

---

# Back-to-School (BTS) Immunization Events

## What are BTS immunization events?

- Back-to-school (BTS) immunization events are special events held before the start of a new school year to ensure students receive vaccines required for school entry. They can also be excellent opportunities to bring children up to date on routine recommended vaccinations. These events can take place at an existing health care or community site, or at a school.
- Clinics, local health departments and/or schools can consider coordinating a BTS event when there are barriers to vaccine access or when there are a large number of students who are not up-to-date on vaccinations.

## Pre-requisites and Resources

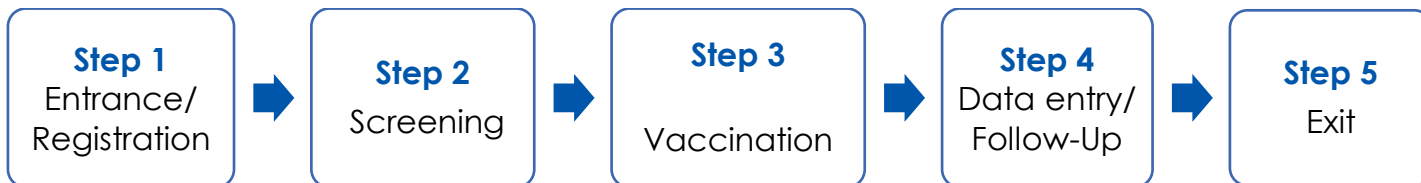
- Staff working at BTS events should be well versed in the [California Immunization Requirements for K–12th Grade \(including transitional kindergarten\)](#).
- Before any BTS event, it is important to have access to either [CAIR2](#) and/or the [School and Child Care Roster Lookup \(SCRL\)](#) tool. SCRL is accessible to school staff only. Ensure that whatever system is being used is accessible during the BTS event.
- Ensure that those working at the event take all relevant trainings on the [Shots for Schools website](#) at [Training for Schools](#) so that they understand what is required for school entry.
- Hard copies or electronic versions of [Vaccine Information Statements \(VISs\)](#) must be available and accessible at the BTS event.

---

## Best Practices

- Determine, to the best of your ability, who will attend a BTS event in advance. Schools can use the [School and Child Care Roster Lookup \(SCRL\)](#) tool to identify students to invite by looking up individual students or running reports on entire grades (e.g., run a report on students in 6<sup>th</sup> grade to determine which students need Tdap boosters for 7<sup>th</sup> grade entry).
- Use an electronic registration and consent software, such as [MyTurn](#), if possible, to register students in advance and know the number of doses of different vaccines (including VFC and/or privately purchased) to supply.
- PROMOTE! Promote event through school, school newsletters, social media, student enrollment, community centers, clinics, and other community resources as appropriate.
- Request that families bring whatever immunization records they have for their children. This can include immunization printouts from their medical provider, copies of yellow cards, or printouts from CA's [digital vaccine records](#).
- If you will offer previously frozen vaccine that can only be at a refrigerator temperature for a certain amount of time (e.g., Varivax™ or Proquad™), plan your event for earlier in the week so that you can use any leftover doses during the rest of the week.
- All staff working BTS events should know which vaccines are [required](#) and which are recommended. Parents/guardians bringing their children can receive this [handout](#), which is available in [multiple languages](#).
- Avoid over-immunization by having access to the local immunization registry (CAIR2 or RIDE) and screen for missing doses before vaccinating.
- To maximize flow, set up screening station separate from vaccine administration stations.
- It's recommended to bring and administer all vaccines that are recommended by ACIP at BTS events. Following ACIP guidelines covers all doses required for school entry.
- Be sure all students/families leave with a record of received doses and dates of any needed subsequent doses.
- If you have partnered with, for example, a local Medi-Cal managed care plan, take the opportunity to enroll other families into primary care if they are not already connected to a medical home.

## Suggested Flow for a BTS Event



Steps	Title	Description
<b>1</b>	Entrance / Registration	If a family has not already registered electronically, this is the opportunity to give them registration/screening/consent forms to complete. The entity responsible for the BTS event can create their own form. There is also a sample form available at <a href="#">MyTurn-RegistrationForm.pdf</a>
<b>2</b>	Screening	Review the immunization record that the family brings. Look up the child's immunization status in either CAIR2 or RIDE. Cross reference their immunization history with what you see in CAIR2/RIDE. Create a routing slip/recommendation for all immunizations due for the child at that point in time. Include all ACIP recommended vaccines wherever possible. Provide parent/guardian copies of relevant <a href="#">Vaccine Information Statements</a> (VISs) for all recommended vaccines.
<b>3</b>	Vaccination	Communicate with parent/guardian about all the injections their child will be receiving and answer any questions. Appropriately administer all vaccines that are recommended for the child.
<b>4</b>	Data Entry / Follow-Up	Give the family a card stating the vaccines they received. The card should have language on it explaining that it should also be taken to their regular pediatric provider. Enter all administered doses into a system that communicates with CAIR2 or enter directly into CAIR2/RIDE.
<b>5</b>	Exit	Give out stickers or other prizes to children for getting protected from disease and being ready for school. Use the exit as a final opportunity to enroll anyone who needs a medical home into primary care. Thank families for coming.

For tips/suggestions to improve this document, please email [SchoolVaxTeam@cdph.ca.gov](mailto:SchoolVaxTeam@cdph.ca.gov).  
Thank you for keeping students protected!