Medical Exemption Requirements for Child Care and School Admission

California Department of Public Health
Immunization Branch

January 26, 2021
Webinar Tech Tips!

• Today’s webinar is being audio-broadcasted – a one way communication via your computer speaker.

• During the webinar, please submit comments/questions via the Q&A panel.
Today's Webinar . . .

• Will be available for on-demand viewing at ShotsForSchool.org next week (early February 2021). The slides will also be available at that time.

• Is intended for MDs/DO who may potentially issue medical exemptions in California. A medical exemption webinar for school staff will be conducted in the coming months.
Webinar Topics

• Overview of new medical exemption requirements
• How to use the CAIR Medical Exemption website
• Medical exemption resources
Medical Exemptions: What’s New

Effective January 1, 2021, all new medical exemptions (MEs) must be issued through the CAIR-ME web site.

Existing MEs issued before 2021:

• Are valid for continuing and transfer students until the earliest of the following dates:
  • When the child enrolls in the next grade span (TK/K-6th grade or 7th-12th grade).
  • The expiration date specified in a temporary medical exemption.
  • Revocation of the exemption because the issuing physician has been subject to disciplinary action from the physician’s licensing entity.

• Are not filed in the CAIR-ME web site
Medical Exemptions: What’s New

• CDPH will review exemptions in CAIR-ME when:
  • Child care facility/school sites report immunization rates <95% or do not report immunization rates
  • Physicians submit 5 or more MEs in a calendar year
  • Review is deemed necessary to protect public health

• Allows CDPH to revoke exemptions issued in CAIR-ME and parents to appeal the revocation

• Prevents physicians from submitting new MEs if they are on probation or have a pending accusation for immunization-related practices or are deemed a public health risk.
Medical Exemptions: What’s New

Medical exemptions should be consistent with the relevant standard of care or meet applicable criteria from:

- Centers for Disease Control and Prevention (CDC)
- Advisory Committee on Immunization Practices (ACIP)
- American Academy of Pediatrics (AAP)
CAIR-ME Website Homepage: https://CAIR.cdph.ca.gov/exemptions
Overview of Process for Issuing a ME

1. Physician registers and creates a CAIR-ME account.
2. Parent registers and creates a CAIR-ME account.
3. Parent logs in to CAIR-ME and requests ME.
4. Physician logs in to CAIR-ME and searches by ME request number or child’s name.
5. CAIR-ME generates an ME request number for the parent to give the physician.
6. Physician selects ME request and completes ME fields.
7. Physician issues ME and prints copy for parent to give to school.
Registering for a CAIR-ME Account

CREATE A PHYSICIAN CAIR-ME ACCOUNT:

STEP 1: Go to the CAIR-ME web site: https://CAIR.cdph.ca.gov/exemptions and click on the “Register” button

TIPS:
• Recommended browsers: Google Chrome OR Microsoft Edge
• Enable pop-ups for CAIR-ME site

The entire registration process takes less than 2 minutes.
STEP 2: Click the "I Agree to the User Agreement“ button
**STEP 3:** Enter your email address and click "Send verification code." Do not close the window.

**STEP 4:** Check your email. Enter the 6-digit verification code from your email and click the "Verify Code" button.

**STEP 5:** Create a Password
- Must be a minimum of 8 characters
- Must contain at least 3 of the following:
  - Uppercase letter
  - Lowercase letter
  - Number
  - Symbol
STEP 6: Click the "Physician" button to begin the license validation process with the California Department of Consumer Affairs.
STEP 7: Authenticate your license

- Click on "Transfer to IDEAL" and fill out the required fields.
- Only enter numbers in the Medical License Field
- Click the "Authenticate License" button to complete the validation and return to CAIR-ME
STEP 8: Update your User Profile

• Your name, license number and address are managed by the CA Department of Consumer Affairs and medical licensing board

• You may add and maintain up to 4 additional practice site addresses
To protect patient confidentiality, always log out when you aren't using the site.

Click the dashboard button to return to this page.

Click here to update your profile.

Your dashboard shows information about your MEs, including their status. Other physician users cannot see your exemptions.
ISSUING A MEDICAL EXEMPTION:

**Step 1:** The parent must request ME through CAIR-ME first. You can then search by the child's name or the Medical Exemption Request number provided by the parent. Once you locate the child, click the "Start Exemption" button.

**NOTE:** If the search does not bring up the child's name and ME Request Number, the parent has not submitted a request through CAIR-ME. Stop here and have the parent submit an ME request through CAIR-ME.
STEP 2: Fill out the medical exemption fields.
There are 6 ME tabs for you to fill out and a tab for review.

**TAB 1: CHILD AND PARENT INFORMATION TAB**

- Review the information included under the "Child and Parent Information" tab and update as needed.
- Click the "Save and Continue" box at the bottom of each ME tab. This will save the information you entered and automatically advance you to the next tab.
**TAB 2: SCHOOL/CHILD CARE FACILITY INFORMATION TAB**

- One school or child care facility must be listed on the ME. You can add an additional site by clicking the "Add Another School or Child Care Facility" button and selecting the school/facility.
- From the drop-down menu, select the child's grade span.
- Enter the actual or estimated date of admission (The ME may not be issued more than 12 months prior to admission.)
- Click the "Save and Continue" button.
TAB 3: PHYSICIAN INFORMATION TAB

- You may select any of your saved addresses.
- Enter the date you started treating the patient.
- Indicate whether you are the child's PCP. If you are not, complete the fields for the PCP.
- Click the "Save and Continue" button.
Click the "Add Condition" button.
From the drop-down menu, select from the following medical conditions:
• Anaphylaxis
• Encephalopathy
• Severe Immunodeficiency
• Other (Specify)
Enter a brief description of the condition
Select the exempted vaccines and record the onset date for the condition.
Identify whether the condition is permanent or temporary. If it is temporary, identify the date when the ME expires (may not exceed 12 months)
Click the "Add" button.
Multiple conditions can be added by repeating the process.
When you are done entering conditions, click the "Save and Continue" button.
TAB 5: SUPPORTING DOCUMENTS TAB

You have the option to upload supporting medical records and documents.

- Use the “Browse” button to find files on your desktop.
- The files you select will be listed on the page.
- Click the “Upload Supporting Documents” button to upload them to CAIR-ME.
- Once you finish uploading files, click the “Save and Continue” button.
TAB 6: ATTESTATION AND AUTHORIZATION TAB

- Review these statements. By checking the boxes, you agree to all of the terms listed.
- Click the "Save and Continue" button.
TAB 7: REVIEW TAB

- The Review tab shows you all information you have entered. It will indicate if any tabs are incomplete.
- All required fields in each tab must be entered before a tab is complete and you can issue the ME.
- Click on the pencil symbol to return to a tab.
STEP 2: Issue the Medical Exemption

- Once all tabs are completed, click the "Issue Medical Exemption" button at the bottom of the Review tab.
Step 3: Print the Medical Exemption

- Click the “Print Issued Medical Exemption” button.
- The ME has two pages—provide both pages to the parent.
- Advise the parent to make copies of the ME for their records and to provide to school and child care facilities. If the parents lose the ME, they will need to obtain a copy from you, the issuing physician.
Need Help?

Assistance with Medical Exemptions:

Medicalexemptions@cdph.ca.gov

IT issues with the web site:

Medicalexemptions@cdph.ca.gov
CAIR-ME Help Desk: (844) 699-4225
Medical Exemption FAQs

How do I document a history of chickenpox for school admission?

For school admission, a child with a “history of chickenpox” will need an exemption issued through CAIR-ME. Written documentation on the yellow card, blue card, CAIR records, or a note is not sufficient.
Medical Exemption FAQs

I have a patient that needs a medical exemption, and the parents do not have an email address. How do the parents start the process of requesting a medical exemption?

Option 1: Parents can go online and obtain an email address. They can then create a CAIR-ME account and request the medical exemption.

Option 2: During the visit, you can log in to CAIR-ME, fill out the parents’ section and confirm they agree to the authorizations on the Child & Parent Information tab. If you use this option, the parents will not be able to add an email address later, cannot check the ME status in CAIR-ME, and can only receive ME status updates via (postal) mail.
Medical Exemption FAQs

How early may a physician issue a medical exemption in CAIR-ME before a child first enters a grade span starting in 2021?

A medical exemption may be issued in CAIR-ME no more than 12 months before a child first enters a grade span (grade spans are birth-preschool, TK/K-6th grade and 7th-12th grade).
Medical Exemption FAQs

Can I print a copy of the Medical Exemption form and complete it by hand?

No. The medical exemption form can only be completed, issued, and printed from CAIR-ME. Only the issuing physician can print a medical exemption.
Medical Exemption FAQs

Can I use my CAIR2 login to access CAIR-ME?

No. Access to CAIR-ME requires a separate login. Medical exemptions issued in CAIR-ME are not visible in CAIR2 at this time. Notes entered in CAIR2 on a patient record, such has history of chickenpox, are not a valid medical exemption.
Medical Exemption Resources

- Shots for School web site: [https://www.shotsforschool.org/](https://www.shotsforschool.org/)
- ACIP Contraindications and Precautions: [https://www.cdc.gov/vaccines/hcp/acip-recs/general-recs/contraindications.html](https://www.cdc.gov/vaccines/hcp/acip-recs/general-recs/contraindications.html)
- AAP Red Book: [https://redbook.solutions.aap.org/](https://redbook.solutions.aap.org/)
- CDC Pink Book: [https://www.cdc.gov/vaccines/pubs/pinkbook/index.html](https://www.cdc.gov/vaccines/pubs/pinkbook/index.html)
- Immunization Action Coalition: [https://www.immunize.org/askexperts/](https://www.immunize.org/askexperts/)
Thank You for Protecting Californians!