# Immunization Form Checklist

*Use this checklist to ensure you have completed all the steps needed to be immunization compliant.*

<table>
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<tr>
<th>Forms</th>
<th>Actions</th>
<th>Check List</th>
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| Documentation of Immunizations (required) | - Electronically enter immunization dates under the “immunization link” in the Health Services portal  
- Upload a copy of your vaccination record OR take a copy of the Documentation of Immunizations form to your healthcare professional and have them complete and sign the form.  
- Either the copy of your vaccination record OR a signed copy of the Documentation of Immunization form needs to be uploaded to the Health Services portal.  
- Upload any additional supporting vaccine documentation into the portal.  

*Submitted immunization documentation must be uploaded in English. QR codes can not be read. Dates of vaccination must be clearly documented.* | ✓ | |
| Physical Examination (recommended) | - Please take a copy of the Physical Examination Form to your healthcare provider and have them complete and sign the form.  
- Once complete, upload the provider-signed forms and any supporting documents to the Health Services portal. | | |
| Tuberculosis Screening & Testing (required) | - TB Questionnaire to be completed on your Health Services portal.  
- If you answer yes to any of the questions, you will need to have your provided complete the TB Testing Form (Risk Assessment), this needs to be completed and signed by a healthcare professional. | | |
| Health History (required) | - BC Health History to be completed on your Health Services portal.  
- If the student is under 18 on the first day of school, their parent/guardian must electronically sign this form. | | |
| Meningococcal Fact Sheet & Waiver (required, if applicable) | - If you are under 21 years old and have not or do not plan on receiving your meningitis vaccination then a waiver needs to be completed.  
- Meningitis Waiver to be completed on your Health Services portal, if applicable. | | |
| Health Insurance Demographic (required) | - Insurance Demographic to be completed on your Health Services portal.  
- In addition, upload the front and back of students’ health insurance cards to Health Services Portal. | | |