Before Submitting Immunization Records........

- DOCIIS record and compare with hardcopy. Only submit record if additional information is provided.
- Student name and date-of-birth for legibility and accuracy.
- Validity of record (physicians signature and/or office stamp along with current date).
- Varicella Disease History (month, year, and physicians signature/stamp).
- Titers. Serological report must accompany request for exemption due to titers.
- Medical exemptions (must indicate permanent or temporary) and vaccine to be exempted. Temporary must have expiration date.
- Accuracy and completeness of Religious Immunization Exemption Certificate. All fields must be complete and legible. All religious exemptions expire July 1. Annual renewal required.

Immunization Questions

- Clinical issues (202)576-9324 (ex. immunization shots, spacing concerns, exemptions, waivers, etc.).
- DOCIIS help desk (202)576-9301 (ex. duplicate records, record entry, etc.).