

RECORDS AND FORMS MANAGEMENT 5.0

Clinical Records -- 5.1

Release of Immunization Information -- 5.1.d

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Signature:



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APPLICABILITY

This policy applies to Local Health Department, Regional and Central Office personnel.

PURPOSE

To help ensure that all children are appropriately immunized.

DEFINITIONS

A medical record is defined as all records kept electronically or on paper, printed forms, cards, tape, flash drives, disk, or any other information storage/transmitting media devices of medical histories, reports and summaries, diagnoses, prognoses, records of treatment and medication ordered and given, X-ray and radiology interpretations, physical therapy charts, notes, lab reports, and dental records.

POLICY

Proof of immunization may be provided from the patient's medical record or the Immunization Registry without the authorization of the patient, parent, guardian, or legal representative to the admissions officer of any school, day care or pre-school in the State of Tennessee for the purpose of enrollment; to physicians who are evaluating a pre-school or school-aged patient's immunization status; to the Department of Human

Services to enable compliance with the Families First Act of 1996; and to the Department of Children's Services for those patients who are in state custody or at-risk of coming into state custody.

Proof of immunization requests for Out of State students may be provided for school entry with verbal or written authorization of the adult patient or the unemancipated minor patient's parent, guardian, or legal representative.

REFERENCE DOCUMENTS

1. T.C.A. 37-10-401
2. T.C.A. 49-6-5001
3. T.C.A. 49-6-5002(a)
4. Tenn. Comp. R. Regs. 1200-14-1-.29
5. 45 C.F.R. § 164.512

OFFICE OF PRIMARY RESPONSIBILITY

Office of the Medical Director, Division of Community Health Services, (615)253-3407