

## **How to use this form**

-The purpose of this customizable form is to ensure FERPA compliance by asking permission from parents for your school to add historical immunization records into the New Mexico State Immunization Information System (NMSIIS).

-This form is a template for your use, but it is not regulated by the New Mexico Department of Health.

-The form should be completed by parents or guardians so your school can obtain the appropriate release for students' immunization records. We recommend that you distribute it as part of students' enrollment packets at the beginning of the school year.

-Please follow your school or school district's rules about document retention for minors. This form would be covered under those regulations.

-This form is formatted to as a fillable PDF. A space is left at the top for you to add your own school logo. If you have difficulties adding your logo to the PDF document, you may, contact [Cynthia.Rawn@state.nm.us](mailto:Cynthia.Rawn@state.nm.us) for a Microsoft Word version of the document.

Consent to Enter Student Immunization Records into NMSIIS

*I authorize \_\_\_\_\_ to release my child's immunization record to the New Mexico Statewide Immunization Information System (NMSIIS). I understand this information can only be used to improve the quality and timeliness of immunization services and to help schools enforce the school immunization law (New Mexico Statute Chapter 24. Health and Safety § 24-5-2).*

*This includes any immunization information the school currently has plus any it may obtain during my child's enrollment in this school.*

Child's Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Parent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_