



Illinois State Board of Education

Student Health Data – Immunization & Eye Exam

SY 2021-2022

Equity • Quality • Collaboration • Community

Introductions

2

- Evan Stout – *Data Strategies and Analytics (DSA)*
- Mark Hobneck – *Manager of DSA*
- Rebecca Doran – *Department of Wellness*
- Theresa Zumba – *Department of Wellness*



Agenda

3

- Introductions
- Key Dates
- 2022 Major Changes
- Student Health Collection Business Rules
- IWAS Access & Workflow
- System Walkthrough- Immunization & Eye Exam
- Common Questions
- Resources
- Contacts
- Q&A



Webinar Tips

4

Tips for Listening

- Computer speakers
- Headset connected to a computer
- Telephone

Question and Answer

- Please raise your hand to ask a question.
- All text messages are logged.
- Text questions will be posted in a Q&A document after the Webinar.
- If you are using a telephone, the audio pin number must be typed in correctly before you can talk.

Troubleshooting

- If you are disconnected from the Webinar at any time, you can click the link that was provided to you in your email. Alternatively, you can re-register for the Webinar to gain access.
- If you are listening via telephone and close out of the Webinar on your computer, you will be disconnected.



2022 Key Dates

5

Student Health Data Key Dates

Immunization/ Health Examination

IWAS system opens for data entry	09/01/2021
IWAS system deadline for submission	11/15/2021 at 11:59 PM

Eye Examination

IWAS system opens for data entry	09/01/2021
IWAS system deadline for submission	06/30/2022 at 11:59 PM

Dental Examination

IWAS system opens for data entry	05/16/2022
IWAS system deadline for submission	06/30/2022 at 11:59 PM

Physical Fitness Assessment


IWAS system opens for data entry	09/01/2021
IWAS system deadline for submission	06/30/2022 at 11:59 PM



2022 Major Changes



- Immunization Collection
 - All COVID-19 related questions have been removed from the collection
- Eye Exam Collection
 - None

- Physical Fitness Collection 
- **Collection Opening: September 1, 2021**
 - Opening Webinar- September 16, 2021



Collection

Business Rules

Immunization and Physical Exam

Immunization Business rules

- All children in PreK-grade 12 must provide proof of immunization against polio, measles, mumps, rubella, and Varicella/Chickenpox.
- All children in PreK and grades 6-12 must provide proof of immunization against hepatitis B.
- All children in PreK must provide proof of immunization against Hib.
- All children in grades PreK-12 must provide proof of immunization against DTP/DTaP/Td .
- All children in grades 6-12 must provide proof of immunization against Tdap.
- All children in PreK must provide proof of immunization against Pneumococcal.
- All children in grade 6, grade 7, grade 8, grade 9, grade 10, grade 11, and grade 12 must provide proof of immunization against Meningococcal.

Physical Exam Business rules

- Child Health exam completed in Pre-K is acceptable until Kindergarten. Children entering Kindergarten or 1st grade, 6th grade, and 9th grade; and Pre K-12th grade first year in any Illinois school.
- The examination shall be conducted within one year from the date of entry into specified grades as listed immediately prior.

Eye Exam

- All Illinois children entering kindergarten and any children entering any grade level above kindergarten for the first time in an Illinois school.

Dental Exam

- All Illinois children in kindergarten, Grade 2, Grade 6, and Grade 9 are required to have an oral health examination.

Physical Fitness

- All Illinois children in grades 3-12 (only grades 4-12 for aerobic capacity) must be tested annually. Districts must report aggregate data for grades 5, 7 and 10 only.



IWAS Access Levels

8

Access Level	
School Document Author	School data entry persons
School Administrator	School administrator/ Principal
District Document Author	District personnel who enter data at District level for subordinate entities
District Administrator	District Administrator/Superintendent/Principal or designee responsible for approving data submission to ISBE
ISBE Administrator	ISBE program support personnel

Data Submission Process Flow

9

1. Data entered by School Author – School Administrator reviews and approves – District Administrator reviews and approves= Submitted to ISBE
2. Data entered by School Administrator – District Administrator reviews and approves= Submitted to ISBE
3. Data entered by District Author – District Administrator reviews and approves= Submitted to ISBE

Student Health Data Statuses

10

- **Entry began but no data**
 - Data entry has begun, but one of the following circumstances may be the case: 1) Data may or may not be completed and data may not have been submitted at all. 2) Data was complete and submitted but disapproved for corrections. When ISBE, RCDT Administrator, or School Administrator disapproves the data, the status is set to “Entry began but no data.”
- **In Progress School Doc Author**
 - School document author has started entering data but has not submitted to the School administrator yet. Data may or may not be completed and data was not submitted for approval.
- **Waiting School Admin Approval**
 - School document author submitted data and data is waiting for approval by the school administrator.
 - Nonpublic schools submit to ISBE
- **In Progress RCDT Doc Author**
 - The school administrator or RCDT document author submitted data and data is waiting for approval by the RCDT administrator.
- **Waiting RCDT Administrator Approval**
 - The school administrator or RCDT document author submitted data and data is waiting for approval by the RCDT administrator.
- **Submitted to ISBE**
 - Data was approved through entire process flow and submitted to ISBE.



Immunization Health Data

11

SY 2022

- Immunization Health Data
 - IWAS Data Submission Walkthrough

Immunization Business Rules

12

Collection

Business Rules

Immunization and Physical Exam

Immunization Business rules

- All children in PreK-grade 12 must provide proof of immunization against polio, measles, mumps, rubella, and Varicella/Chickenpox.
- All children in PreK and grades 6-12 must provide proof of immunization against hepatitis B.
- All children in PreK must provide proof of immunization against Hib.
- All children in grades PreK-12 must provide proof of immunization against DTP/DTaP/Td .
- All children in grades 6-12 must provide proof of immunization against Tdap.
- All children in PreK must provide proof of immunization against Pneumococcal.
- All children in grade 6, grade 7, grade 8, grade 9, grade 10, grade 11, and grade 12 must provide proof of immunization against Meningococcal.

Physical Exam Business rules

- Child Health exam completed in Pre-K is acceptable until Kindergarten. Children entering Kindergarten or 1st grade, 6th grade, and 9th grade; and Pre K-12th grade first year in any Illinois school.
- The examination shall be conducted within one year from the date of entry into specified grades as listed immediately prior.



Getting Started- Immunization

13

- Access the IWAS Login webpage
- Login to IWAS with your Login Name and Password

Illinois State Board of Education
Darren Reisberg, *Chairman* Dr. Carmen I. Ayala, *State Superintendent of Education*

IWASTRAIN IWASTRAIN IWASTRAIN IWASTRAIN IWASTRAIN IWASTRAIN IWASTRAIN

ISBE Home | **Already have an account? Login Here :**

Home | **Login Name**

Sign Up Now | **Password**

Get Password | Remember Login Name

Contact Us | **LOG IN**

Help | **Forgot Your Password?**

[IWAS User Guide](#) | If you have forgotten your login name or password, click on the link below.

[IWAS Training Video](#) | [Find Login/Password](#)

New Partner - Sign up Now

Some ISBE web-based systems require electronic signatures. You can create your own login id and password by clicking on the following link. After you establish your logon, you will then have the ability to request authorization to use ISBE's systems.

[Sign Up Now](#)

Need Help?

If you need help with logging in, the sign up procedure or your password, please click on the link below.

[Help](#)

This web site has been optimized for Internet Explorer 6.0 or above / Firefox 2.0 or above. You can download the latest version of these browsers by clicking on the following icons.

Copyright © 2019 Illinois State Board of Education

Getting Started- Immunization

14

- Click on System Listing on the left menu



The screenshot shows the Illinois State Board of Education website dashboard. At the top, there is a blue header with the Illinois State Board of Education logo on the left and the text "Illinois State Board of Education" in the center. Below the header, the names of the Chairman and State Superintendent of Education are listed. A decorative banner with the text "I W A S T R A I N" is visible. The main content area is divided into a left sidebar and a main content area. The sidebar contains a menu with the following items: Home, System Listing (highlighted with a red box), Pending Documents, and Change Password. The main content area displays "Messages : 1 unread Inbox message(s)" and "0 unread Archived message(s)". Below this, it says "Require Action : 0 Sign-ups pending your approval" and "0 Documents pending your approval". On the right side of the main content area, there is a message: "We have your email address listed as: [redacted]. If this is NOT correct, [click here](#) to update."

Getting Started- Immunization

15

- On the *My Systems Page*, click on **Student Health Data–Immunization**, under the category *Reporting, Annual*. This will take you to the **School Listing Screen**

The screenshot displays the Illinois State Board of Education's 'My Systems' interface. At the top, the logo and name of the board are visible, along with the names of the Chairman and State Superintendent of Education. Below this, a navigation menu on the left includes options like Home, System Listing, Pending Documents, Change Password, Messages - Inbox, Messages - Archived, Contact Us, Help, and Log Out. The main content area shows a table of systems. The 'Reporting' category is expanded, and the 'Annual' sub-category is selected. The 'Student Health Data - Immunization' system is highlighted with a red box. The system status is 'Authorized'. A legend at the bottom explains the icons used in the system listing.

Categories - Click to Expand/Collapse Tree	Authorization
Reporting	
Annual	
Student Health Data - Dental	Authorized
Student Health Data - Immunization	Authorized
Student Health Data - Physical Fitness	Authorized
Student Health - Eye Exam	Authorized

Legend: ⓘ : System Description - Detailed 📅 : Due Dates 👤 : Profile

[Want to Signup for Other Systems?](#)

Copyright © 2019 Illinois State Board of Education

- Note: If you do not see the Student Health Data–Immunization option, contact the ISBE Helpdesk at 217-558-3600.**



Level of Access

16

- **District Document Author and District Administrator users**

Facility Name (click on name for data entry)	Status	Grade Served	School Enrollment	Update By	Update On
Whoville Elementary School	No activity				
Whoville Junior High School	No activity				
Whoville High School	No activity				

- **School Document Author and School Administrator users**

Facility Name (click on name for data entry)	Status	Grade Served	School Enrollment	Update By	Update On
Whoville Elem School	No activity		0		



Data Entry Screen 1

17

- If you do not have student Immunization data to submit, select the bottom option.
 - “We have no student data to report.”

Based on the clarifications above, select one of the following options:

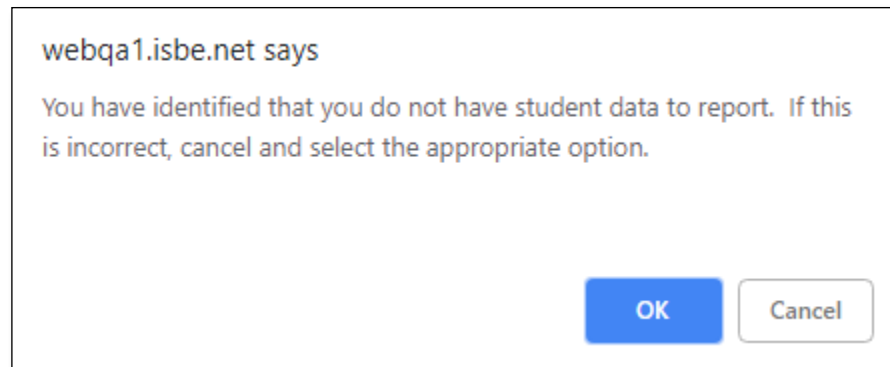
We have student data to report.

We have no student data to report.

Data Entry Screen 1- Completion

18

- If you selected the bottom choice on **Data Entry Screen 1** and clicked “Approve Selection,” the following pop-up will appear.
- Click “OK” to confirm you do not have student health data report. Click “Cancel” if you do have student data to enter.



Data Entry Screen 1

19

- If you have student Immunization data to submit, select the top option. Clicking on “Next” will take you to Data Entry Screen 2.

Illinois State Board of Education

Student Health Data
Immunization

RCDT: [dropdown] County: [dropdown] Name: [dropdown] School: [dropdown] Authority: [dropdown]

County: [dropdown] School: [dropdown] Elem School

School Summary District Summary User Documentation

Please read carefully before making a selection.

A. Health Examination Requirements
All children must receive health examinations before

- entering Illinois schools for the first time,
- entering kindergarten or grade 1,
- entering grade 6, and
- entering grade 9.

B. Immunization Requirements

- All children in PreK-grade 12 must provide proof of immunization against polio, measles, mumps, rubella, and Varicella/Chickenpox.
- All children in PreK and grades 6-12 must provide proof of immunization against hepatitis B.
- All children in PreK must provide proof of immunization against Hib.
- All children in grades PreK-12 must provide proof of immunization against DTP/DTaP/Td.
- All children in grades 6-12 must provide proof of immunization against Tdap.
- All children in PreK must provide proof of immunization against Pneumococcal.
- All children in grade 6, grade 7, grade 8, grade 9, grade 10 and grade 12 must provide proof of immunization against Meningococcal.

You are required to report data for all students (as described in A and B) for whom your school is their home school, regardless of whether they are being educated at your school or another school. If you are a nonpublic school (not a special education private facility) and serve a student on a part-time basis, you must collect and report immunization data for that student. For more information on "Who is responsible for providing immunization data?", please refer to the link "User Documentation" (located in the yellow row on the top right).

You should not report data for students who have been placed at your school to receive educational services (i.e., your school is not their home school and they would not ordinarily attend school there).

Based on the clarifications above, select one of the following options:

We have student data to report.

We have no student data to report.
(This school is not the home school for any student.)

Back Next



Data Entry Screen 2

20

- Select the grades levels that your entity serves
- If you select or modify “Grades Served,” a “Save” button will appear. Clicking “Save” on this page will save your selected grades and allow you to click the “Next Page” button to continue to Data Entry Screen 3.
- Be sure to enter the Total Student Enrollment for the selected grades in the field at the top.

Data Entry Screen 2

21

Illinois State Board of Education

Student Health Data
Immunization

RCDT: [Name] County: [County] Name: [Name] School: [School] Authority: [Authority]

[School Summary](#) [District Summary](#) [User Documentation](#)

In the text box on the right, please enter the total school enrollment. (Total school enrollment is the total number of students for whom your school is their home school.)

Total School Enrollment:

Select from the list on the right **all grades** served by this school.

More than one grade?

PC Users:
Press and hold the **Ctrl** key on your keyboard and use your mouse to click on each applicable grade from the list.

Mac users:
Press and hold the **Command** key on your keyboard and use your mouse to click on each applicable grade from the list.

Grade(s) Served:

- PreK
- K
- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8

Illinois State Board of Education

Student Health Data
Immunization

RCDT: [Name] County: [County] Name: [Name] School: [School] Authority: [Authority]

[School Summary](#) [District Summary](#) [User Documentation](#)

In the text box on the right, please enter the total school enrollment. (Total school enrollment is the total number of students for whom your school is their home school.)

Total School Enrollment:

Select from the list on the right **all grades** served by this school.

More than one grade?

PC Users:
Press and hold the **Ctrl** key on your keyboard and use your mouse to click on each applicable grade from the list.

Mac users:
Press and hold the **Command** key on your keyboard and use your mouse to click on each applicable grade from the list.

Grade(s) Served:

- PreK
- K
- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8



Data Entry Screen 3

22

Illinois State Board of Education

Student Health Data
Immunization

RCDS: MS-1000-1000-1000-1000
County: Franklin

Name: XXXXXXXXXX
School: XXXXXX Elem School

Authority: XXXXXXXXXX

SESSION TIMEOUT 19:37

Data Analysis | ISSUE HOME | HELP | LOGOUT

Select Grade Level -- Select --

Total Number of Students in the Selected Grade

Please enter the number of students for each disease category in each status for the selected grade.
(The total number in each Disease Category must equal the "Total Student Count in the Selected Grade".)

Polio

- Protected and in Compliance with Immunization requirements
(DO NOT include students in this count who are categorized as unprotected but compliant - see options 3-6 below.)
- Unprotected and not in compliance with Immunization requirements
(DO NOT include students in this count who are categorized as unprotected but compliant - see options 3-6 below.)
- Medical Reason or Objection - unprotected but compliant
- Religious Objection - unprotected but compliant
- Approved/scheduled medical appointment - unprotected but compliant
- Homeless Education Assistance/McKinney Vento Act - unprotected but compliant

DTP/DTap/Td

- Protected and in Compliance with Immunization requirements
(DO NOT include students in this count who are categorized as unprotected but compliant - see options 3-6 below.)
- Unprotected and not in compliance with Immunization requirements
(DO NOT include students in this count who are categorized as unprotected but compliant - see options 3-6 below.)
- Medical Reason or Objection - unprotected but compliant
- Religious Objection - unprotected but compliant
- Approved/scheduled medical appointment - unprotected but compliant
- Homeless Education Assistance/McKinney Vento Act - unprotected but compliant



Data Entry Screen 3

23

Meningococcal

1. Protected and in Compliance with Immunization requirements
(DO NOT include students in this count who are categorized as unprotected but compliant - see options 3-6 below.)
2. Unprotected and not in compliance with Immunization requirements
(DO NOT include students in this count who are categorized as unprotected but compliant - see options 3-6 below.)
3. Medical Reason or Objection - unprotected but compliant
4. Religious Objection - unprotected but compliant
5. Approved/scheduled medical appointment - unprotected but compliant
6. Homeless Education Assistance/McKinney Vento Act - unprotected but compliant

For reporting students regarding immunizations and physical examinations, please enter the following:

- A. Actual unduplicated count of students unprotected and not in compliance with immunization requirements. Count students only once even if they are noncompliant in more than one disease category. They may also need a physical examination. If you need assistance on calculating Actual Unduplicated Count of students, please click [here](#).
- B. Number of students not in compliance with the physical examination requirement **ONLY**. Do not include any student counted in item 'A' above.
- C. Number of students excluded from school on October 15, or an earlier established exclusion date, for not being in compliance. Report students excluded for one or more days.
- D. Total Number of students who are without physical examination requirement **ONLY** but compliant due to religious objection or Homeless Education Assistance/McKinney-Vento Act.

<- Back

Save

Return to School Listing



Data Entry Screen 3

24

- Select a grade from the dropdown at the top and then enter the values as appropriate.
- Click on “Save” at the bottom of the screen to save the data for the selected grade.
- A row that corresponds to the grade will appear under the “Grades Entered” grid at the top of the page.
- Repeat these steps for each of the grades with students who have Immunization data to submit.



Data Screen 3 Continued..

25

- To edit information for a saved grade, click on the “View Grade” link that corresponds to the grade appearing under the “Grades Entered” grid.
- You may modify data and then save again. You may also delete data for a grade by clicking on the “Delete Grade” link.

Illinois State Board of Education

Student Health Data
Immunization

RCDS: [REDACTED]
County: [REDACTED]

Name: [REDACTED]
School: [REDACTED] Elem School

Authority: [REDACTED]

SESSION TIMEOUT 19:51

Grades Entered	
1	View Grade Delete Grade
6	View Grade Delete Grade
K	View Grade Delete Grade

Select Grade Level -- Select --

Total Number of Students in the Selected Grade

Error Messages

26

- If an error occurs during data entry, an error message will appear in red at the top of the page, specifying the type of error and the associated field(s).
- By following the directions in the error message you should be able to resolve the error.
- If you are unable to resolve the error and need assistance you can report errors by taking a screen shot and emailing it to datahelp@isbe.net



Data Screen 3 Continued..

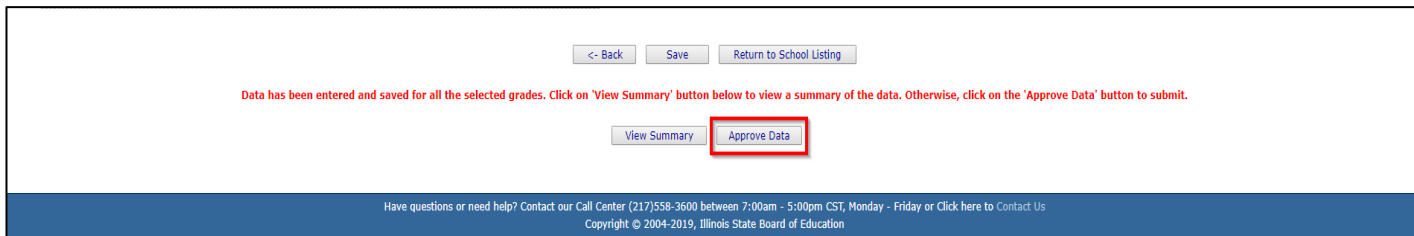
27

- When you have completed entering data for ALL of the grades appearing in the “Select a Grade” drop-down list, the “Approve Data” button will appear at the bottom of the screen.
 - The Approve Data button will only be available once data has been entered for all Selected Grades

Data Screen 3 Continued..

28

- If you are confident that you have correctly entered all required information and are ready to submit the data for approval to the **School/District Administrator** (as appropriate), click on “Approve Data.”



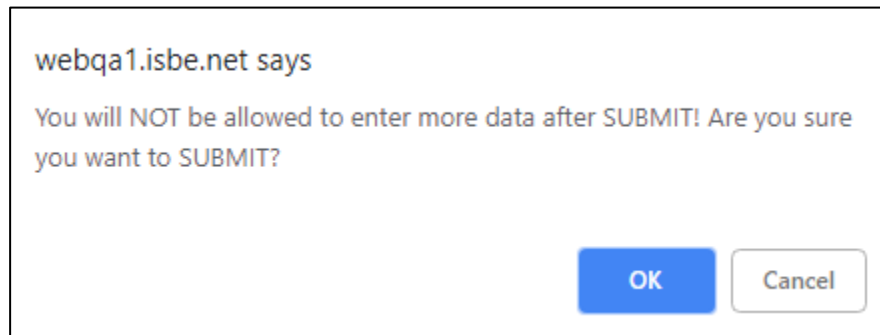
The screenshot shows a web interface with the following elements:

- Navigation buttons: "<- Back", "Save", and "Return to School Listing".
- Confirmation message: "Data has been entered and saved for all the selected grades. Click on 'View Summary' button below to view a summary of the data. Otherwise, click on the 'Approve Data' button to submit."
- Action buttons: "View Summary" and "Approve Data". The "Approve Data" button is highlighted with a red box.
- Footer: "Have questions or need help? Contact our Call Center (217)558-3600 between 7:00am - 5:00pm CST, Monday - Friday or Click here to Contact Us. Copyright © 2004-2019, Illinois State Board of Education"

Data Screen 3 Completion

29

- A warning pop-up will appear
- If you are ready to submit the data, click on “OK” to submit the data to the **School/District Administrator** (as appropriate) for approval.



Data Screen 3 Completion

30

- The resulting page (in this example, a submission to the **District (RCDT) Administrator**) is shown

The screenshot displays the 'Student Health Data' interface for 'Immunization'. The page header includes the Illinois State Board of Education logo and navigation links for 'Data Analysis', 'ISBE HOME', 'HELP', and 'LOGOUT'. The session timeout is set to 19:57. The user is logged in as 'Authority: [Name]'. The page shows the following information:

- RCDS: [Name]
- County: [Name]
- Name: [Name]
- School: [Name] Elem School

A table titled 'Grades Entered' is shown with the following data:

Grades Entered		
1	View Grade	Delete Grade
6	View Grade	Delete Grade
K	View Grade	Delete Grade

Below the table, there is a 'Select Grade Level' dropdown menu set to '-- Select --'. A text box shows 'Total Number of Students in the Selected Grade' with a value of 0.

A red-bordered box highlights the following message:

Data has been submitted to :RCDT Administrator
Now would be a good time for you to alert your administrator to review and submit the report to Illinois State Board of Education(ISBE).

How to Approve or Return Data for Correction- School Administrator

31

- After the **School Document Author** has submitted data for **School Administrator** approval, the **School Administrator** must access **Data Entry Screen 1**, as shown below. (as appropriate)

Based on the clarifications above, select one of the following options:

We have student data to report.

We have no student data to report.

Back

Approve Selection

Disapprove Selection



How to Approve or Return Data for Correction- **School Administrator**

32

- If no student Immunization data is reported, the **School Administrator** may choose one of the following options if no data was entered:
 1. Click on “Approve Selection” to approve and submit the data to the **District Administrator**.
 2. Click on “Disapprove Selection” to return the data for corrections.
 3. Click on “Back” to change the selection of options.

How to Approve or Return Data for Correction- School Administrator

33

- After the **School Document Author** has submitted the entered data for **School Administrator** approval, the **School Administrator** must access **Data Entry Screen 3**.

Illinois State Board of Education

Student Health Data
Immunization

RCDTS: [Link] County: [Link]

Name: [Link] School: [Link] Elem School Authority: [Link]

Grades Entered	
1	View Grade Delete Grade
6	View Grade Delete Grade
K	View Grade Delete Grade

Select Grade Level: -- Select --

Total Number of Students in the Selected Grade: [Input]

<- Back Save Return to District Summary

Please view ALL grades before approving and/or submitting report.

Approve Data Disapprove Data

How to Approve or Return Data for Correction- School Administrator

34

- From this screen, the **School Administrator** may choose one of the following options:
 1. Click on the “**View Grade**” link that corresponds to the appropriate grade under the “Grades Entered” grid to edit existing records.
 2. Click on “**Approve Data**” to approve and submit the data to the **District Administrator**.
 3. Click on “**Disapprove Data**” to return the data for corrections.
 4. Click on “**Return to District Summary**” to return to the school summary screen.



How to Approve or Return Data for Correction- **District Administrator**

35

- After the **Document Author** or **School Administrator** has submitted data for approval, the **District Administrator** must access the school data awaiting approval from the list of school submissions. The district submission status screen, with submission statuses for different schools, is accessible only by the **District Administrator** and the **District Document Author**.

How to Approve or Return Data for Correction- **District Administrator**

36

- The **District Administrator** may select a school with the status of “Waiting RCDT Approval” by clicking on the school name link.

Facility Name (click on name for data entry)	Status	Grade Served
Elem School	Waiting RCDT Admin Approval	K,2,4

How to Approve or Return Data for Correction- District Administrator

37

- When there is no student Immunization data to submit:

Based on the clarifications above, select one of the following options:

We have student data to report.

We have no student data to report.

Back

Approve Selection

Disapprove Selection



How to Approve or Return Data for Correction- **District Administrator**

38

- From this screen, the **District Administrator** may choose one of the following options:
 1. Click on “Approve Selection” to approve and submit the data to the **District Administrator**.
 2. Click on “Disapprove Selection” to return the data to for corrections.
 3. Click on “Back” to change the selection of options.

How to Approve or Return Data for Correction- District Administrator

39

- When there is student Immunization data available to submit:

Illinois State Board of Education

Student Health Data
Immunization

RCOTS: [links] Name: [text] Authority: [text]
County: [text] School: [text] Elem School

Grades Entered	
1	View Grade Delete Grade
6	View Grade Delete Grade
K	View Grade Delete Grade

Select Grade Level: -- Select --

Total Number of Students in the Selected Grade: [input]

<- Back Save Return to School Listing

Data has been entered and saved for all the selected grades. Click on 'View Summary' button below to view a summary of the data. Otherwise, click on the 'Approve Data' button to submit.

[View Summary](#) [Approve Data](#) [Disapprove Data](#)

How to Approve or Return Data for Correction- **District Administrator**

40

- From this screen, the **District Administrator** may choose one of the following options:
 1. Click on the “**View Grade**” link that corresponds to the appropriate grade under the “Grades Entered” grid to edit existing records.
 2. Click on “**Approve Data**” to approve and submit the data to **ISBE**.
 3. Click on “**Disapprove Data**” to return the data for corrections.
 4. Click on “**Return to District Summary**” to return to the district summary screen.

Final Status

41

- Once the **District Administrator** has reviewed and approved the data in the system, the school will have a final status of “Submitted to ISBE”.

Facility Name (click on name for data entry)	Status	Grade Served
Elem School	Submitted to ISBE	K-2,4

How to Print Summary Reports

42

- To print a **school** Immunization data summary, click on “School Summary” on the top menu bar.
 - Printing a school summary is possible only when the school Immunization data has been submitted to ISBE.

RCDT: RCDT	Name: Name	Authority: Authority
County: County		
School Summary	District Summary	User Documentation

How to Print Summary Reports

- ***School Summary Report Sample***

Illinois State Board of Education
Data Analysis and Progress Reporting
100 North First Street
Springfield, IL 62777

Student Health Data - Immunization

School Immunization Summary for ██████ Elem School

All Students by Disease	POLIO	DTP/DTap/Td	Tdap	MEASLES	RUBELLA	MUMPS	Hepatitis-B	Hib	Varicella/Chickenpox	Pneumococcal	Meningococcal
Number of students protected and in compliance:	12	12	4	12	12	12	4	0	12	0	4
Number of students unprotected but in compliance due to:											
Religious objection:	0	0	0	0	0	0	0	0	0	0	0
Medical reason or objection:	0	0	0	0	0	0	0	0	0	0	0
Approved schedule:	0	0	0	0	0	0	0	0	0	0	0
Homeless Education Assistance/McKinney Vento Act:	0	0	0	0	0	0	0	0	0	0	0
Number of students unprotected and in noncompliance:	0	0	0	0	0	0	0	0	0	0	0
Student Enrollment and Compliance											
Total student enrollment :			12								
Actual unduplicated count of students unprotected and in noncompliance:			0								
Number of students in noncompliance with the physical examination requirement only:			0								
Total number of students in noncompliance:			0								
Number of students excluded due to noncompliance:			0								
Number of students who are without physical examination only but compliant due to religious objection or Homeless Education Assistance/McKinnet Vento Act only:			0								
% compliance:			100.0								

How to Print Summary Reports

44

- To print a **school district** Immunization data summary, click on “District Summary” on the top menu bar
 - Printing a school district summary is possible only when the Immunization data for all of the eligible schools in the district have been submitted to ISBE.

RCDT: <input type="text"/>	Name: <input type="text"/>	Authority: <input type="text"/>
County: <input type="text"/>		
School Summary	District Summary	User Documentation



How to Print Summary Reports

- School District Summary Report Sample***

Illinois State Board of Education
Data Analysis and Progress Reporting
100 North First Street
Springfield, IL 62777

Student Health Data - Immunization

District Immunization Summary for **WILSON**

All Students by Disease	POLIO	DTP/DTap/Td	Tdap	MEASLES	RUBELLA	MUMPS	Hepatitis-B	Hib	Chickenpox	Pneumococcal	Meningococcal
Number of students protected and in compliance:	12	12	4	12	12	12	4	0	12	0	4
Number of students unprotected but in compliance due to:											
Religious objection:	0	0	0	0	0	0	0	0	0	0	0
Medical reason or objection:	0	0	0	0	0	0	0	0	0	0	0
Approved schedule:	0	0	0	0	0	0	0	0	0	0	0
Homeless Education Assistance/McKinney veno Act:	0	0	0	0	0	0	0	0	0	0	0
Number of students unprotected and in noncompliance:	0	0	0	0	0	0	0	0	0	0	0
Student Enrollment and Compliance											
Total student enrollment :			12								
Actual unduplicated count of students unprotected and in noncompliance:			0								
Number of students in noncompliance with the physical examination requirement only:			0								
Total number of students in noncompliance:			0								
Number of students excluded due to			0								
Number of students who are without physical examination only but compliant due to religious objection or Homeless Education			0								
% compliance:			100.0								

Eye Exam Health Data

46

SY 2021

- Eye Exam Health Data
 - IWAS Data Submission Walkthrough

Eye Exam Business Rules

47

Collection

Business Rules

Eye Exam

- All Illinois children entering kindergarten and any children entering any grade level above kindergarten for the first time in an Illinois school



Getting Started- Eye Exam

48

- Access the IWAS Login webpage
- Login to IWAS with your Login Name and Password

Illinois State Board of Education
Darren Reisberg, *Chairman* Dr. Carmen I. Ayala, *State Superintendent of Education*

IWASTRAIN IWASTRAIN IWASTRAIN IWASTRAIN IWASTRAIN IWASTRAIN IWASTRAIN

ISBE Home
Home
Sign Up Now
Get Password
Contact Us
Help
[IWAS User Guide](#)
[IWAS Training Video](#)

Already have an account? Login Here :

Login Name
Password

Remember Login Name

LOG IN

New Partner - Sign up Now

Some ISBE web-based systems require electronic signatures. You can create your own login id and password by clicking on the following link. After you establish your logon, you will then have the ability to request authorization to use ISBE's systems.

[Sign Up Now](#)

Forgot Your Password?

If you have forgotten your login name or password, click on the link below.

[Find Login/Password](#)

Need Help?

If you need help with logging in, the sign up procedure or your password, please click on the link below.

[Help](#)

This web site has been optimized for Internet Explorer 6.0 or above / Firefox 2.0 or above. You can download the latest version of these browsers by clicking on the following icons.

Copyright © 2019 Illinois State Board of Education

Getting Started- Eye Exam

49

- Click on System Listing on the left menu



The screenshot shows the Illinois State Board of Education website dashboard. At the top, there is a blue header with the Illinois State Board of Education logo on the left and the text "Illinois State Board of Education" in the center. Below the header, the names of the Chairman and State Superintendent of Education are listed. A decorative banner with the word "IWA STRAIN" is visible. On the left side, there is a vertical menu with the following items: "Home", "System Listing" (highlighted with a red box), "Pending Documents", and "Change Password". The main content area displays "Messages : 1 unread Inbox message(s)" and "0 unread Archived message(s)". Below this, it says "Require Action : 0 Sign-ups pending your approval" and "0 Documents pending your approval". On the right side, there is a message: "We have your email address listed as: [redacted]. If this is NOT correct, [click here](#) to update."

Getting Started- Eye Exam

50

- On the *My Systems Page*, click on **Student Health Data–Eye Exam**, under the category *Annual*. This will take you to the **School Listing Screen**

My Systems

Below are systems that you are either authorized to use or are awaiting authorization from either your district (Pending-District), ROE (Pending-ROE) or ISBE (Pending-ISBE). Once you are "Authorized" to access a system, simply click on the system description to use it.

[Click Here for Due Dates](#)

Categories - Click to Expand/Collapse Tree	Authorization
Reporting	
Annual	
Student Health - Eye Exam	Authorized
Student Health Data - Dental	Authorized
Student Health Data - Immunization	Authorized
Student Health Data - Physical Fitness	Authorized

Legend: ⓘ : System Description - Detailed | 📅 : Due Dates | 👤 : Profile

[Want to Signup for Other Systems?](#)

Copyright © 2019 Illinois State Board of Education

- Note:** If you do not see the Student Health Data–Eye Exam option, contact the ISBE Helpdesk at 217-558-3600.

Level of Access

51

- **District Document Author and District Administrator users**

Facility Name (click on name for data entry)	Status	Grade Served	School Enrollment	Update By	Update On
Yhoville Elementary School	No activity				
Yhoville Junior High School	No activity				
Yhoville High School	No activity				

- **School Document Author and School Administrator users**

Facility Name (click on name for data entry)	Status	Grade Served	School Enrollment	Update By	Update On
Yhoville Elem School	No activity		0		



Data Entry Screen 1

52

- If you do not have student Eye Exam data to submit, select the bottom option.
 - “We have no student data to report.”

The screenshot shows the top navigation bar of the 'Student Health Data' application. On the left is the Illinois State Board of Education logo. The main title is 'Student Health Data' with 'Vision' below it. On the right, there are links for 'Data Analysis', 'USER HOME', 'HELP', and 'LOGOUT', along with a 'SESSION TIMEOUT 19:55' indicator. Below the title bar, there are fields for 'RCDT', 'County', 'Name: [redacted]', and 'School: Elem School'. At the bottom of this section are three tabs: 'School Summary', 'District Summary', and 'User Documentation'.

Please read carefully before making a selection.

A. Eye Examination Requirements

- All children entering kindergarten are required to have an eye examination.
- Children entering grades 1-12 in an Illinois school **for the first time** are required to have an eye examination.

You are **required to report data** for all students (as described above) for whom your school is their home school, regardless of whether they are being educated at your school or another school. If you are a nonpublic school (not a special education private facility) and serve a student on a part-time basis, you must collect and report immunization data for that student. For more information on "who is responsible for providing immunization data", please refer to the I WAS User guide found in the link "User Documentation" (located in the yellow row on the top right).

You **should not report data** for students who have been placed at your school to receive educational services (i.e., your school is not their home school and they would not ordinarily attend school there).

Based on the clarifications above, select one of the following options:

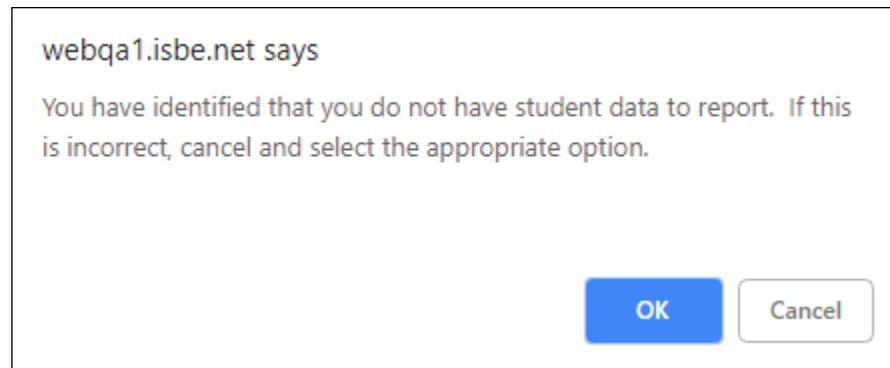
- We have student data to report.
- We have no student data to report.



Data Entry Screen 1- Completion

53

- If you selected the bottom choice on **Data Entry Screen 1** and clicked “Approve Selection,” the following pop-up will appear.
- Click “OK” to confirm you do not have student health data report. Click “Cancel” if you do have student data to enter.



Data Entry Screen 1

54

- If you have student Eye Exam data to submit, select the top option. Clicking “Next” will take you to Data Entry Screen 2.

Illinois State Board of Education

Student Health Data
Vision

RCDT: [redacted]
County: [redacted]

Name: [redacted]
School: [redacted] Elem School

Authority: [redacted]

SESSION TIMEOUT 19:58

[School Summary](#) | [District Summary](#) | [User Documentation](#)

Please read carefully before making a selection.

A. Eye Examination Requirements

- All children entering kindergarten are required to have an eye examination.
- Children entering grades 1-12 in an Illinois school **for the first time** are required to have an eye examination.

You are required to report data for all students (as described above) for whom your school is their home school, regardless of whether they are being educated at your school or another school. If you are a nonpublic school (not a special education private facility) and serve a student on a part-time basis, you must collect and report immunization data for that student. For more information on "Who is responsible for providing immunization data?", please refer to the IWAS User guide found in the link 'User Documentation' (located in the yellow row on the top right).

You should not report data for students who have been placed at your school to receive educational services (i.e., your school is not their home school and they would not ordinarily attend school there).

Based on the clarifications above, select one of the following options:

We have student data to report.

We have no student data to report.

[Back](#) [Next](#)

Data Entry Screen 2

55

- Select **Kindergarten and any other grade with a student entering an Illinois school for the first time.**
- If you select or modify “Grades Served,” a “Save” button will appear. Clicking “Save” on this page will save your selected grades and allow you to click the “Next Page” button to continue to Data Entry Screen 3.

Data Entry Screen 2

56

Illinois State Board of Education **Student Health Data** Vision
Data Analysis | ISBE HOME | HELP | LOGOUT
SESSION TIMEOUT 18:00
RCDT: [redacted] Name: [redacted] Authority: [redacted]
County: [redacted] School: [redacted] Elem School

[School Summary](#) [District Summary](#) [User Documentation](#)

Select from the list on the right **only those grades** that have students who need an eye examination(i.e. Students in K or in grades 1-12 and first time in an IL school).

More than one grade?

PC Users:
Press and hold the **Ctrl** key on your keyboard and use your mouse to click on each applicable grade from the list.

Mac users:
Press and hold the **Command** key on your keyboard and use your mouse to click on each applicable grade from the list.

Grade(s) Served:

- K
- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8

Illinois State Board of Education **Student Health Data** Vision
Data Analysis | ISBE HOME | HELP | LOGOUT
SESSION TIMEOUT 19:45
RCDT: [redacted] Name: [redacted] Authority: [redacted]
County: [redacted] School: [redacted] Elem School

[School Summary](#) [District Summary](#) [User Documentation](#)

Select from the list on the right **only those grades** that have students who need an eye examination(i.e. Students in K or in grades 1-12 and first time in an IL school).

More than one grade?

PC Users:
Press and hold the **Ctrl** key on your keyboard and use your mouse to click on each applicable grade from the list.

Mac users:
Press and hold the **Command** key on your keyboard and use your mouse to click on each applicable grade from the list.

Grade(s) Served:

- K
- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8

Data Entry Screen 3

57



Student Health Data Vision

Data Analysis | ISBE HOME | HELP | LOGOUT

SESSION
TIMEOUT 17:53

RCDTS:
County:

Name:
School: Elem School

Authority:

Attention!

Please read carefully before entering and saving data.

1. For Kindergarten, the 'Total Student Count in Selected Grade' must equal the 'Number of Students in the Selected Grade Who Require an Eye Examination'.
2. For grades other than Kindergarten, the 'Total Student Count in Selected Grade' typically will not equal the 'Number of Students in the Selected Grade Who Require an Eye Examination' because, for these other grades, an eye examination is required only for students who have never attended an Illinois school. For example, you have 25 students in grade 5. Of these 25, four students came from out-of-state and one student was home schooled before entering grade 5 at your school; none of these five previously attended an Illinois school. In this case, you should enter "25" in the 'Total Student Count in Selected Grade' field and "5" in the 'Number of Students in the Selected Grade Who Require an Eye Examination' field.
3. The sum of numbers in fields 'a' through 'g' (i.e., a + b + c + d + e + f + g) must equal the number entered in the 'Number of Students in the Selected Grade Who Require an Eye Examination' field.

Select Grade Level

Total Student Count in Selected Grade

Number of Students in the Selected Grade who require an Eye Examination

Please enter the number of students for each category for the selected grade

- a. In Compliance with complete eye examination
- b. Waiver - The child is enrolled in medical assistance/ALL KIDS, but the family is unable to find a medical doctor who performs eye examinations or an optometrist in the community who is able to examine the child and accepts medical assistance/ALL KIDS.
- c. Waiver - The child does not have any type of medical or vision/eye care coverage, the child does not qualify for medical assistance/ALL KIDS, there are no low-cost vision/eye clinics in our community that will see the child, and the family has exhausted all other means and do not have sufficient income to provide the child with an eye examination.
- d. Waiver - Due to other undue burden or a lack of access to an optometrist or to a physician who provides eye examinations (must be explicitly stated on the form).
- e. Approved appointment scheduled for an eye examination - unprotected but compliant
- f. Religious objection - unprotected but compliant
- g. Not in compliance(no Eye examination-no waiver-no religious objection-no scheduled appointment)

Data Entry Screen 3

58

- Select a grade from the dropdown at the top and then enter the values as appropriate.
- Click on “Save” at the bottom of the screen to save the data for the selected grade.
- A row that corresponds to the grade will appear under the “Grades Entered” grid at the top of the page.
- Repeat these steps for each of the grades with students who need an eye examination.

Data Screen 3

59

- To edit information for a saved grade, click on the “View Grade” link that corresponds to the grade appearing under the “Grades Entered” grid.
- You may modify data and then save again. You may also delete data for a grade by clicking on the “Delete Grade” link.

Grades Entered		
2	View Grade	Delete Grade
4	View Grade	Delete Grade
K	View Grade	Delete Grade

Attention!

Please read carefully before entering and saving data.

1. For Kindergarten, the 'Total Student Count in Selected Grade' must equal the 'Number of Students in the Selected Grade Who Require an Eye Examination'.
2. For grades other than Kindergarten, the 'Total Student Count in Selected Grade' typically will not equal the 'Number of Students in the Selected Grade Who Require an Eye Examination' because, for these other grades, an eye examination is required only for students who have never attended an Illinois school. For example, you have 25 students in grade 5. Of these 25, four students came from out-of-state and one student was home schooled before entering grade 5 at your school; none of these five previously attended an Illinois school. In this case, you should enter "25" in the 'Total Student Count in Selected Grade' field and "5" in the 'Number of Students in the Selected Grade Who Require an Eye Examination' field.
3. The sum of numbers in fields 'a' through 'g' (i.e., a + b + c + d + e + f + g) must equal the number entered in the 'Number of Students in the Selected Grade Who Require an Eye Examination' field.



Error Message

60

- If an error occurs during data entry, an error message will appear in red at the top of the page, specifying the type of error and the associated field(s).

Select Grade Level

Total Student Count in Selected Grade

Number of Students in the Selected Grade who require an Eye Examination

Please enter the number of students for each category for the selected grade

Please correct the following error(s) and click on 'Save'

- Total students required to take an eye examination does not equal to the sum of students in compliance, non-compliance, waiver and religious objection.

- If you are unable to resolve the error and need assistance you can report errors by taking a screen shot and emailing it to datahelp@isbe.net



Data Entry Screen 3

61

- When you have finished entering data for ALL of the grades appearing in the “Select a Grade” drop-down list, the “Approve Data” button will appear at the bottom of the screen, as shown below.
 - The Approve Data button will only be available once data has been entered for all Selected Grades
- If you are confident that you have correctly entered all required information and are ready to submit the data for approval to the **School/District Administrator** (as appropriate), click on “Approve Data.”



Data Entry Screen 3

62

Attention!

Please read carefully before entering and saving data.

1. For Kindergarten, the 'Total Student Count in Selected Grade' must equal the 'Number of Students in the Selected Grade Who Require an Eye Examination'.
2. For grades other than Kindergarten, the 'Total Student Count in Selected Grade' typically will not equal the 'Number of Students in the Selected Grade Who Require an Eye Examination' because, for these other grades, an eye examination is required only for students who have never attended an Illinois school. For example, you have 25 students in grade 5. Of these 25, four students came from out-of-state and one student was home schooled before entering grade 5 at your school; none of these five previously attended an Illinois school. In this case, you should enter "25" in the 'Total Student Count in Selected Grade' field and "5" in the 'Number of Students in the Selected Grade Who Require an Eye Examination' field.
3. The sum of numbers in fields 'a' through 'g' (i.e., $a + b + c + d + e + f + g$) must equal the number entered in the 'Number of Students in the Selected Grade Who Require an Eye Examination' field.

Select Grade Level

Total Student Count in Selected Grade

Number of Students in the Selected Grade who require an Eye Examination

Please enter the number of students for each category for the selected grade

- a. In Compliance with complete eye examination
- b. Waiver - The child is enrolled in medical assistance/ALL KIDS, but the family is unable to find a medical doctor who performs eye examinations or an optometrist in the community who is able to examine the child and accepts medical assistance/ALL KIDS.
- c. Waiver - The child does not have any type of medical or vision/eye care coverage, the child does not qualify for medical assistance/ALL KIDS, there are no low-cost vision/eye clinics in our community that will see the child, and the family has exhausted all other means and do not have sufficient income to provide the child with an eye examination.
- d. Waiver - Due to other undue burden or a lack of access to an optometrist or to a physician who provides eye examinations (must be explicitly stated on the form).
- e. Approved appointment scheduled for an eye examination - unprotected but compliant
- f. Religious objection - unprotected but compliant
- g. Not in compliance(no Eye examination-no waiver-no religious objection-no scheduled appointment)

[<- Back](#)

[Save](#)

[Return to District Summary](#)

Please view ALL grades before approving and/or submitting report.

[Approve Data](#)



Data Entry Screen 3

63

- A warning pop-up will appear on **Data Entry Screen 3**
- If you are ready to submit the data, click on “OK” to submit the data to the **School/District Administrator** (as appropriate) for approval.

webqa1.isbe.net says

You will NOT be allowed to enter more data after SUBMIT! Are you sure you want to SUBMIT?

OK

Cancel

Data Entry Screen 3

64

- The resulting page (in this example, a submission to the **School Administrator**) is shown

Grades Entered		
2	View Grade	Delete Grade
4	View Grade	Delete Grade
K	View Grade	Delete Grade

Students in the Selected Grade Who Require an Eye Examination'

will not equal the 'Number of Students in the Selected Grade Who Require an Eye Examination' because, for these of
a from out-of-state and one student was home schooled before entering grade 5 at your school; none of these five
Require an Eye Examination' field.

a number entered in the 'Number of Students in the Selected Grade Who Require an Eye Examination' field.

Select Grade Level

Total Student Count in Selected Grade

Number of Students in the Selected Grade who require an Eye Examination

Data has been submitted to :School Administrator

Please enter the number of students for each category for the selected grade



How to Approve or Return Data for Correction- School Administrator

65

- After the **School Document Author** has submitted data for **School Administrator** approval, the **School Administrator** must access **Data Entry Screen 1**, as shown below. (as appropriate).

Based on the clarifications above, select one of the following options:

- We have student data to report.
- We have no student data to report.

How to Approve or Return Data for Correction- School Administrator

66

- If no student Eye Exam data is reported, the **School Administrator** may choose one of the following options:
 1. Click on “Approve Selection” to approve and submit the data to the **District Administrator**.
 2. Click on “Disapprove Selection” to return the data to for corrections.
 3. Click on “Back” to change the selection of options.

How to Approve or Return Data for Correction- School Administrator

67

- After the **School Document Author** has submitted the entered data for **School Administrator** approval, the **School Administrator** must access **Data Entry Screen 3**.

Attention!

Please read carefully before entering and saving data.

1. For Kindergarten, the 'Total Student Count in Selected Grade' must equal the 'Number of Students in the Selected Grade Who Require an Eye Examination'.
2. For grades other than Kindergarten, the 'Total Student Count in Selected Grade' typically will not equal the 'Number of Students in the Selected Grade Who Require an Eye Examination' because, for these other grades, an eye examination is required only for students who have never attended an Illinois school. For example, you have 25 students in grade 5. Of these 25, four students came from out-of-state and one student was home schooled before entering grade 5 at your school; none of these five previously attended an Illinois school. In this case, you should enter "25" in the 'Total Student Count in Selected Grade' field and "5" in the 'Number of Students in the Selected Grade Who Require an Eye Examination' field.
3. The sum of numbers in fields 'a' through 'g' (i.e., $a + b + c + d + e + f + g$) must equal the number entered in the 'Number of Students in the Selected Grade Who Require an Eye Examination' field.

Select Grade Level

Total Student Count in Selected Grade

Number of Students in the Selected Grade who require an Eye Examination

Please enter the number of students for each category for the selected grade.

- a. In Compliance with complete eye examination
- b. Waiver - The child is enrolled in medical assistance/ALL KIDS, but the family is unable to find a medical doctor who performs eye examinations or an optometrist in the community who is able to examine the child and accepts medical assistance/ALL KIDS.
- c. Waiver - The child does not have any type of medical or vision/eye care coverage, the child does not qualify for medical assistance/ALL KIDS, there are no low-cost vision/eye clinics in our community that will see the child, and the family has exhausted all other means and do not have sufficient income to provide the child with an eye examination.
- d. Waiver - Due to other undue burden or a lack of access to an optometrist or to a physician who provides eye examinations (must be explicitly stated on the form).
- e. Approved appointment scheduled for an eye examination - unprotected but compliant
- f. Religious objection - unprotected but compliant
- g. Not in compliance(no Eye examination-no waiver-no religious objection-no scheduled appointment)

Please view ALL grades before approving and/or submitting report.



How to Approve or Return Data for Correction- School Administrator

68

- From this screen, the **School Administrator** may choose one of the following options:
 1. Click on the “**View Grade**” link that corresponds to the appropriate grade under the “Grades Entered” grid to edit existing records.
 2. Click on “**Approve Data**” to approve and submit the data to the **District Administrator**.
 3. Click on “**Disapprove Data**” to return the data for corrections.
 4. Click on “**Return to District Summary**” to return to the school summary screen.

How to Approve or Return Data for Correction- District Administrator

69

- After the **Document Author** or **School Administrator** has submitted data for approval, the **District Administrator** must access the school data awaiting approval from the list of school submissions. The district submission status screen, with submission statuses for different schools, is accessible only by the **District Administrator** and the **District Document Author**.

How to Approve or Return Data for Correction- District Administrator

70

- The **District Administrator** may select a school with the status of “Waiting RCDT Approval” by clicking on the school name link.

Facility Name (click on name for data entry)	Status	Grade Served
Elem School	Waiting RCDT Admin Approval	K,2,4



How to Approve or Return Data for Correction- District Administrator

71

- When there is no student Eye Exam data to submit:

Based on the clarifications above, select one of the following options:

We have student data to report.

We have no student data to report.

Back

Approve Selection

Disapprove Selection

How to Approve or Return Data for Correction- District Administrator

72

- From this screen, the **District Administrator** may choose one of the following options:
 1. Click on “Approve Selection” to approve and submit the data to the **District Administrator**.
 2. Click on “Disapprove Selection” to return the data for corrections.
 3. Click on “Back” to change the selection of options.

How to Approve or Return Data for Correction- District Administrator

73

- When there is student Eye Exam data available to submit:

Attention
Please read carefully before entering and saving data.

1. For Kindergarten, the 'Total Student Count in Selected Grade' must equal the 'Number of Students in the Selected Grade Who Require an Eye Examination'.
2. For grades other than Kindergarten, the 'Total Student Count in Selected Grade' typically will not equal the 'Number of Students in the Selected Grade Who Require an Eye Examination' because, for these other grades, an eye examination is required only for students who have never attended an Illinois school. For example, you have 25 students in grade 5. Of these 25, four students came from out-of-state and one student was home schooled before entering grade 5 at your school; none of these five previously attended an Illinois school. In this case, you should enter '25' in the 'Total Student Count in Selected Grade' field and '5' in the 'Number of Students in the Selected Grade Who Require an Eye Examination' field.
3. The sum of numbers in fields 'a' through 'g' (i.e., a + b + c + d + e + f + g) must equal the number entered in the 'Number of Students in the Selected Grade Who Require an Eye Examination' field.

Select Grade Level

Total Student Count in Selected Grade

Number of Students in the Selected Grade who require an Eye Examination

Please enter the number of students for each category for the selected grade

a. In Compliance with complete eye examination

b. Waiver - The child is enrolled in medical assistance/ALL KIDS, but the family is unable to find a medical doctor who performs eye examinations or an optometrist in the community who is able to examine the child and accepts medical assistance/ALL KIDS.

c. Waiver - The child does not have any type of medical or vision/eye care coverage, the child does not qualify for medical assistance/ALL KIDS, there are no low-cost vision/eye clinics in our community that will see the child, and the family has exhausted all other means and do not have sufficient income to provide the child with an eye examination.

d. Waiver - Due to other undue burden or a lack of access to an optometrist or to a physician who provides eye examinations (must be explicitly stated on the form).

e. Approved appointment scheduled for an eye examination - unprotected but compliant

f. Religious objection - unprotected but compliant

g. Not in compliance(no Eye examination-no waiver-no religious objection-no scheduled appointment)

Please view ALL grades before approving and/or submitting report.



How to Approve or Return Data for Correction- District Administrator

74

- From this screen, the **District Administrator** may choose one of the following options:
 1. Click on the “View Grade” link that corresponds to the appropriate grade under the “Grades Entered” grid to edit existing records.
 2. Click on “Approve Data” to approve and submit the data to **ISBE**.
 3. Click on “Disapprove Data” to return the data for corrections.
 4. Click on “Return to District Summary” to return to the district summary screen.

Final Status

75

- Once the **District Administrator** has reviewed and approved the data in the system, the school will have a final status of “Submitted to ISBE”.

Facility Name (click on name for data entry)	Status	Grade Served
Elem School	Submitted to ISBE	K-2,4

How to Print Summary Reports

76

- To print a **school** Eye Exam data summary, click on “School Summary” on the top menu bar.
- Printing a school summary is possible only when the school eye examination data have been submitted to ISBE.

RCDT: ██████████	Name: ██████████	Authority: ██████████
County: ██████████		
School Summary	District Summary	User Documentation

How to Print Summary Reports

- ***School Summary Report Sample***

Illinois State Board of Education
Data Analysis and Progress Reporting
100 North First Street
Springfield, IL 62777

Student Health Data - Eye Exam

School Eye Exam Summary for Sample School

School Year

In compliance with complete eye examination:	30
Waiver: The child is enrolled in medical assistance/ALL KIDS, but the family is unable to find a medical doctor who performs eye examinations or an Optometrist in the community who is able to examine the child and accepts medical assistance/ALL KIDS:	0
Waiver: The child does not have any type of medical or vision/eye care coverage, the child does not qualify for medical assistance/ALL KIDS, there are no low-cost vision/eye clinics in our community that will see the child, and the family has exhausted all other means and do not have sufficient income to provide the child with an eye examination:	0
Waiver: Due to other undue burden or a lack of access to an Optometrist or to a physician who provides eye examinations(must be explicitly stated on the form):	0
Approved appointment scheduled - compliant:	0
Religious Objection - compliant:	0
Not in compliance (no eye exam - no waiver - no religious obj - no approved appointment):	0
% in compliance:	100
Total enrollment in applicable grades:	30
Total students who require an eye exam:	30



How to Print Summary Reports

78

- To print a **school district** Eye Exam data summary, click on “District Summary” on the top menu bar
- Printing a school district summary is possible only when the eye examination data for all of the eligible schools in the district have been submitted to ISBE.

RCDT: View Details	Name: View Details	Authority: View Details
County: View Details		
School Summary	District Summary	User Documentation

How to Print Summary Reports

- ***School District Summary Report Sample***

Illinois State Board of Education
Data Analysis and Progress Reporting
100 North First Street
Springfield, IL 62777

Student Health Data - Eye Exam

District Eye Exam Summary for Sample District

School Year

In compliance with complete eye examination:	30
Waiver: The child is enrolled in medical assistance/ALL KIDS, but the family is unable to find a medical doctor who performs eye examinations or an Optometrist in the community who is able to examine the child and accepts medical assistance/ALL KIDS:	0
Waiver: The child does not have any type of medical or vision/eye care coverage, the child does not qualify for medical assistance/ALL KIDS, there are no low-cost vision/eye clinics in our community that will see the child, and the family has exhausted all other means and do not have sufficient income to provide the child with an eye examination:	0
Waiver: Due to other undue burden or a lack of access to an Optometrist or to a physician who provides eye examinations(must be explicitly stated on the form):	0
Approved appointment scheduled - compliant:	0
Religious Objection - compliant:	0
Not in compliance (no eye exam - no waiver - no religious obj - no approved appointment):	0
% in compliance:	100
Total enrollment in applicable grades:	30
Total students who require an eye exam:	30



Common Questions

80

- **Q:** After entering my data I do not have an "Approve Data button" to submit for administrator approval?
- **A:** All selected grades must have data entered before the Document Author can approve their data to submit for administrator approval.

In the text box on the right, please enter the total school enrollment. (Total school enrollment is the total number of students for whom your school is their home school.)

Total School Enrollment:

Select from the list on the right all grades served by this school.

More than one grade?

PC Users:
Press and hold the **Ctrl** key on your keyboard and use your mouse to click on each applicable grade from the list.

Mac users:
Press and hold the **Command** key on your keyboard and use your mouse to click on each applicable grade from the list.

Grade(s) Served:

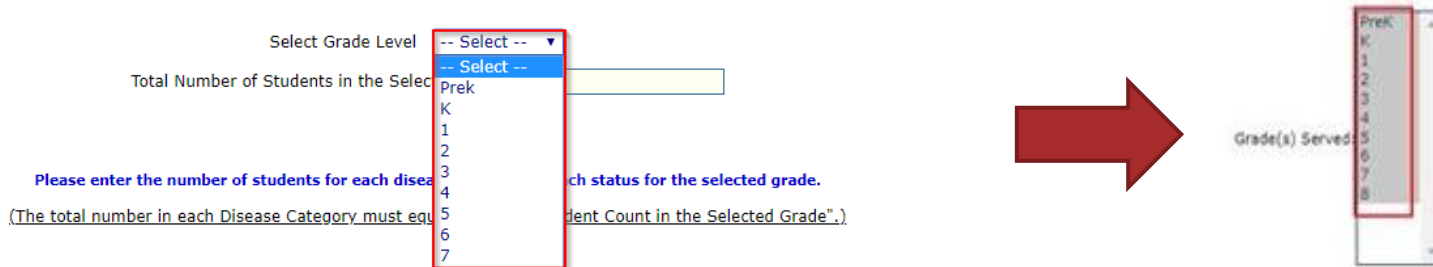
[Next Page](#) [Return to School Listing](#)



Common Questions

81

- **Q:** When I am entering my data I am missing a grade level in the drop down at the top?
- **A:** If a grade is missing from the Grade Level drop down in Data Entry Screen 3, go back to Screen 2 and highlight all correct grades in Grade(s) Served.



Common Questions

82

- **Q:** In the Grade(s) Served section where we can select the grades, I am not seeing a grade that we serve that I need to enter data?
- **A:** If a grade level is missing from the Grade(s) Served box, you will need to update your Grade(s) Served in the Entity Profile System (EPS) in IWAS.

Select from the list on the right **all grades** served by this school.

More than one grade?

PC Users:

Press and hold the **Ctrl** key on your keyboard and use your mouse to click on each applicable grade from the list.

Mac users:

Press and hold the **Command** key on your keyboard and use your mouse to click on each applicable grade from the list.

Grade(s) Served



A screenshot of a web form element labeled "Grade(s) Served". It features a vertical list of grade levels: PreK, K, 1, 2, 3, 4, 5, 6, 7, and 8. The list is enclosed in a rectangular box with a red border, indicating it is the focus of the screenshot.

[Next Page](#)

[Return to School Listing](#)



Illinois
State Board of
Education

Common Questions

83

- **Q:** I am an Administrator and I was told I have Student Health data to Approve. How do I get there?
- **A:** Use the “Documents Pending Approval” link on your IWAS Homepage.

Login: [redacted] DISTRICT / RCDT Administrator

Home

System Listing

Pending Sign Ups

Pending Documents

Change Password

Messages - Inbox

Messages - Archived

Preferences

View Sign Ups

Help

Log Out

Hello [redacted], you last logged in 10/30/2019 2:17:59 PM.

Messages :
3 unread Inbox message(s)
0 unread Archived message(s)

Require Action :
0 Sign-ups pending your approval
2 Documents pending your approval

News Items
Presently there are no active News Items

Copyright © 2019 Illinois State Board of Education

The following table represents the number of documents pending for approval in each system.

#	System Description	Docs Pending
1	Student Health Data - Immunization	1
2	Student Health - Eye Exam	1



Common Questions- Immunization

84

- **Q:** I am getting an error message on all steps 1 & 2.
- **A:** The red indicator under steps 1 & 2 are not errors, they are reminders.
 - Do NOT include students who are categorized as Unprotected but Compliant- see options 3-6 below

Polio

1. Protected and in Compliance with Immunization requirements	<input type="text" value="21"/>
<small>(DO NOT include students in this count who are categorized as unprotected but compliant - see options 3-6 below.)</small>	
2. Unprotected and not in compliance with Immunization requirements	<input type="text"/>
<small>(DO NOT include students in this count who are categorized as unprotected but compliant - see options 3-6 below.)</small>	
3. Medical Reason or Objection - unprotected but compliant	<input type="text"/>
4. Religious Objection - unprotected but compliant	<input type="text"/>
5. Approved/scheduled medical appointment - unprotected but compliant	<input type="text"/>
6. Homeless Education Assistance/McKinney Vento Act - unprotected but compliant	<input type="text"/>

Resources

- [Recorded Webinars](#)
- [Health Requirements\Student Health Data](#)
 - Reports, Data Worksheets, User Guides, Statues, etc.
- [Wellness Homepage](#)



Contacts

86

- For assistance entering data, please contact the Department of Data Strategies and Analytics at datahelp@isbe.net.
- Questions regarding School Health issues and Student Health Immunization/Health Examination policy, please contact the Wellness Department at schoolnurse@isbe.net.
- For technical assistance with IWAS, please contact the ISBE Help Desk at (217) 558-3600.

Question & Answer

87

