

“How to Comply” FAQs (2017)

- **Requirements**

Q: What are my vaccine requirements if I am an incoming student (and not a medical/dental/nursing/social welfare student)?

A: The following are required for all incoming students:

- ***Tuberculosis Risk Screening***

- Answer TB risk questionnaire on the Ashe portal found in the “Forms” section.
- If all your answers are “no” on the questionnaire, then you are done and do not need TB testing. If you have any “yes” answers, you are required to do TB testing (PPD/Mantoux or IGRA or Chest X-ray).
 - TB testing must be completed within the last 6 months.
 - If your PPD is reactive (positive) or if you have a history of reactive PPD, an IGRA blood test is required to confirm latent Tuberculosis. If the IGRA test is positive, a chest X-ray is required within the last 6 months.

- ***Tetanus/Diphtheria/Pertussis (Tdap)***

- Tetanus/Diphtheria/Pertussis (Tdap) – one dose after the age of 7.

- ***Measles, Mumps, Rubella***

- You must submit proof of 2 doses of Measles, Mumps, Rubella (MMR) vaccine with the first dose being given on or after your first birthday.

- ***Meningococcal Conjugate (Serogroups A, C, Y, & W-135)***

- Only for students age 21 years or younger.
- You must submit proof of 1 dose received age 16 or after.

- Meningococcal B vaccine (Bexsero, Trumemba) does not satisfy this requirement.

- ***Varicella***

- **Positive** Varicella titer or documentation of 2 doses of Varicella vaccine.
- History of chicken pox disease is **NOT** an acceptable substitute for titer or vaccination.
- If you are **NOT** immune to Varicella you must receive two vaccines at least 4-6 weeks apart.

Q: What are my vaccine requirements if I am an incoming healthcare professional school student (medical/dental/nursing/social welfare)?

A: The following are required for all incoming professional healthcare students (medical/dental/nursing/social welfare):

- ***Tuberculosis Testing (2-step PPD/Mantoux or IGRA or Chest X-ray)***

- Completion within the last 6 months.
- If you elect to do PPD/Mantoux testing, you must do 2 separate PPD tests, placed a minimum of 1 week apart.
- If your PPD is reactive (positive) or if you have a history of reactive PPD, an IGRA blood test is required to confirm latent Tuberculosis. If the IGRA test is positive, a chest X-ray is required within the last 6 months.

- ***Tetanus/Diphtheria/Pertussis (Tdap)***

- Exact date of vaccine must be indicated.
- Tetanus/Diphtheria (Td) or Tdap within the last 10 years.
- Tetanus/Diphtheria/Pertussis (Tdap) – one booster after the age of 7.

- ***Measles, Mumps, Rubella***

- You must submit proof of 2 doses of Measles, Mumps, Rubella (MMR) vaccine OR
- You can submit proof of **positive** laboratory blood test (titers) for antibody to Measles, Mumps, Rubella (MMR).

- **Hepatitis B**

- **Positive** Hepatitis B Surface Antibody titer.
- If you have documentation of 3 Hepatitis B vaccines and your Hepatitis B surface antibody and surface antigen titer is negative, you must complete one booster dose of the vaccine and retest your Hepatitis B surface antibody 4 weeks later.
- If your titer is still negative, then you must complete 2 more doses of the Hepatitis B vaccine to finish a second series.
- You must retest your Hepatitis B surface antibody 4 weeks after the final vaccine.

- **Varicella**

- History of positive Varicella titer or documentation of 2 doses of Varicella.
- History of chicken pox disease is **NOT** an acceptable substitute for titer or vaccination.
- If you are **NOT** immune to Varicella you must receive two vaccines at least 4-6 weeks apart.
- The two vaccines must be completed **PRIOR** to orientation.

- **Deadline**

Q: What is the deadline for completing my health clearance?

A: All incoming students should submit their documentation by the first day of Fall classes. UCLA will give a grace period of one quarter to students who are process of completing a vaccine series. For international students who have limited access to certain vaccines, UCLA will also give a grace period of one quarter to complete the requirements.

Most of the healthcare professional programs (medical/dental/nursing/social welfare) require that you initiate the health clearance process prior to your program orientation.

Q: Will I be penalized if I don't complete the requirements prior to the deadline?

A: We may put a hold on your registration for the winter quarter. Healthcare Professional Students (Medical/Nursing/Dental/Social Welfare) should check with their department on exact deadline requirements.

Q: Can I get an extension on the deadline so I can fulfill the requirements at the Ashe Center once I have the UCLA SHIP insurance?

A: No. The expectation is that the requirements are completed prior to first day of school. If you are in the process of completing a vaccine series and the second vaccine is scheduled after the start of school, you may get the second vaccine at the Ashe Center after the appropriate interval.

- ***Ashe Patient Portal and Document Submission***

Q: I attempted to submit my health clearance information electronically but received an error message saying I can't be located in the system. What should I do?

A: If you attempted to log in but received an error message saying that you are not located in the system, you will need to check [MyUCLA](#) to make sure you have already completed your **Statement of Intent to Register (SIR)** & **Statement of Legal Residence (SLR)**. Please allow a minimum of 2 business days from the day you complete your SIR & SLR before attempting to log into the portal.

Q: How do I upload my immunization records?

A: You must log into the [Ashe Patient Portal](#) and if this is your first time submitting the immunization form and supporting documents, click on "Forms" and complete the form titled "Immunization Compliance / Health Clearance". Here, you can upload/scan your supporting documents (documents have to be loaded one image/page at a time). If you have already completed and submitted the form and want to upload additional documents, click "Immunization Upload" tab to upload additional documents.

Q: I already submitted my electronic health clearance information but I now realize that some of the information I submitted was incorrect or incomplete. How can I access the page to re-submit my information?

A: The electronic immunization/health clearance form cannot be resubmitted once it has been completed. If you have additional documents to upload, click on the "Immunization Upload" tab to upload additional documents. If you have entered information incorrectly or incompletely,

upload the correct documents via the “Immunization Upload” tab and our staff will manually make corrections to your online submission. This process may take 6-8 weeks to complete. You will not be penalized if you have provided the correct supporting documentation.

Q: Will I get a confirmation email once I fulfil the requirement?

A: No. However, you can check the Immunization tab in the [Ashe Patient Portal](#) to see if you have successfully entered your information.

Q: When will I know if my status has been “verified”/“cleared”?

A: To check if your status has been “compliant” or “non-compliant” go to the [Ashe Patient Portal](#). Once you have logged in, click on “Immunizations” to view where you are compliant and what you’re missing. If you have uploaded additional documents via the “Immunization Upload” tab, our staff will manually update your status. This process may take 6-8 weeks to complete. You will not be penalized if you have provided the correct supporting documentation.

Q: Can I just send you my immunization records and be cleared?

A: No. To ensure that proper documentation is provided, please use our secure patient portal and complete the forms labeled “Immunization Compliance / Health Clearance” & “TB Screening”. Please upload/scan your supporting documents for verification.

Q: Where should I mail the copies of my forms and lab reports?

A: Do not mail copies of your forms and lab reports to the Ashe Center. Please submit all documents via the [Ashe Patient Portal](#).

Q: My records are in another language - do they need to be translated to English?

A: It is highly preferred that you submit your records in English. If we cannot interpret your records, further steps may be required.

- ***Compliance***

Q: Can I request a personal or religious belief exemption?

A. No. Only [Medical Exemptions](#) are allowed. Please see our [Immunization Policy FAQ](#) for a more detailed explanation. **(Include link to medical exemption form here).**

Q: I am under 19; is Hepatitis B required for me?

A: No. Hepatitis B is no longer required for students under 19. Please check the Immunization Requirement page for all required and recommended vaccines.

Q: Do I need to comply with the immunization requirements if I am a former UCLA undergraduate and now entering graduate school?

A: Yes. **ALL** incoming students will need to comply even if you are taking online courses only.

Q: I don't currently have health insurance. Can I come to the Ashe Center to receive the necessary health clearance requirements e.g. immunizations or titers prior to the start of my program?

A: Yes. Incoming students may come to the Ashe Center for immunization/health clearance compliance visits only. These visits are on a fee-for-service basis prior to the start of their program. The [Fees and Eligibility](#) tab provides a sample of the Ashe Center's most frequently ordered services and their respective fees.

1. Log into the [Ashe Patient Portal](#)
2. Select "Messages" → "New Message"
3. Select the option: "I want to order my own tests to satisfy the Immunization/Health Clearance Requirement for UCLA".
4. You can request blood tests to check your immunity to MMR, Varicella and screening for TB. Healthcare Professional students can also request a titer to check Hepatitis B immunity.
5. You will get an auto-response once your message has been received giving you instructions on how to come to the clinic to get your blood drawn.
6. To make an appointment for vaccines, please contact the Ashe Center at **(310) 825-4073**

Q: I have private health insurance. Can I get seen by my own clinician to complete the requirements?

A: Yes. Be sure to print out the form and take it your clinician so they will know what is needed for your clearance.

- **Tests and Vaccinations**

Q: What is considered a prolonged period in a foreign country before I have to be tested for TB?

A: There is no evidence-based data to identify how much time spent in a given high-risk country constitutes significant exposure. Your travel exposure should be discussed with a health care provider and evaluated.

Q: Does Td or DTaP or DTP fulfill the requirement for Tdap?

A: No. You still need the Tdap vaccine.

Q: My doctor says I had chicken pox as a child and do not therefore need a varicella titer (blood test) or vaccination. Is this correct?

A: No. We require a blood test to show antibodies to varicella, even if you have had chicken pox in your lifetime.

Q: I think I was vaccinated for MMR and Varicella but I cannot find my Immunization card. What should I do?

A: You can get titers done for MMR and Varicella if you think you have already been vaccinated. Titers are blood tests that can screen for immunity to MMR or Varicella.

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2. Select "Messages" → "New Message"
3. Select the option: "I want to order my own tests to satisfy the Immunization/Health Clearance Requirement for UCLA".
4. You can request blood tests to check your immunity to MMR, Varicella and screening for TB. Healthcare Professional students can also request a titer to check Hepatitis B immunity.
5. You will get an auto-response once your message has been received giving you instructions on how to come to the clinic to get your blood drawn.

6. To make an appointment for vaccines, please contact the Ashe Center at **(310) 825-4073**

Q: There is a vaccine shortage in my country and I cannot get the necessary vaccines before coming to UCLA. Can I get them when I arrive at UCLA?

A: Yes. For international students who have limited access to vaccines, UCLA will give a grace period of one quarter to complete the requirements.

Q: I had a blood test to check for immunity to Varicella but the result showed I was not immune (negative). What do I do next?

A: If you do not have documentation of having had 2 Varicella vaccines, you will need to complete the vaccine series. Reporting that you had varicella illness is not enough to meet the requirement.

Q: I had a blood test to check for immunity to measles, mumps, rubella (MMR) but the result showed I was not immune (negative) to one of more of the components of the MMR vaccine. What do I do next?

A: If you do not have documentation of having had 2 MMR vaccines, you will need to complete the vaccine series.

- *Appointments*

Q: Can I get some or all of my health clearance done at the Ashe Center prior to the start of my program?

A: Yes. Incoming students may come to the Ashe Center for immunization/health clearance compliance visits only. These visits are on a fee-for-service basis prior to the start of their program. The [Fees and Eligibility](#) tab provides a sample of the Ashe Center's most frequently ordered services and their respective fees.

1. Log into the [Ashe Patient Portal](#)
2. Select "Messages" → "New Message"
3. Select the option: "I want to order my own tests to satisfy the Immunization/Health Clearance Requirement for UCLA".

4. You can request blood tests to check your immunity to Hepatitis B, MMR, Varicella and screening for TB.
5. You will get an auto-response once your message has been received giving you instructions on how to come to the clinic to get your blood drawn.
6. To make an appointment for vaccines, please contact the Ashe Center at **(310) 825-4073 or schedule via the patient portal.**

- ***Still have questions?***

Healthcare Professional Students: If you still have questions, please feel free to contact your program coordinator. You may also send inquiries via email to ASHEIMMUNE@ashe.ucla.edu. Please use the subject line: "Healthcare Professional School Clearance"

All other students: Please send inquiries via email to ASHEIMMUNE@ashe.ucla.edu.