

School Module

This document includes answers to questions asked during the School Module & School Reporting webinar.

Question 1: Do you have a brochure that would simplify the onboarding information for administrators and IT staff?

We have a general [School Module Fact Sheet](#) that will be helpful for administrators and IT staff. As for the onboarding information, we have a one page [Onboarding Checklist](#) that outlines the onboarding process. We also have [Talking Points for School Nurses](#) that you can use to help guide your conversation with administrators and IT staff. All these resources and more can be found on our website at www.doh.wa.gov/schoolmodule.

Question 2: How are rosters updated in the school module? Does the school do a periodic update from Skyward or does someone have to do that manually?

The School Module Team works with each school district and private school individually to come up with a plan for how they want to manage their rosters. We always offer an initial roster upload when a school district or private school comes onboard as well as a roster upload before each new school year. During the year it is best if schools manage their rosters by adding and removing students from their rosters as they enroll and leave the school. This work can be done by any staff including the school nurse, a health room assistant, or a secretary.

Question 3: Our district SKYWARD super user wants to know if you can send immunization reports to CEDARS?

Immunization reports should not be sent to CEDARS. The SKYWARD .csv extract should be sent to OICPSchools@doh.wa.gov

Question 4: Can you talk about the increased number of students who show up as out of compliance when transitioning to the School Module?

Schools initially see a dip in their compliance numbers when they start using the School Module. The Washington State Department of Health deems the School Module a gold standard practice and understands that this dip is completely normal. Schools will not be penalized for this dip. In fact, we view it as a best practice for immunization compliance work. The School Module Team works diligently to let local health jurisdictions know that these dips in compliance are normal and should not be viewed negatively.

Question 5: Can non-licensed individuals enter immunizations in the School Module?

We are currently piloting a process to allow school nurses to delegate immunization data entry into the School Module to unlicensed school staff, such as school secretaries. If you would like more information about the delegation pilot, please email SchoolModule@doh.wa.gov.

Question 6: Are there staff on board to help with the transition to the School Module? Is it accurate that this support is grant-based and time-limited?

Yes, there are two staff members at Department of Health that can help with the transition to the School Module. These positions are currently funded through June 2019 but we are hoping to renew funding. You can contact them through email at schoolmodule@doh.wa.gov.

Question 7: Are the districts currently using the School Module happy and successful?

Yes! While making the transition to the School Module does require work up front, in the long run the workload is expected to decrease. We believe many of our current School Module users are happy and successful in using the system. If you would like to chat with a school currently using the system you can reach out to them directly or email us at schoolmodule@doh.wa.gov and we will connect you. Please view the [list of schools using the School Module](#).

Question 8: Physician offices are supposed to enter into the IIS. This seems like much more work for the school nurse to hunt these records from the physician's offices and enter them. Is their additional training occurring for primary care providers?

Many clinics either send data electronically or enter it directly into the IIS. However, Washington does not have a law in place that requires providers to enter or share vaccination data with the IIS. This means patients may have incomplete records if they saw a provider who did not enter their vaccines in the IIS. The Office of Immunization and Child Profile encourages clinic and School Module users to enter past (historical) vaccines when they are missing from records so the patient has a complete record in the IIS. We routinely offer training and support to clinics and other IIS users by offering reference guides, videos, webinars and assistance via email and phone.

Question 9: A nurse told me that their clinic's immunizations are automatically input in the IIS, but I am not finding that to be true. What can I do about this and who can I contact for assistance?

If a clinic has an interface with the IIS, they are able to send the vaccination data entered in their clinic's electronic health record to the IIS. All interfaces are different, so sometimes clinics can send historical vaccines and others may only be able to send administered vaccines to the IIS. The Department of Health has strict data quality standards for data sent to the IIS, so sometimes vaccine data is rejected before it's saved on a patient's record. These are a few reasons why vaccines may be missing from records even when a clinic is sending data to the system. You can contact the IIS Help Desk at 1-800-325-5599 or WAISHelpDesk@doh.wa.gov if you have questions about patient records. They can help research why a vaccine may be missing and provide contact information to help you reach out to the student's healthcare provider.