Search Criteria

Search by Patient
* Minimum search criteria includes any two fields.

Last Name	[ ]	Mother's First Name	[ ]	Find
First Name	[ ]	Home Phone	[ ]-[ ]-[ ]	Clear
Middle Name	[ ]	Cell Phone	[ ]-[ ]-[ ]	
Birth Date	[ ] 📅			

Search by Medical Record Number
   * Medical Record Number [   ]

Search by CAIR ID
   * CAIR ID [   ]

Search by Legacy CAIR ID
   * Legacy CAIR ID [   ]

To search by student demographic information (Search by Patient), enter a minimum of any two fields including: Last Name, First Name, Middle Name, Birth Date, Mother's First Name, or Home or Cell Phone Number.
Note: When searching using names:
- CAIR2 ignores spaces, apostrophes, and hyphens.
- For first, last and middle names, or mother's first name, you can enter the first 2 letters of the name and CAIR2 will do a search of all students whose name begins with those letters.
- If a student's first or middle name or mother's first name is only one letter long, you may enter the single letter, but only exact matches will be displayed.

You can also search using one field:
1. Medical Record Number (only if your site has assigned a MRN for that student)
2. CAIR ID (the patient's CAIR2 ID)
3. CAIR Legacy ID (the patient's 'old' CAIR1 ID)

- Once you enter the search information, click the 'Find' button at the top right of the screen. Results that match your search criteria will display. Click the Last Name hyperlink for the correct student to open the student's Immunization Record. If no matches appear, try searching again with different search criteria.

Search Results screen

			Possible Matches: 2	
Last Name	**First Name**	**Middle Name**	**Birth Date**	**Gender**
LOU	LISA		02/10/2015	F
LOU	LIZA		10/18/2010	F
	AKA: LOU,LIZZY			

V. Viewing a Student's Immunization Record

The Student Immunization Record screen has 4 sections: Student Information, Reports, Immunization Record, and Vaccines Recommended by Selected Tracking Schedule. Each section is described below.

Student Immunization Record screen

Student Information   CSIR Blue Card   Print Confidential   Cancel

Student Name (First - MI - Last)	DOB	Gender	Tracking Schedule
LIZA LOU	10/18/2010	F	ACIP

Current Age: 5 years, 10 months, 27 days

Reports

Add this Student to a Report List   Please Pick a Report List

Immunization Record

Vaccine Group	Date Admin	Series	Vaccine [Trade Name]	Dose	Reaction
DTP/aP	12/18/2010	1 of 4	DTaP, NOS [DTaP, NOS ®]		
	03/01/2011	2 of 4	DTaP-HepB-IPV [Pediarix ®]	Full	
	05/15/2011	3 of 4	DTaP-HepB-IPV [Pediarix ®]		
	09/09/2016	4 of 4	DTaP-HepB-IPV [Pediarix ®]	Full	
HepB	10/18/2010	1 of 3	HepB-Peds [Engerix-B Peds ®]		
	03/01/2011	2 of 3	DTaP-HepB-IPV [Pediarix ®]	Full	
	05/15/2011	3 of 3	DTaP-HepB-IPV [Pediarix ®]		
	09/09/2016		DTaP-HepB-IPV [Pediarix ®]	Full	
MMR	10/01/2011	NOT VALID	MMR [MMR II ®]	Full	
	07/10/2016	1 of 2	MMR [MMR II ®]	Full	
	08/08/2016	2 of 2	MMR [MMR II ®]	Full	
Polio	12/18/2010	1 of 4	Polio, NOS		
	03/01/2011	2 of 4	DTaP-HepB-IPV [Pediarix ®]	Full	
	05/15/2011	3 of 4	DTaP-HepB-IPV [Pediarix ®]		
	09/09/2016	4 of 4	DTaP-HepB-IPV [Pediarix ®]	Full	

Vaccines Recommended by Selected Tracking Schedule

Vaccine Group	Vaccine	Earliest Date	Recommended Date	Past Due Date
DTP/aP	DTaP, NOS		Complete	
HepA	HepA, NOS	10/18/2011	10/18/2011	05/18/2012
HepB	HepB, NOS		Complete	
Influenza-seasnl	Flu NOS	04/18/2011	08/01/2016	05/18/2011
MMR	MMR		Complete	
Polio	Polio, NOS		Complete	
Varicella	Varicella	09/05/2016	09/05/2016	09/05/2016

1. **Student Information**

The Student Information section of the Student Immunization Record screen contains basic demographic information about the student. The Tracking Schedule Field allows you to select the vaccine schedule in which to evaluate this student's immunization record according to grade-level immunization requirements. Options include Kindergarten, Preschool/Daycare and 7th Grade and ACIP. The vaccines for which the student is incomplete will then display in the Vaccines Recommended by Selected Tracking Schedule at the bottom of the screen.
Note: the ACIP schedule (clinically recommended immunization schedule) is the default and should be used when printing out a record for the parent so they know when they should obtain immunizations for their child.

There are also 3 buttons at the top of this section:
- CSIR Blue Card: Allows you to generate and print the student's school immunization record.
- Print Confidential: Allows you to print a copy of this screen.
- Cancel: Takes you back to the Student Search Criteria screen.

2. Reports

In the Reports section of the Student Immunization Record screen, you are able to add the student to a specific student list for your school. This will allow you to run reports that include the student.

To add a student to a list, you must have already created the list in CAIR2 (see Section VI of this Guide for instructions on how to create student lists). Once the list is created:

1. Click the "Please pick a Report List" drop-down menu and select your list from the available options.
2. Then click the "Add this Student to a Report List" hyperlink to add this student to the list you selected. Note: Each student can be added to more than one list.

3. Immunization Record

The Immunization Record section of the Student Immunization Record screen displays all of the vaccinations the student has recorded in CAIR2. Information for each vaccination recorded includes:

- Vaccine Group: The vaccines are in alphabetical order. If the patient received a combination vaccine (e.g., Pediarix), the shot will appear in each vaccine group where it counts.
- Date Admin: Shows the date the shot was administered. You can click on the hyperlink to see the vaccine schedule for that vaccine as well as other information.
- Series: Shows where that shot counts in the series. If 'NOT VALID' or 'SUBPOTENT' is displayed, you can click on the Date Admin hyperlink for that shot for an explanation. If nothing is displayed, it means that an extra shot in the series was given, but that it is allowed by ACIP recommendations.
- Vaccine (Trade Name): Shows the vaccine and Trade Name for that shot.
- Dose: Shows if the amount of vaccine given to the patient was a Full (standard) dose, or if less or more than the standard dose was given. If this column is blank, then the shot was entered as a historical dose and it should be assumed the dose was a full dose.
- Reaction: Shows if a reaction has been documented for this shot. The entire row will also appear in red text. You can click the 'Yes' hyperlink in this column to see a description of the reaction.

Note: Vaccinations marked as SUBPOTENT or NOT VALID in the 'Series' column are counted for school/Daycare immunization law compliance. The exceptions are MMR, Varicella and Hepatitis A doses given before the first birthday. California accepts these dates for school attendance purposes because revaccination is a clinical decision.

4. Vaccines Recommended by Selected Tracking Schedule

This section of the Student Immunization Record screen displays which vaccines are currently recommended for the student. Vaccines that are due are highlighted in green.

The Earliest Date, Recommended Date and Past Due date that the student should receive the vaccination are listed based on the Tracking schedule you selected in the Student Information section at the top of the screen. If the a school grade level is selected for the Tracking Schedule (e.g., Kindergarten), the due dates will reflect the dates when the student is considered incomplete for the vaccine according to California school law requirements for that grade.

Also, if a vaccine series is complete, contraindicated, or if the patient has documented immunity or has aged out of a specific vaccine series, this will be displayed in this section next to the vaccine and be shaded grey. Below is a more detailed explanation of the messages that may appear in grey:

- **Maximum Age Exceeded**: Indicates that the student has exceeded the maximum age to receive the vaccine. For example, if a student has already reached the age of five and has not completed the Hib series, then the recommendation for Hib will show 'Maximum Age Exceeded'.
- **Maximum Doses Met or Exceeded for Vaccine Group**: Indicates that the maximum number of doses recommended have been administered according to the tracking schedule.
- **Complete**: Indicates that the series has been completed according to the tracking schedule.

- **Immunity Recorded for Vaccine Group**: Indicates history of disease (e.g., Chickenpox) or vaccine history.
- **Contraindicated**: Indicates the vaccine should not be given for medical reasons.

Note: Parental refusals or medical deferrals do not impact the recommendations and are not displayed**.**

VI. Creating and Managing Student Lists

You can create student lists in CAIR2 that can be used for generating reports. A maximum of thirteen lists can be created by each school/childcare facility.

To create a list, click the **Manage List** link located underneath the School Access header on the blue menu on the left side of the screen. The Manage List screen will appear:

Manage List screen

Each school can only have 13 report lists.			
Manage List			
New List Name			Save
Report List			
List Name	**Last Updated Date**	**Student Count**	**Delete**
Class of 2015	09/21/2016	2	Delete

Creating a Student List

To create a Student List:
1. In the Manage Lists section, enter a list name in the **New List Name** field.
2. Click the **Save** button. The message "The list has been created successfully" will appear.
3. The List will now appear in the Report List section of the screen.

Note: Once you create a list, you cannot edit the name of it. So make sure to choose a name that will not need to be revised (avoid generic names). Use list names such as Class of 2020, Class of 2021, etc.

Once you have created the list, you can add students to it at any time (see Section V above for instructions on how to add a student to a list). Once students are added to the list, the list on the Manage List screen will appear as a hyperlink. You can click on this hyperlink to see the list of students assigned to this list. This section will also show the date the list was last updated and the number of students in the list. If there are no students assigned to the list, the list will not be hyperlinked.

Deleting a Student List

To delete a Student List:
1. Click the **Delete** button to the right of the list.
2. You will be given a prompt "Are you sure you want to delete this list?"
3. Click 'OK' to delete the list; click 'Cancel' to not delete the list. If you delete a list, you cannot retrieve it.

Viewing a Student List and Report Options

To view a Student List and generate reports, click the hyperlinked List Name of the report in the Report List section of the Manage List screen (see above). The Reports screen for the list you selected will appear:

Reports screen

On the Reports screen you can see each student that is on the List, view their immunization record and remove them from the list. You can also run other reports on the list. There are three main sections on this screen:
1. Reports Available
2. Select Tracking Schedule
3. Client List

1. Reports Available (for the List you selected)
You can generate four types of student reports for the list you selected: Student List, Student Immunization History List, Immunization Due, and Student Compliance Report. **See Section VII below for instructions on how to generate each of these reports.**

2. Select Tracking Schedule
On the Reports screen, you can also choose a Tracking Schedule from the drop down menu in the Select Tracking Schedule section. Options include Kindergarten, Preschool/Daycare, 7th Grade and ACIP (clinically recommended immunization schedule). This allows you to set the tracking schedule for each report in order to evaluate all of the students on the list based on the school immunization law requirements for their grade level to identify those students who are incomplete.

Note: There are two places in CAIR where you can select a Tracking Schedule. If you want to run a report for a group of students using a specific tracking schedule, select the tracking schedule on the Reports screen described in this section. If you want to select a Tracking Schedule for one student only, find the student in CAIR and then select the tracking schedule in that student's individual Student Immunization Record screen (described on Page 6 of this Guide).

3. Client List (for the List you selected)
This section of the Reports screen shows you all of the students that are on your selected list. You can click on the hyperlink of the student's last name to see their immunization history. You can also remove one or several students from the list by placing a checkmark in the box beside the student's name in the Delete column and clicking the Delete button. Once you have confirmed that you want to delete these students, the message "The list has been updated successfully" will appear.

VII. Generating Student Reports

As discussed above, there are 4 reports you can generate for each List. Each is described below. See Section IX below for an example of each report.

1. **Student List Report**

     This report shows the name and date of birth for each student on the list. To run this report:
     1. Click the **Student List** link.
     2. The Student List report will open in a PDF document, which you can then save or print.
     3. Click the Back button on your browser to return to the main Reports screen.

2. **Student Immunization History List Report**

   The Student Immunization History List displays the name, date of birth, Tracking Schedule selected, immunization history and immunizations due for each student on the list. To generate this report:
     1. Click the **Student Immunization History List** link. The report will automatically start generating. You will be taken to the Check School Report screen where you can view the status of the report.
     2. Click **Refresh** periodically until the status displays 100%. You can also click "Check School Report" on the blue menu on the left side to see if the report is finished.
     3. Once your report has finished generating, the report name will turn blue and be a hyperlink, and the report status will display "ready". You can now click the link to view the report.
     4. Click the Back button on your browser to return to the main Reports List screen.
   Note: If you only want to view an existing report and don't want to generate a new report, click the "Check School Report" link on the blue menu on the left side to see existing reports.

3. **Immunization Due Report**

   This report displays the name, date of birth, Tracking Schedule selected and all immunizations due for each student on the list. To generate this report:
     1. Click the **Immunization Due** link.
     2. You will be taken to the **School Immunization Due List Request** screen where you can enter the criteria you want to use for the report.

   School Immunization Due List Request screen

     3. Selecting Vaccine Groups To Report on

        Select the 'Use All Vaccine Groups' button to see if a student is past due for any vaccines. The due dates will be based on the tracking schedule you have selected for this report. If a student is past due for any of the vaccines based on the tracking schedule, then the student will be listed in the report. If a student(s) is not listed in the report, then the student(s) are complete or up-to-date for the selected date range.

        You can choose the 'Use Vaccine Groups Selected' button if you want to focus on a specific vaccine(s).

For example, if there is an outbreak, you can use this report to see which students on the list are lacking that specific vaccine. To choose the vaccines:

- Scroll though the vaccine group list and double-click the desired vaccine group name, or click the vaccine group name and then click the Add button. The selected vaccine groups will appear in green in the box to the right.
- To remove any vaccines from the report criteria, either double-click the selected vaccine group name in the right list box, or click the selected vaccine and then click the Remove button.

4. Selecting Target Date Range
   You can select a date range (this is optional). When dates are specified, the report will only return those students that were, are, or will be overdue for the selected vaccine groups on a date falling within the target date range entered. To enter dates, enter the Target Date Range in the From and To text boxes in the form MM/DD/YYYY, or Click the calendar icon to set the date.
   Note: If both dates are left blank, then today's date will be used for both the From and To fields.

5. Once you have selected your criteria, click the **Generate** button. You will be taken to the Check School report screen where you can view the status of the report.

6. Click **Refresh** periodically until the status displays 100%. You can also click "Check School Report" on the menu on the left side to see if the report is finished.

7. Once your report has finished generating, the report name will turn blue and be a hyperlink, and the report status will say "ready".

8. Click the link and view the report.

Notes:
- If you selected a future date, then all students on the list will require vaccines by the date selected, but Due will only be displayed for those vaccines that are past due or due now. You will have to manually evaluate the rest of the record to identify those vaccines that are due before the future date selected.
- Check to see if all of the student's immunizations are in the CAIR – e.g., parents/guardians may have additional information if the student received services from a provider who does not report to CAIR.

4. Student Compliance Report:
This report displays if the student is compliant based on the tracking schedule that you select, and which immunizations are due if the student is not compliant. To generate this report:
1. Select the appropriate Tracking Schedule on the Reports screen.
2. Click on the Student Compliance Report link. The Student Compliance Report Request screen will appear:

Student Compliance Report Request screen
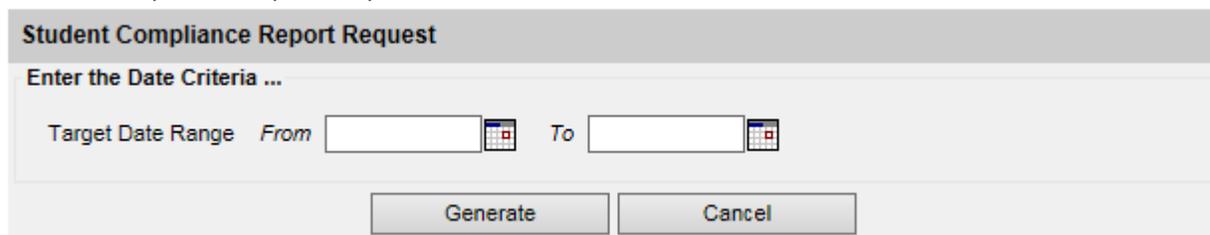
3. Enter the date range you wish to run against the student list and tracking schedule you selected. The Date range will measure the student compliance for the students during the range selected.
4. Click the Generate button.
5. Once you have selected your criteria, click the **Generate** button. You will be taken to the Check School report

screen where you can view the status of the report.

6. Click **Refresh** periodically until the status displays 100%. You can also click "Check School Report" on the menu on the left side to see if the report is finished.
7. Once your report has finished generating, the report name will turn blue and be a hyperlink, and the report status will say "ready.
8. Click the link and view the report.

VIII. Check School Report Screen

The Check School Report screen displays the status of a report request for the Student Immunization History List Report, Immunization Due Report, and Student Compliance Report. When you generate one of these reports, this screen will tell you when it is complete and include the link to access the report.

This screen has two sections:
1. School Report Job Status
2. School Report Status

Check School Report Screen

School Report Job Status						Refresh
Started	**Completed**	**Status**	**Students**	**Target From**	**Target To**	Cancel
09/23/2016 12:22 PM	09/23/2016 12:23 PM	100 %	2			

School Access
find student
manage list
check school report

School Report Status					
Name	**Type**	**Requested**	**Started**	**Completed**	**Status**
History Report 09-23-2016 12:23:03	Imm. History	09/23/2016 12:23 PM	09/23/2016 12:23 PM	09/23/2016 12:23 PM	Ready
Due Report 09-21-2016 13:22:28	Imm. Due	09/21/2016 01:22 PM	09/21/2016 01:22 PM	09/21/2016 01:22 PM	Ready
Due Report 09-21-2016 13:20:58	Imm. Due	09/21/2016 01:20 PM	09/21/2016 01:20 PM	09/21/2016 01:20 PM	Ready
Student Compliance Report 09-21-2016 13:04:53	Student Compliance	09/21/2016 01:04 PM	09/21/2016 01:04 PM	09/21/2016 01:04 PM	Ready

TRN 2.0.0.0

1. School Report Job Status

This section displays the date and time a report was started and completed, the overall status in percentage, the number of students returned and the target date range if one was specified. You can click the Refresh button at the top of the screen to update the Status column. You can only have one job listed in this section at a time. Once you run a new report, your previous job will be erased.

2. School Report Status

This section displays the reports that have been generated from the Reports List screen. It contains the name of the report, the type of report, the date and time the report was requested, what time it started and the status. Your reports will be sorted by time generated, with the latest report at the top.

To get the latest update on all the requests listed in the table, click the **Refresh** button. This will show the most current status for each request from the CAIR database.

You do not have to remain on this screen while the reports are running. You can navigate away from this screen and go somewhere else in the application while your report runs in the background. To get back to the School Report Status screen, click the Check School Report link on the blue left menu panel.

As soon as the report name appears as a hyperlink and the Status displays ready, it has completed processing and is ready for viewing. To view the report, click the report name hyperlink. This process can take some time depending on the size of the report. The selected report will automatically display using the Adobe Acrobat Reader. At any time, you can click the **Cancel** button to return to the screen you were previously on.

IX. Examples of Reports

Below are examples of the reports described above that you can generate and print.

California State Immunization Record (CSIR) Blue Card (described on Page 6)

CALIFORNIA SCHOOL IMMUNIZATION RECORD

This record is part of the student's permanent record (cumulative folder) as defined in Section 49068 of the Education Code and shall transfer with that record. Local health departments shall have access to this record in schools, child care facilities, and family day care homes.

This record must be completed by school and child care personnel from an immunization record provided by parent or guardian. See reverse side for instructions.

Student Name: LOU, LIZA   Sex: F   Birthdate: 10/18/2010   Place of Birth: California United States
Address: 208 BERKELEY DRIVE
City: SACRAMENTO

VACCINE	1st	2nd	3rd	4th	5th	Booster
POLIO (OPV or IPV)	12/18/2010	03/01/2011	05/15/2011	09/09/2016	09/09/2016	
DTP/DTaP/DT/Td	12/18/2010	03/01/2011	05/15/2011	09/09/2016		
MMR (Measles, Mumps, and Rubella)	07/10/2016	08/08/2016				
HIB (Required only for child care and preschool)						
HEPATITIS B	10/18/2010	03/01/2011	05/15/2011			
VARICELLA (Chickenpox)						
HEPATITIS A (Not required)						

TB SKIN TESTS — Other: 08/08/2016   mm indur: 1.03 IU/cm (Ag-null)   Impression: Neg

CHEST X-RAY (Necessary if skin test positive)

STATE OF CALIFORNIA-DEPARTMENT OF PUBLIC HEALTH
IMMUNIZATION BRANCH

INSTRUCTIONS FOR SCHOOL OR CHILD CARE STAFF

1. Complete child's name and address information section, or ask parent or guardian to complete this section only. (This form is not to be sent home or given to parents to complete.)
2. School or child care personnel then fill in the date (month/day/year) of each immunization the student has received from the Immunization Record presented by the parent or guardian. (If the date consists only of month and year for some doses, fill in month/xx/year; however, if either measles, rubella or mumps (or MMR) was received in the month of the 1st birthday, month/day/year is required.)
3. Determine if immunization requirements have been met, using the California "Immunization Requirements for Grades K–12," or "Immunization Requirements for Child Care," (available from Immunization Coordinators in local health departments), or other requirements guide.
4. Complete the Documentation and Status of Requirements box.

   A. Check the Permanent Medical Exemption (PME) box(es) for vaccines that are exempt for medical reasons. File the required physician's written statement specifying the exempted immunization(s) in the pupil's record.
   B. If the child has met all immunization requirements, check box A and write in date.
   C. If the child has not met all requirements, check box B. Child can be admitted only if up-to-date, e.g., no immunizations due currently. The child must be followed up as indicated in the "Guide to Immunization Requirements."
   D. If a child is to be exempted for medical reasons, a doctor's written statement is required; the statement must include which immunization(s) is to be exempted and the specific nature and probable duration of the medical condition. If the medical exemption is permanent, the requirement for the designated immunization(s) is met: check box A and box C.* If the medical exemption is temporary, check box B and box D; this child must be followed up.*
   E. If a child is to be exempted for reasons of personal beliefs, the parent or guardian must present documentation consistent with Health and Safety Code Section 120365, including documentation of all other required immunizations the child has received. All requirements are met; check box A and box E.*

Applicable only in those jurisdictions where the Tuberculosis Assessment is required for school entry

Personal Beliefs Affidavit to be Signed by Parent or Guardian—Tuberculosis
I hereby request exemption of the child named on the front from the tuberculosis assessment requirement for school/child care center entry because this procedure(s) is contrary to my beliefs. I understand that should there be cause to believe that my child is infected with active tuberculosis or should there be a tuberculosis outbreak, my child may be temporarily excluded from school.

Creencias Personales: Declaración Jurada Debe ser Firmada por el Padre o la Madre o el Guardián
Solicito por la presente la dispensa de mi hijo, nombrado en el reverso, de los requisitos para la evaluación de la tuberculosis (tisis) de la entrada a la escuela ya que esta evaluación es opuesta a mis creencias. Comprendo que si hay razón para sospechar que mi hijo sufra de la tuberculosis activa o si hay un brote de la tuberculosis, mi hijo puede ser excluido de la escuela.

Signature (Firma) _____   Date (Fecha) _____

* Names of all children who are exempt should be maintained on an exempt roster for immediate identification in case of disease outbreak in the community.

STATE OF CALIFORNIA-DEPARTMENT OF PUBLIC HEALTH
IMMUNIZATION BRANCH

Student List Report (described on Page 10)

CAIR
Student Listing

Report run on: 09/21/2016

Last Name	First Name	Middle Name	Birth Date
LOU	LIZA		10/18/2010
SMITH	RODNEY		07/21/2010

Student Immunization History List Report (described on Page 10)

09/21/2016

CAIR

Student Immunization History

Student Name (L, F, M): **LOU, LIZA**	Birth Date: **10/18/2010**	Gender: **Female**

Immunization Record	Tracking Schedule: Kindergarten

Vaccine Group	Date Admin	Series	Vaccine [Trade Name]	Dose
DTP/aP	12/18/2010		DTaP, NOS [DTaP, NOS ®]	
DTP/aP	03/01/2011		DTaP-HepB-IPV [Pediarix	
DTP/aP	05/15/2011		DTaP-HepB-IPV [Pediarix	
DTP/aP	09/09/2016		DTaP-HepB-IPV [Pediarix	
HepB	10/18/2010		HepB-Peds [Engerix-B	
HepB	03/01/2011		DTaP-HepB-IPV [Pediarix	
HepB	05/15/2011		DTaP-HepB-IPV [Pediarix	
HepB	09/09/2016		DTaP-HepB-IPV [Pediarix	
MMR	10/01/2011		MMR [MMR II ®]	
MMR	07/10/2016		MMR [MMR II ®]	
MMR	08/08/2016		MMR [MMR II ®]	
Polio	12/18/2010		Polio, NOS	
Polio	03/01/2011		DTaP-HepB-IPV [Pediarix	
Polio	05/15/2011		DTaP-HepB-IPV [Pediarix	
Polio	09/09/2016		DTaP-HepB-IPV [Pediarix	
Td/Tdap	12/18/2010		DTaP, NOS [DTaP, NOS ®]	
Td/Tdap	03/01/2011		DTaP-HepB-IPV [Pediarix	
Td/Tdap	05/15/2011		DTaP-HepB-IPV [Pediarix	
Td/Tdap	09/09/2016		DTaP-HepB-IPV [Pediarix	

Immunizations Due
Varicella

Student Name (L, F, M): **SMITH, RODNEY**	Birth Date: **07/21/2010**	Gender: **Male**

Immunization Record	Tracking Schedule: Kindergarten

Vaccine Group	Date Admin	Series	Vaccine [Trade Name]	Dose
DTP/aP	01/04/2011		DTaP-HepB-IPV [Pediarix	
DTP/aP	06/18/2011		DTaP-HepB-IPV [Pediarix	
DTP/aP	08/15/2011		DTaP-HepB-IPV [Pediarix	
DTP/aP	09/23/2015		DTaP [Infanrix ®]	
HepB	07/22/2010		HepB, NOS [HepB ®]	
HepB	01/04/2011		DTaP-HepB-IPV [Pediarix	
HepB	06/18/2011		DTaP-HepB-IPV [Pediarix	
HepB	08/15/2011		DTaP-HepB-IPV [Pediarix	
MMR	08/15/2011		MMR [MMR II ®]	
Polio	01/04/2011		DTaP-HepB-IPV [Pediarix	
Polio	06/18/2011		DTaP-HepB-IPV [Pediarix	
Polio	08/15/2011		DTaP-HepB-IPV [Pediarix	

09/21/2016

CAIR

Student Immunization History

Vaccine Group	Date Admin	Series	Vaccine [Trade Name]	Dose
Polio	09/23/2015		Polio-Inject [IPOL ®]	
Td/Tdap	01/04/2011		DTaP-HepB-IPV [Pediarix	
Td/Tdap	06/18/2011		DTaP-HepB-IPV [Pediarix	
Td/Tdap	08/15/2011		DTaP-HepB-IPV [Pediarix	
Td/Tdap	09/23/2015		DTaP [Infanrix ®]	

Immunizations Due
MMR
Varicella

Immunization Due Report (described on Page 10)

Report run on : 09/21/2016	**Student Immunization Due List**	

Student Name (FML)

RODNEY SMITH - 07/21/2010   **Tracking Schedule:** Kindergarten

Vaccine	Immunizations Due	Immunization Dates
DTP/aP	Complete	1) 01/04/2011 2) 06/18/2011 3)
HepB	Complete	1) 07/22/2010 2) 01/04/2011 3)
MMR	07/21/2014	1) 08/15/2011
Polio	Complete	1) 01/04/2011 2) 06/18/2011 3)
Varicella	09/12/2011	

Student Compliance Report (described on Page 11)

Report run on: 09/21/2016   **Student Compliance Report**

Student Name (FML)

Tracking Schedule: Kindergarten

LIZA LOU	**Compliant:** Y	
RODNEY SMITH	**Compliant:** N	**Immunizations Due:** MMR, Varicella