



Immunization Education Course

FAQs for Parents/Guardians

*****These FAQs are only applicable for parents in participating pilot schools*****

*** If a child is fully vaccinated, the course is not needed. For help in locating immunization records please click [here](#).

➤ **What is changing with the Personal Belief Exemption (PBE) process?**

- Currently parents/guardians of children in grades K-12 may exempt their child(ren) from vaccination for personal belief reasons by signing a document provided by Arizona Department of Health Services (ADHS). Starting January 1, 2019 parents/guardians in participating pilot schools who wish to exempt their child for personal belief reasons must complete the ADHS online *Immunization Education Course* in order to obtain the personal beliefs exemption form.
- The *Immunization Education Course* process of obtaining the personal beliefs exemption form maintains a parent's right to obtain personal beliefs exemptions; but changes the process of how the form is obtained.

➤ **What is the purpose of the *Immunization Education Course*?**

- To provide information so that parents and guardians can make an informed decision about vaccinating their children.
- To provide parents and guardians with information about school immunization requirements, vaccine-preventable diseases, available vaccines, potential adverse outcomes from the diseases and the risks unvaccinated children pose to other children who cannot be vaccinated for medical reasons.
- To standardize the personal beliefs exemption process in schools statewide.

➤ **When will this new change go into effect?**

- The ADHS *Immunization Education Course* will be available online as of January 1, 2019.

➤ **Where do I go to find the online *Immunization Education Course*?**

- Go to <https://www.azdhs.gov/immunizationeducation>
- You can access the course on a personal computer at home, a computer at a local library (<http://www.publiclibraries.com/arizona.htm>), or a computer provided by the school.
- Check with your local County Health Department as they may have a computer available for use.

- **Does my information remain confidential?**
 - Yes. In order to respect the privacy of those taking the course, the online *Immunization Education Course* does not store any information.
- **I don't have a home computer. Where do I go to take the *Immunization Education Course*?**
 - Check with your child's school to see if they have a computer you can access.
 - You may go to a library near you - <http://www.publiclibraries.com/arizona.htm>.
 - Check with your local County Health Department Immunization Office. They may have a computer and printer for you to use.
- **What if I don't have a printer?**
 - You can save the form as a pdf and email it to your school to print if available. Note that the form must be signed by a parent or guardian to be considered valid, so you will need to go to the school to sign the form that you emailed to them.
- **How long does the *Immunization Education Course* take to complete?**
 - Depending on how many modules you view, the course can take between 25 and 90 minutes. Make sure you set aside adequate time since it all must be completed in one sitting.
- **Can I start the *Immunization Education Course* and come back to it at a later time?**
 - No. The course must be completed once started because the program does not have the capacity to store information. Please allow sufficient time to complete the course to include all the vaccine modules you want your child to be exempted from.
- **Can I briefly pause the *Immunization Education Course* and pick up where I left off?**
 - Yes, as long as you leave the browser open you can resume where you left off.
- **I accidentally closed the *Immunization Education Course* before I was done. What do I do now?**
 - The program does not save any information. You will have to start over from the beginning.
- **What if I forget to take a specific vaccine module but completed the rest? Do I have to retake all the modules again?**
 - If you forget to include a specific vaccine module(s) during the *Immunization Education Course* you do not have to retake all the modules again. You will need to repeat the introduction section again, and then view the vaccine module that you are missing and complete an exemption form for that particular vaccine module. Staple the two exemption forms together and take both forms to your child's school.

- **What if I need a personal beliefs exemption for more than one child?**
 - The ADHS *Immunization Education Course* is designed so that parents need only go through the education course once even if they have multiple children. You will select and review all the vaccines that apply to your child(ren) and print one exemption form which contains your name and date of completion. You can then make a copy of the form for each child. There is a space on the exemption form for you to write in the name of each child and his/her birthdate. If you print more than one certificate, you will write a different child's name on each. Your child will be exempted from all the vaccines listed on the form that bears their name.
- **What do I do once I print the completed personal beliefs exemption form from the *Immunization Education Course*?**
 - A space is available on the form to enter the name of the child who is being exempted. Sign and date the form. Save a copy for yourself and deliver a copy to your school/school health office.
- **Does a parent always have to sign the personal beliefs exemption form?**
 - Yes. It is required that parents authenticate the form by signature and date.
- **When would I need to submit a personal beliefs exemption form for my child?**
 - Examples of when a parent/guardian would need to complete the *Immunization Education Course* and submit a personal beliefs exemption form to the school include:
 - i. When your child first registers or enrolls for school at kindergarten
 - ii. When your child registers or enrolls as 'new' to an Arizona school (coming from a different state)
 - iii. When your child changes/transfers schools within Arizona
 - iv. When you wish to exempt your child from an additional required vaccine for their age or grade (for example, when they turn 11 years of age)
 - v. When your child enters/transfers into High School
- **My child already has an existing personal beliefs exemption form on file with their school. Do I need to complete the *Immunization Education Course* and submit the new form?**
 - If your child has an existing exemption form on the ADHS form version dated July 1, 2013, then that form is considered valid and will be accepted.
 - If the current exemption form is on an ADHS form dated earlier than July 1, 2013 or it is not on a valid ADHS form, you will need to complete the course and submit a new valid form.
- **My child has a personal beliefs exemption form on file, but I have taken him/her to get all their school vaccinations. What do I do?**
 - Take a copy of the current, up-to-date immunization record to the school. If your child meets all the [Arizona school immunization requirements](#), or meets

conditional admission, then the exemption form on file will be withdrawn/destroyed as it is no longer applicable.

- Be sure to keep a copy of the immunization record for your personal records.

- **Will I need to take the course and submit a new personal beliefs exemption for my child every year?**
 - No. You will not need to submit a new exemption every year. New exemption forms are required when your child changes or enrolls in a new school, the ADHS exemption form changes, or a new vaccination requirement is added.

- **If my child transfers schools do I need to re-take the course and submit another personal beliefs exemption form to the new school?**
 - Yes.

- **I homeschool my child, but he/she attends class on the school campus, such as band or PE. What is required of me?**
 - Homeschoolers who attend any classes on a school campus are usually required to register at that school and therefore are required to adhere to the Arizona school immunization requirements. You can turn in a complete, up-to-date immunization record to the school or take the ADHS *Immunization Education Course* to obtain an exemption form for your child.

- **Are copies, emails or faxes of the ADHS form acceptable?**
 - Yes. Copies, faxes, and emails of the completed ADHS form are acceptable provided you sign and date the form.

If these FAQs do not resolve your technical issues, we recommend you contact your computer or software company's help desk directly.

If you have questions about the new *Immunization Education Course* content or process, contact the Arizona Immunization Program Office at 602-364-3630. We are available to assist you with any questions that may arise from the implementation of this new process.