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**VACCINE FOR STUDENTS PROGRAM OVERVIEW**

* The school nurse will receive the student consent form from American HealthCare Group.
* The school nurse will enter in the date of the clinic and the date the forms need to be returned by.
* The school nurse will send the form out to all parents.
* The parents will send the completed form back to the school nurse.
* The school nurse will then send all completed forms back to American HealthCare Group to verify insurance coverage.
* American HealthCare Group will notify any parents whose insurance we cannot accept and instruct them to contact their local Health Department for their child’s immunization.
* American HealthCare Group will get vaccine totals based off the consent forms received.
* American HealthCare Group will supply our nurse/admin with the vaccine, final page of the consent form and the Dear Doctor letter.
* The nurse/s will complete the final page upon administration and give every child the Dear Doctor letter to give their parents for their medical record.