



Date: August 20, 2018

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To: Wisconsin School Administrators and Principals

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

Student Immunization Law

Thank you for your partnership assessing and ensuring compliance with the Wisconsin student immunization law. As a reminder, every school is required by Wis. Stat. § 252.04 and Wis. Admin. Code § DHS 144.07(4) to submit the School Report to the Local Health Department, [F-04002](#), to the local health department by the deadline (40th school day). Failure to do so will result in the mandatory exclusion of noncompliant children in kindergarten through fifth grade in the subsequent school year. Therefore, it is important that every school report the immunization status of their students to the local health department.

Further information and guidance about school immunization law compliance and the School Report to the Local Health Department is available at <https://www.dhs.wisconsin.gov/immunization/reqs.htm> and by viewing the [Wisconsin School Immunization Requirements booklet](#). If you need assistance with this process, please reach out to your local public health agency for guidance.

On August 23, 2018, at 1:00 p.m. CST, the Wisconsin Department of Health Services and the Wisconsin Department of Public Instruction will host a webinar to discuss these reporting processes in more detail. We strongly encourage you and affected school personnel to view this webinar, as it provides information about the reporting process. Please use this link: <https://connect.wisconsin.gov/dhsbcdschoolbooklet/>.

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](#).