IMPORTANT IMMUNIZATION DATES
SCHOOL YEAR 2011-2012

November 1 — **All East County/Gladstone CIS forms due** for parent notification letters
(continue to fax any new information through the 3rd)

November 3 — **East County/Gladstone RN/SHA data entry in the field due** by end of day

All PPS CIS forms due for parent notification letters
(continue to fax any new information through the 4th)

November 4 — **PPS RNs data entry in field due by end of the day**

November 14 — **East County RNs pick up** printouts listing insufficient, incomplete or no record information for parent notification
(new staff will receive training on parent notification process 8:30-10 am)

Parent contact letters sent from East County School District Administration buildings this week

November 18 — **PPS RNs pick up** printouts listing insufficient, incomplete or no record information for parent notification
(new staff will receive training on parent notification process 8:30-10 am)

November 21 — **Parent contact letters sent** from PPS Administration Building this week

December 16 — Updated Immunization printouts due for data entry

January 4 — **All CIS forms due** ***(continue to fax any new info through Jan 10)***

January 10 — **All RN data entry in field due by end of day**

January 11 — Run East County and PPS Exclusion reports and letters, **No data input** until you receive a voice mail that reports are finished

Clackamas County records due to the health department

January 30 — **RNs pick up Exclusion packets**
(new staff will receive training on the exclusion process 8:30-10:30 am)

February 1 — Immunization exclusion orders mailed to parents

February 15 — **IMMUNIZATION EXCLUSION DAY**

February 16 — Call DHSS Immunization Program (x1760) with the number of excluded students for each school

February 23 — Call DHSS Immunization Program (x1760) with the number and names of students still excluded

February 24 — Fax or bring Primary Review Summary form to the Immunization office ***(do not Pony)***

February 27 — PRS due to county