



## Santa Barbara County Education Office

4400 Cathedral Oaks Road, P.O. Box 6307, Santa Barbara, California 93160-6307  
(805) 964-4711 • FAX: (805) 964-4713 • Direct Dial: 964-4710 plus extension

Service and Leadership • [www.sbceo.org](http://www.sbceo.org)

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June 21, 2016

Dear SBCEO Employee,

*This information has been sent to all employees, substitutes, volunteers, and independent contractors who may currently provide service in early education settings (e.g. infant, preschool) or who may have an interest in maintaining the option of transferring into or gaining employment in early education settings.*

Due to a change in existing law, all individuals who provide service in early education settings are now required to provide evidence of certain immunizations. This is a requirement by law to gain employment, maintain employment, or provide service with any agencies that operate daycare centers, family daycare homes, or early education programs. **If you have not met this requirement by September 1, 2016 (or December 1 annually for influenza), you will not be authorized to provide service in early education settings.** In addition, it is important to note that all private preschools throughout the county are requiring that all adults working in the schools be immunized and will not allow staff, including ours, to work in the schools after September 1, 2016 if they have not fulfilled the requirement.

You may use the enclosed *Immunization Verification Form* or any other document that verifies you have met the requirements. Please submit all required verification to the human resources department by email at [humanresources@sbceo.org](mailto:humanresources@sbceo.org) or by mail at 4400 Cathedral Oaks Road Santa Barbara, CA 93160-6307 or by fax at (805) 964-4713.

### **Immunizations Required**

*Influenza (Flu):* Individuals identified above will need to provide evidence that they have been vaccinated against influenza between August 1 and December 1 of each year. Alternate to evidence of the vaccine, the individual may provide 1) an authorized medical provider's statement that there is a medical reason not to vaccinate the employee against influenza, or 2) a signed statement from the individual stating that they have declined to be vaccinated against influenza.

*Pertussis (Whooping Cough):* Individuals identified above will need to provide evidence that they have been vaccinated against pertussis by September 1, 2016. Alternate to evidence of the vaccine, the individual may provide 1) an authorized medical provider's statement that there is a medical reason not to vaccinate the individual against pertussis, or 2) an authorized medical provider's statement that the individual is already immune to pertussis.

*Measles:* Individuals identified above will need to provide evidence that they have been vaccinated against measles by September 1, 2016. Alternate to evidence of the

vaccine, the individual may provide 1) an authorized medical provider's statement that there is a medical reason not to vaccinate the individual against measles, or 2) an authorized medical provider's statement that the individual is already immune to measles, or 3) proof that the individual was born before 1957 (according to the Advisory Council on Immunization Practices, "adults born before 1957 are generally considered immune to measles and mumps").

### **Cost To Individuals**

All the vaccines required by this law are covered at no cost by insurance plans under the Affordable Care Act. Insured individuals can contact their primary care physicians to receive the vaccine with no co-pay, regardless of any minimums or maximums in their plans. Uninsured individuals should contact Covered California to sign up for the plan that works for them.

### **How To Get Immunizations**

- Contact your primary care physician
- Contact the local health department <http://cosb.countyofsb.org/phd/>
- Find a private provider offering vaccines to the public  
<http://www.vaccines.gov/getting/where/>

Please contact the Human Resources department at 964-4711 if you have any questions or require additional information to meet this employment requirement.

Sincerely,



Mari Minjarez Baptista  
Assistant Superintendent, Human Resources



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### IMMUNIZATION VERIFICATION FORM

Due to a change in existing law (SB792), all individuals who work in early education settings are now required to provide evidence of certain immunizations. This is a requirement by law to maintain or gain employment with any agencies that operate daycare centers, family at-home daycares, or early education programs. You may use this document for authorized medical provider verification of immunizations or provide other documentation that meets the requirements.

**Name (please print clearly)** \_\_\_\_\_

Influenza (must be given annually between August 1 and December 1):

- Vaccine \_\_\_\_\_ Date \_\_\_\_\_
- There is medical reason not to vaccinate the individual against influenza.
- The individual has declined influenza vaccine per statement/signature as follows:

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Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Pertussis:

- Vaccine \_\_\_\_\_ Date \_\_\_\_\_
- There is evidence the individual is already immune against pertussis.
- There is medical reason not to vaccinate the individual against pertussis.

Measles:

- Vaccine \_\_\_\_\_ Date \_\_\_\_\_
- There is evidence the individual is already immune against measles.
- There is medical reason not to vaccinate the individual against measles.

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Authorized Medical Provider Signature

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Date

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Printed Name of Authorized Medical Provider

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License #



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### Employee Immunization Requirements

#### *Early Education Settings*

#### Frequently Asked Questions

1. Do I have to use the SBCEO Immunization Verification Form or can the authorized medical provider give me another form of evidence that the immunization has been provided?

*SBCEO accepts all forms of evidence as long as they are signed by the authorized medical provider.*

2. If I do not work with infants or preschool students, am I still required to get these immunizations?

*SBCEO recommends that you fulfill the requirement so that you are not limited with employment opportunities. For example, if you wanted to transfer into a program that serves infants or preschool students, you would need to have this requirement fulfilled to maintain that eligibility.*

3. I am an itinerant service provider (e.g. SLP, OT) and I only occasionally work with infants and preschool students. Do I still need to meet the requirement?

*Yes. All itinerant staff who may serve infants or preschool students now or in the future must meet the requirement.*

4. What are the consequences if I don't complete the requirement?

*You must meet the requirement to comply with the new law. Similar to tuberculosis clearance, if we do not receive the appropriate verification, you will not be authorized to work in and preschool or infant school settings which may have an impact on your employment and/or transfer rights.*

5. Is there a form that I can sign to decline the influenza immunization?

*For your convenience, we have modified the Immunization Verification form to include a space for you to indicate you have declined the vaccine with your statement and signature. Please contact Human Resources if you need a copy of the Immunization Verification form.*

6. Do I need to decline the influenza vaccine on an annual basis?

*We do not require a new note annually for exemption from the influenza immunization. If we receive a signed statement from you that you have declined the influenza immunization, we will assume that you have declined from this point forward for the duration of your employment unless we hear from you otherwise.*

7. Can I wait to get the flu shot during the SBCEO flu shot clinics?

*Yes. The flu shot clinics are held within the timeframe when the influenza immunization is due annually, between August 1 and December 1.*

8. Will a blood test to show evidence of immunity be a cost to me?

*Unfortunately, yes it may be. Vaccines including booster shots are free while a blood test to show prior immunity may be a cost to you. Your options if you are unable to locate your records of prior vaccines would include getting a booster shot or assuming the cost for a blood test to show immunity.*

9. I cannot get an appointment with my doctor before September 1. What do I do?

*An alternative would be to contact an Authorized Medical Provider such as Costco or Wal-Mart to schedule an appointment or ask if they have walk-in hours for vaccine booster shots.*