

## IMMUNIZATION DOCUMENTATION

### PURPOSE

To establish a procedure for student compliance with Department of Public Health guidelines, 105 CMR 220.000 and Massachusetts General Law: M.G.L.c. 76, §§ 15 and 15C and 15D; c. 111, §§ 5, 6 and 7.

(See [www.mass.gov/eohhs/docs/dph/regs/105cmr220.pdf](http://www.mass.gov/eohhs/docs/dph/regs/105cmr220.pdf).)

This law requires (foreign and domestic) full-time students to document immunizations, as specified in 105 CMR 220.400, CMR 220.600 within 30 days of the beginning of a semester. Immunization Requirements can be viewed at [www.mass.gov/eohhs/docs/dph/cdc/immunization/guidelines-ma-school-requirements.pdf](http://www.mass.gov/eohhs/docs/dph/cdc/immunization/guidelines-ma-school-requirements.pdf) for Postsecondary Students.

### POLICY

In order to be registered at Westfield State University as a full-time student, every student must present a certificate of immunization to Health Services (for Day Division students) or to the Division of Graduate and Continuing Education (for DGCE students). Students may be registered on condition that the required documentation is provided within 30 days of registration.

All full and part time students attending or visiting classes or educational programs as part of a formal academic visitation or exchange program at post secondary institutions must comply with immunization regulations.

Nursing students will have additional requirements for immunizations due to clinical placement.

As of this date, the immunizations required by Westfield State University are:

1. **Tetanus/Diphtheria/acellular Pertussis (Tdap)** (within the last 10 years)
2. **MMR** (two doses **Measles (Rubeola)**; one dose **Mumps** (two doses are recommended by the MA Department of Public Health); 1 dose **German Measles (Rubella)**, all given at or after 12 months of age). Laboratory proof of immunity is acceptable if immunization dates are unavailable.
3. **Hepatitis B Vaccine Series - Three dose series of Hepatitis B (20mcg)**

**vaccine** will be required for all full-time undergraduate and graduate students. Part time students in Health Science programs must comply with this regulation and Westfield State University requires part time students in Criminal Justice, Movement Science, Nursing and Teacher Training to comply with Hepatitis B regulations since they are at risk for exposure to this disease. Laboratory proof of immunity is acceptable if immunization dates are unavailable.

**Note:** There is also a **two dose Hepatitis B (10mcg) series** but this must be indicated on health forms submitted.

#### 4. **Meningococcal Vaccination**

Meningitis Vaccination within the last five years is required for all full time undergraduate and graduate students in a degree program, who will live in a residence hall/dormitory or comparable congregated living arrangement approved by the Institution. Students will receive the Department of Public Health's "*Meningoccal Disease & College Students*" (August, 2011) Information Fact Sheet in their Admissions packet. Students or their parent/legal guardian will also receive the Massachusetts Department of Public Health's (MDPH) "*Meningococcal Information and Waiver Form*" from the University. Students may decline Meningitis vaccination if they read and sign the "*Meningococcal Information and Waiver*" form. This form and other required Health Forms can be read and printed from the Department of Health Services website at [www.westfield.ma.edu/healthservices](http://www.westfield.ma.edu/healthservices).

Full time, non-residential undergraduates are required to submit their Meningitis Vaccination history and/or submit the signed "*Meningitis Information and Waiver*" form if their vaccination is over five years old or they have no history of Meningitis Vaccination. This information would help identify non immunized students in the event of meningococcal disease occurring on campus.

#### 5. **Varicella (Chicken Pox)**

The University requests full time students to verify a positive history of chicken pox disease or submit documentation of two Varicella vaccination dates or laboratory proof of immunity is acceptable.

#### 6. **Mantoux TB Test** (is required only under certain circumstances)

(Refer to the Massachusetts Department of Public Health Guidelines Risk Assessment as of 2012) The Tb Risk Assessment Form can be obtained from the Department of Health Services website at [www.westfield.ma.edu/healthservices](http://www.westfield.ma.edu/healthservices).

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Nursing students will be required to submit proof of negative two step tuberculosis testing for clinical placement and consecutive negative tuberculosis tests annually.

## Positive Mantoux Test

Students with a positive Mantoux test reading must submit a report of a negative chest X-ray before the university certifies that immunizations are complete.

## Communicable Tuberculosis

Students with a positive X-ray for communicable tuberculosis may not attend classes until such time as a physician or the Department of Public Health documents that they are free of the disease in a communicable form. Documentation may be through submission of the report of a large X-ray film of the chest, taken not more than ninety days prior thereto, and such other laboratory and clinical examination as may be required for the exclusion in a communicable form.

## HEALTH FORMS

Students accepted by the Admission office as full-time Day Division students receive a **Health Form, Tuberculosis Risk Assessment Form, "Meningococcal Disease & College Students Information" Fact Sheet and Meningitis Information and Waiver Form**, which must be submitted to the Department of Health Services. The Health Form includes a **physical exam and mandated immunizations. All Health Forms are due by June 1<sup>st</sup> for fall admission and before January 1<sup>st</sup> for spring admission.** Health Forms are mailed to full time day students by the Department of Admissions but forms can be accessed and printed from the Department of Health Services website at [www.westfield.ma.edu/healthservices](http://www.westfield.ma.edu/healthservices).

The Division of Graduate and Continuing Education (DGCE) students are informed of immunization requirements on the DGCE registration form, in the semester catalog and through the DGCE Admission process. Students intending to register for full-time academic schedules are required to submit their immunization form in advance of registration.

DGCE will restrict enrollment to less than full-time academic schedules for students without immunization documentation. DGCE students registering for a full-time academic schedule (Undergraduates, 12 credits; Post-baccalaureates and Graduates, 9 credits) and Day Division students, who are tardy with their Health Form, are allowed **30 days** from the beginning of a semester to comply with immunization requirements.

The requirements of 105 CMR 220.600 shall not apply where:

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- a. The student provides written documentation that he/she meets the standards for medical or religious exemption set forth in M.G.L. c. 76 § 15C.
  - i. The student may provide a statement from a physician who has examined such student and in whose opinion the physical condition of the student is such that his/her health would be endangered by any immunization/s; or,
  - ii. In absence of an emergency or epidemic of disease declared by the Department of Public Health, no student who states in writing that such immunization would conflict with his/her religious beliefs shall be required to present such medical certificates in order to be admitted to such institution.
- b. The student provides some other appropriate documentation, including a copy of a school immunization record, indicating receipt of the required immunizations; or
- c. In the case of Measles, Mumps, Rubella and Hepatitis B, Varicella the student presents laboratory evidence of immunity.

Students who do not comply with immunization mandates due to medical or religious exemptions will be requested to complete an Immunization Exemption Waiver.

**Note: WSU may exclude non-immunized students from classes if there is a campus occurrence of vaccine preventable disease.**

## NON-COMPLIANCE

Non-compliant students will be notified on the following schedule:

- a. A memo will be sent via student email after the add/drop registration period (first week of fall and spring classes) to full time undergraduate Day students, stating the final deadline for submission of Health Forms, noting that administrative withdrawal and/or blocking of class registration could result unless mandated health information is submitted.

DGCE students will be emailed one notification allowing 30 days to submit required documentation.

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- b. The Department of Health Services will also make efforts to reach non-compliant full time undergraduate day students by telephone.
- c. A final email notifying full time non-compliant undergraduate Day students will be sent after the 30 day period notifying them that class registration will be on hold for the following semester and administrative withdrawal from classes/university could result.

DGCE will place administrative withdrawals and “holds” on the accounts of their non-compliant students, and will withdraw the student to a less than full-time academic schedule. Students may be reinstated and “holds” removed upon receipt of complete immunization documentation and/or health forms. A reinstatement fee could be charged.

## REVIEW

This policy will be reviewed annually by the Vice President for Student Affairs, or as Massachusetts General Law changes.