

Tony Evers  
Governor

Andrea Palm  
Secretary



**State of Wisconsin**  
Department of Health Services

**DIVISION OF PUBLIC HEALTH**

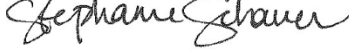
1 WEST WILSON STREET  
PO BOX 2659  
MADISON WI 53701-2659

Telephone: 608-266-1251  
Fax: 608-267-2832  
TTY: 711 or 800-947-3529

Date: May 15, 2019

To: Wisconsin School Administrators, School Nurses, and  
School Immunization Compliance Managers

Cc: Local Health Departments, Wisconsin Department of Public Instruction

From: Stephanie Schauer, Ph.D.   
Immunization Program Manager

Re: Student Immunization Law, Fall 2019

We thank you for your partnership with assessing and ensuring compliance with the Wisconsin student immunization law. Schools are integral partners in ensuring schools remain healthy environments for learning. As you wrap up another successful school year, we wanted to make you aware of a few items regarding school immunization compliance for the upcoming 2019-2020 school year.

- 1) **For the second year, the school booklet materials will be available online only.** Booklets are no longer mailed to schools. Instead, please visit the DHS website to download the materials: <https://www.dhs.wisconsin.gov/immunization/reqs.htm>. We anticipate these materials will be ready by mid-August.
- 2) **The School Report to Local Health Department will be submitted electronically.** A copy of the form (F -04002) will be available electronically. This can be used as a worksheet, and once the information is gathered, it will be submitted via a secure web link. This will satisfy the reporting requirement that every school is required by Wisconsin law (Wis. Admin. Code ch. 144: [https://docs.legis.wisconsin.gov/code/admin\\_code/dhs/110/144](https://docs.legis.wisconsin.gov/code/admin_code/dhs/110/144)) to submit the report to the local health department by the deadline (the 40<sup>th</sup> school day). This web link will be provided later this summer. It will not be necessary to send a separate copy of F-04002 to the local health department.
- 3) **School compliance results from the previous school year are now available online.** Schools and districts should review their compliance results from the previous school year using the links below. Public school districts and private schools with less than 99% of students in compliance during the previous school year, or schools who did not report at all, are required to exclude noncompliant students during this coming school year.
  - Public districts: <https://www.dhs.wisconsin.gov/publications/p02388a.pdf>
  - Private schools: <https://www.dhs.wisconsin.gov/publications/p02388.pdf>
- 4) **A webinar will be held in August for school personnel on submitting the school report.** The Department of Health Services and the Department of Public Instruction will host a webinar to discuss these changes and the process in more detail. Please watch for the announcement closer to the date.

We thank you for your continued efforts to ensure all school children in Wisconsin are protected against vaccine-preventable diseases. We look forward to a continued partnership with you.

If you have questions, please contact your local health department or your regional immunization representative.

Local health departments: <https://www.dhs.wisconsin.gov/lh-depts/counties.htm>

Regional immunization representatives:  
<https://www.dhs.wisconsin.gov/immunization/centralstaff.htm>