



STATE OF FLORIDA
DEPARTMENT OF JUVENILE JUSTICE

INTEROFFICE MEMORANDUM

DATE: October 12, 2009

TO: DJJ Residential Commitment Programs
DJJ Detention Centers
DJJ CINS/FINS Shelters

FROM: Rod Love, *RH* Deputy Secretary

SUBJECT: Obtaining Parent/Legal Guardian Consent for the H1N1 Vaccine

The purpose of this memo is to update you on the Department of Health (DOH) and the Department of Juvenile Justice's communications regarding administration of the H1N1 vaccine and obtaining parent/legal guardian consent for the H1N1 vaccine.

The matters covered in this memo include:

- H1N1 Vaccine to be administered to DJJ youths
- Vaccine Information Sheets (VIS)
- Consent for H1N1 Vaccine
- Documents to be mailed to the Parent/Legal Guardian

H1N1 Vaccine To Be Administered To DJJ Youths

The Department of Health has given approval for youths in DJJ facilities and programs to **only receive the Inactivated Influenza Vaccine (injection)**. The Department of Health in Tallahassee will notify each County Health Department that the Inactivated Influenza Vaccine is to be administered to youths in DJJ facilities and programs. If a healthy youth has an aversion to needles and refuses the Inactivated H1N1 vaccine injection, administration of the Live, Attenuated Vaccine (LAIV) nasal spray vaccine can be considered on a case-by-case basis by medical staff. The youth must **not** have a weakened immune system, a chronic health condition or be pregnant. The decision to utilize the LAIV nasal spray for a specific youth must be made by a physician.

Vaccine Information Sheet (VIS)

As indicated above, the Department of Health has approved administration of the Inactivated Influenza Vaccine (injection) for youths in DJJ facilities and programs. Therefore, **the CDC Vaccine Information Sheet for the 2009 H1N1 Inactivated Influenza Vaccine must be utilized**. Youths who have an aversion to needles and refuse the H1N1 Inactivated H1N1 Vaccine injection will be reviewed on a case-by-case basis by medical staff. If the youth is to receive the Live, Attenuated Vaccine, the CDC Vaccine Information Sheet for the 2009 H1N1 Live, Attenuated (nasal spray vaccine) must be utilized.

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Charlie Crist, Governor

Frank Peterman, Jr., Secretary

The mission of the Department of Juvenile Justice is to increase public safety by reducing juvenile delinquency through effective prevention, intervention, and treatment services that strengthen families and turn around the lives of troubled youth.

Consent For H1N1 Vaccine

The written consent of the parent/legal guardian is required prior to administration of the H1N1 vaccine. The Department of Health has given approval for the **DOH form (DH 2142, 8/09) entitled "Novel H1N1 Vaccine Consent Form" (for parental/guardian consent when consenting adult is not present with the child)** to be utilized in DJJ facilities and programs. The Department of Health in Tallahassee will notify the local County Health Departments that this form will be utilized for parents/legal guardians of minor youths in DJJ facilities and programs. The parent must be provided both the CDC Vaccine Information Sheet (VIS) for the H1N1 "Inactivated Influenza Vaccine" and the DOH "Novel H1N1 Vaccine Consent Form" (DH2141, 8/09) for consent to be accomplished. **No minor youth will be vaccinated without the written consent of a parent or legal guardian.**

DJJ youths who are 18 years of age and older are to be provided the Vaccine Information Sheet for the 2009 H1N1 Inactivated Influenza Vaccine and the consent form utilized by the local County Health Department for adults. The H1N1 consent form for adults should be obtained from the local County Health Department.

Documents To Be Mailed To The Parent/Legal Guardian

Each of the documents listed below are attached to the e-mail forwarded with this memo:

- 1. DJJ cover letter to Parents/Legal Guardians dated October 12, 2009 regarding the H1N1 vaccine and consent for administration of the vaccine (signed by the Deputy Secretary)**
- 2. The CDC Vaccine Information Sheet for the 2009 H1N1 Inactivated Influenza Vaccine**
- 3. The Department of Health (DOH) form DH 2142, 8/09, entitled "Novel H1N1 Vaccine Consent Form" (for parental/guardian consent when consenting adult is not present with the child)**
- 4. The DJJ Sample H1N1 Influenza Facility Contact Information Form**

Each DJJ residential commitment program, detention center and CINS/FINS shelter is to mail to the parent/legal guardian all of the documents listed above. **It is essential that all of the documents be mailed to the parent/legal guardian at the same time to fulfill the information requirements of the National Childhood Vaccine Injury Act (NCVIA) and obtain parent/legal guardian consent for the H1N1 vaccine.**

Instructions Regarding the DOH Consent Form and DJJ Facility Contact Information Form:

DJJ has been given permission to use DOH consent form (DH 2142, 8/09) entitled "Novel H1N1 Vaccine Consent Form" (for parental/guardian consent when consenting adult is not present with the child). Since this form was originally developed for use in schools, some adjustment must be made for use in DJJ facilities.

The DOH Consent Form (DH 2142, 8/09) is to be completed as follows:

- In the (Organization Name) blank, fill-in the entity that will be administering the H1N1 vaccine for youths in your facility (e.g., in most instances this will be either "Department of Juvenile Justice" or "County Health Department"). This item should be filled-in prior to the form being mailed to the parent/legal guardian.
- The youth information section is also to be filled-in at the facility prior to the form being mailed to the parent/legal guardian.

- The "Student ID" item should be filled-in as follows: Type "DJJ ID" and record the youth's DJJ identification number
- The "School Name" item should be filled as follows: Type "DJJ Facility Name" and record the name of the DJJ facility.
- The "For Office Use Only" section will be completed by the healthcare professional that administers the H1N1 vaccine.

NOTE: A sample filled-in DOH consent form (DH 2142, 8/09) entitled "Novel H1N1 Vaccine Consent Form" is attached for your convenience.

The parent/legal guardian must sign and return the DOH Consent Form in order for the youth to receive the H1N1 vaccine.

- **The DJJ Sample H1N1 Influenza Facility Contact Information Form** is to be completed at the facility prior to being mailed to the parent/legal guardian. The name of the facility's contact person who can address the parent's questions regarding the H1N1 vaccine is to be recorded on the form. It is essential that the parent/legal guardian have an opportunity to discuss any questions/concerns regarding the H1N1 vaccine. Please note that the publication date of the VIS form for H1N1 Inactivated Influenza Vaccine (located in the lower right hand corner of the form) is 10/2/09.

Please contact your branch's H1N1 liaison or Rosemary Erwin RN in the Office of Health Services at 850-488-3588 if you have any questions regarding this matter.

Thank you for your assistance.

Cc: Darryl Olson, Assistant Secretary, Residential Services
Julia Strange, Assistant Secretary, Detention Services
Greg Johnson, Assistant Secretary, Prevention and Victim Services
Rex Uberman, Assistant Secretary, Probation and Community Intervention
Kelly Layman, Chief of Staff
Gayla Sumner, Ph.D., Director of Mental Health and Substance Abuse Services

RL/gss