

Request for Duplicate Student Vaccination Record Form

Completion of this written request is necessary to meet the requirements of NSW Health Records and Information Privacy Act and NSW Health Adolescent Vaccination Program Protocols.

A charge of \$33.00 (incl. GST) applies for the retrieval of school vaccination records to produce duplicate records. Once payment is received your request will be processed within 14 days. All students were given a 'Record of Vaccination' card when vaccinated. Check if you have this record card before sending your request. Payment is preferred by cheque/money order or credit card

Complete the information below including name and address details.

For cheque/money order or credit card: mail or fax this form to the address details below

For cash payments -attend a HNEPH cashier facility, quote reference code: 420837 - 550390 - 1300 and forward the receipt along with this completed form to the address below.

Student's surname	
Student's given name	
Student's date of birth	
ALL school/s attended AND calendar year student was in Yr 7 (this must be completed or records cannot be found)	
Address for record to be sent (ie. post address, fax no. email address)	
Phone contact number	

Vaccination records requested (please tick records required)		Requested by: Parent/Guardian/GP (Please circle)	
Vaccine	Record required	Name: _____ Signature: _____ Date: _____	
Diphtheria/tetanus/pertussis (dTpa)			
Hepatitis B			
Varicella (chickenpox)			
Human Papillomavirus Virus (HPV)			
Meningococcal C			

Please complete the following details:

Tax Invoice

This document will be a tax invoice for GST purposes when you make payment.

CHEQUE or MONEY ORDER **made payable to Hunter New England Local Health District**

PAY BY CREDIT CARD (please tick)

VISA MASTERCARD BANKCARD

Card Number: _____

ExpiryDate: __/____

Name on card: _____

Signature: _____

Please note: HNE Population Health only has access to the following school vaccination records for Hunter New England region schools

YEAR	VACCINES OFFERED	OFFERED TO
2003/04	Meningococcal C	All primary and high school students
2004	Diphtheria/tetanus/pertussis (whooping cough) (dTpa)	All Year 7 to year 12 students
2004	Hepatitis B program	Year 7 only
2005	Diphtheria/tetanus/pertussis (whooping cough) (dTpa)	Year 7 only
2006	Hepatitis B & Varicella (chickenpox)	Year 7 only
2007	Human Papillomavirus Virus (HPV)	Years 10, 11 & 12 female students only
2007	Hepatitis B & Varicella (chickenpox)	Year 7 only
2008	Human Papillomavirus Virus (HPV)	Years 7, 8, 9, & 10 female students only
2008	Hepatitis B & Varicella (chickenpox)	Year 7 only
2009	Human Papillomavirus Virus (HPV)	Year 7 only female students only
2009	Hepatitis B & Varicella (chickenpox)	Year 7 only
2009	Diphtheria/tetanus/pertussis (whooping cough) (dTpa)	Year 10 only
2010	Human Papillomavirus Virus (HPV)	Year 7 only female students only
2010	Hepatitis B & Varicella (chickenpox)	Year 7 only
2010	Diphtheria/tetanus/pertussis (whooping cough) (dTpa)	Year 7 & 10 students
2011	Human Papillomavirus Virus (HPV)	Year 7 only female students only
2011	Hepatitis B & Varicella (chickenpox)	Year 7 only
2011	Diphtheria/tetanus/pertussis (whooping cough) (dTpa)	Year 7 & 10 students