



**DEPARTMENT OF HEALTH LETTER**

Dear Parent,

Madison County Department of Health conducts an audit of student educational records to ensure that children enrolled in school in Madison County are protected from vaccine-preventable diseases or have a valid exemption from vaccination. Documentation of vaccinations and medical examinations is annotated on the Alabama Certificate of Immunization (blue/white form). Valid exemptions from immunizations may also be annotated on the Alabama Certificate of Religious Exemption. During the course of the audit, local health department employees will check for appropriate vaccinations and a valid expiration date on the blue/white form or for an appropriate exemption form. No identifying information about the child is kept by the Health Department employees. If a child needs further vaccination or an updated certificate, the school will be notified at the completion of the audit.

The Family Educational Rights and Privacy Act mandates parental consent be obtained for persons not employed by your school to review the records of its students. If you do **NOT** wish for your child’s record to be evaluated by Health Department personnel, please indicate by providing your signature in the appropriate space below. No response from you will indicate that you will allow Health Department employees to audit the record of your child. Please sign the letter and return it to the school with re-enrollment paperwork.

Thank you for your assistance.

Sincerely,  
Vince Aquila, Principal  
Holy Spirit Regional Catholic School  
\*\*\*\*\*

I **DO NOT** give permission to the Madison County Department of Health to review my child’s \_\_\_\_\_, vaccination record.  
(Student’s name)

\_\_\_\_\_  
(Parent/Guardian Name)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

“ ...I will demonstrate my faith to you from my works. ” James 2:18b

Rev 12/18