

Directive to Administrators (Specify which administrators)	WAD (Wednesday) Publication Date	WAD Notice (Number)	No. of Pages
All Middle and High School Administrators	January 19, 2011		1 of 3
WAD Title (Limit to 4-6 Words)		Date Due (if applicable)	Not Applicable After this Date:
AB 354 – New Tdap (Pertussis/Whooping Cough) Vaccine Requirement		Immediately	
From: Kim Coates	Title: Supervisor, Student Support Services	Signature:	Telephone: 242-2615
Inform:			
<input checked="" type="checkbox"/> Certificated Staff <input checked="" type="checkbox"/> Classified Staff <input checked="" type="checkbox"/> Parents <input type="checkbox"/> Post on Bulletin Board Other _____			
Administrative Directive			
WHAT:	As of July 1, 2011, all students entering grades 7 through 12 must have proof of a Tdap (Pertussis/Whooping Cough) vaccine for school entry.		
WHO:	A designated school staff will be required to enter proof of the vaccine on each student's blue California school immunization record that is kept in the cum file. Schools will be audited for compliance to this law by the San Francisco Department of Public Health at the start of the 2011-2012 school year.		
HOW:	In the next few weeks, the SF Department of Public Health will be sending a packet to each middle and high school that includes instructions on entering the information on a student's school immunization record. The packet of information will also include "Tdap stickers" to document the vaccine and affix to the record. Attached is a copy of the instructions.		
WHEN:	We are currently in the process of notifying parents/guardians about the need to vaccinate their 7 th through 12 th graders. If students are currently bringing in proof of vaccines, please make a copy and transcribe to the "Tdap sticker" when you receive the packet.		
	For more information about the new School Tdap Requirement, please go to www.shotsforschool.org		
WHY:	The new requirement is in response to the whooping cough epidemic in California.		
If you have questions, please contact the Nurse of the Day at 242-2615			
	Kevin Truitt	Title: Associate Superintendent, Student Support Services Department	Signature:
SAN FRANCISCO UNIFIED SCHOOL DISTRICT – WEEKLY ADMINISTRATIVE DIRECTIVE (WAD)			

San Francisco Department of Public Health

Communicable Disease Prevention Unit

101 Grove Street, Room 408

San Francisco, CA 94102

415-554-2830



Tdap (Pertussis Booster) Requirement Sticker

Instructions for School Staff on Collecting and Recording Tdap Information

Definitions

The California Immunization Record (Yellow Card): The yellow card is the official California state immunization record in which a doctor or clinic writes in a child's immunization history including the date a vaccine is given and clinic information.

California School Immunization Record (Blue Card): The blue card is a record of a student's immunizations and is part of the student's permanent record (cumulative folder).

Tdap stickers are to be completed by school staff, not by students or their parents. The Tdap sticker, when affixed to the student's California School Immunization Record, documents Tdap vaccine in the student's permanent record as required by California law (Health and Safety Code §120325-120375).

Instructions

1. Student gives you their yellow card, or an official printout from doctor. **Verify that they have received their Tdap booster shot on or after the 7th birthday.** The following are acceptable vaccine abbreviations or trade names that meet the Tdap requirement: Tdap, Adacel, Boostrix, DTaP, or DTP.
2. Retrieve student's California School Immunization Record (Blue Card) from student file. Create a new blue card if there is nothing on file. Please contact the Department of Public Health at 415-554-2830 if you need blue cards.
3. Take a Tdap sticker and place it on the upper left-hand corner of the Blue Card where it will not obstruct vital information.

4. Locate the DTaP/Tdap section on the Yellow card (or official printout from doctor) and find the Tdap dose (this dose will not necessarily be located in line #6 as shown below).
5. Copy the "Date of Tdap Immunization" onto the Tdap Sticker. Write student's Date of Birth. Check the corresponding box that Tdap was given.

	DTaP/Tdap 百日咳/白喉/破傷風		
1	01/04/95	San Francisco Clinic	01/04/95
2	06/05/95	San Francisco Clinic	08/05/95
3	03/10/95	San Francisco Clinic	02/04/96
4	02/04/95	San Francisco Clinic	02/04/05
5	06/11/05	San Francisco Clinic	06/11/15
6	2/11/10	San Francisco Clinic	02/11/20

Tdap (Pertussis Booster) Requirement

Date of Tdap Immunization: ____/____/20__

Birthdate: ____/____/____

Check one:

Tdap was given on or after 7th birthday. (It does not meet requirement.)

Medical exemption from physician on file.

Tdap personal belief exemption affidavit from parent/guardian on file.

School Staff Name: _____

Today's Date: _____

Student Name or ID: _____

6. Write the name of the school staff assessing the student's Tdap status. Write the date the assessment is completed. Proceed to #8.

Tdap (Pertussis Booster) Requirement	
Date of Tdap Immunization	02 / 11 / 2011
Birthdate	02 / 04 / 1995
Check one:	
<input checked="" type="checkbox"/> Tdap was given on or after 7th birthday. (Id does not meet requirement.)	
<input type="checkbox"/> Medical exemption from physician on file.	
<input type="checkbox"/> Tdap personal belief exemption affidavit from parent/guardian on file.	
School Staff Name	_____
Today's Date	03/05/2011
Student Name or ID	3409782

7. If the student has no record of Tdap vaccine on or after their 7th birthday, verify that the student has one of the following, then check the corresponding box:
- A medical exemption specifically for Tdap signed by the physician
 - A personal beliefs exemption form specifically for Tdap (CDPH 8261) signed by the parent or guardian

Write the name of the school staff assessing the student's status. Write the date the assessment is completed.

Tdap (Pertussis Booster) Requirement	
Date of Tdap Immunization	___ / ___ / 20___
Birthdate	___ / ___ / ___
Check one:	
<input type="checkbox"/> Tdap was given on or after 7th birthday. (Id does not meet requirement.)	
<input type="checkbox"/> Medical exemption from physician on file.	
<input type="checkbox"/> Tdap personal belief exemption affidavit from parent/guardian on file.	
School Staff Name	_____
Today's Date	_____
Student Name or ID	_____

8. File the Blue Card in the student's permanent record. If the student has a signed medical or personal beliefs exemption, file it with the Blue Card. If you created a new blue card just for this Tdap requirement, be sure to complete the demographic information at the top. If the student's original blue card is found, staple the two blue cards together.
9. Keep a list of students who have fulfilled the requirement. Exclude students who cannot show proof of vaccination or exemption. Communicate with parents and remind them that their child will be excluded from school if they do not meet the requirement.

If you need to order blue cards, visit http://sfcdcp.org/materials_request.html to place your order.

If you have any questions, please call the San Francisco Department of Public Health Immunization Program at 415-554-2830 or visit www.shotsforschool.org for additional information and resources.