



# Illinois State Board of Education

## Student Health Data – Immunization & Eye Exam

SY 2022-2023

Equity • Quality • Collaboration • Community

# Introductions

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

# Webinar Tips

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- Computer speakers
- Headset connected to a computer
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# Agenda

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- Introductions
- Key Dates
- 2023 Major Changes
- Student Health Collection Business Rules
- IWAS Access & Workflow
- System Walkthrough- Immunization & Eye Exam
- Common Questions
- Resources
- Contacts
- Question & Answer



# 2023 Key Dates

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## Student Health Data Key Dates

### Immunization/ Health Examination

IWAS system opens for data entry	<b>09/01/2022</b>
IWAS system deadline for submission	11/15/2022 at 11:59 PM

### Eye Examination

IWAS system opens for data entry	<b>09/01/2022</b>
IWAS system deadline for submission	06/30/2023 at 11:59 PM

### Physical Fitness Assessment

IWAS system opens for data entry	<b>09/01/2022</b>
IWAS system deadline for submission	06/30/2023 at 11:59 PM

### Dental Examination

IWAS system opens for data entry	<b>05/15/2023</b>
IWAS system deadline for submission	06/30/2023 at 11:59 PM



# 2023 Major Changes



- Immunization Collection
  - None
- Eye Exam Collection
  - None



## 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

- State of Illinois Certificate of Child Health Examination 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

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





# Data Submission Process Flow

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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

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- **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

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SY 2023

- Immunization Health Data
  - IWAS Data Submission Walkthrough

# Getting Started- Immunization

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- 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.

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# Getting Started- Immunization

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- 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 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

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- 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' page. The header includes the ISBE logo and the names of the Chairman and State Superintendent of Education. Below the header, there is a navigation menu on the left with 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 descriptions.

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?](#)

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



# Level of Access

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

Facility Name (click on name for data entry)	Status	Grade Served	School Enrollment	Update By	Update On
<a href="#">Whoville Elementary School</a>	No activity				
<a href="#">Whoville Junior High School</a>	No activity				
<a href="#">Whoville High School</a>	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
<a href="#">Whoville Elem. School</a>	No activity		0		



# Data Entry Screen 1

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- 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.

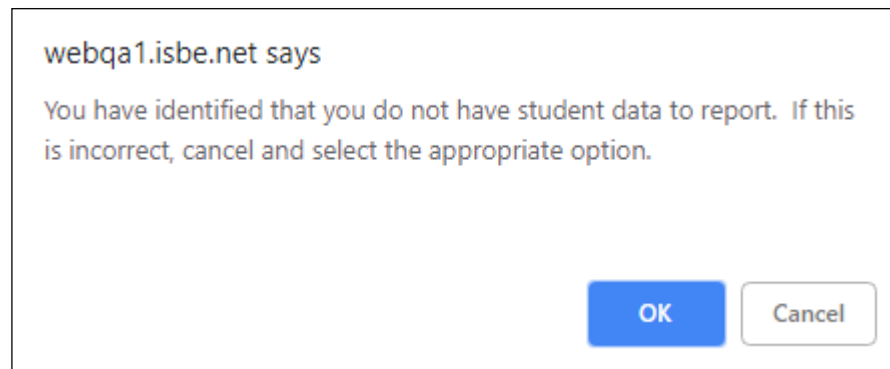
We have no student data to report.



# Data Entry Screen 1- Completion

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- 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

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- 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] Elem School Authority: [dropdown]

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 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.  
(This school is not the home school for any student.)

Back Next



# Data Entry Screen 2

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- 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

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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

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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

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- 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..

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- 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: [Field]  
County: [Field]

Name: [Field]  
School: [Field] Elem School

Authority: [Field]

Grades Entered	
1	<a href="#">View Grade</a> <a href="#">Delete Grade</a>
6	<a href="#">View Grade</a> <a href="#">Delete Grade</a>
K	<a href="#">View Grade</a> <a href="#">Delete Grade</a>

Select Grade Level: -- Select --

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



# Error Messages

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- 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](mailto:datahelp@isbe.net)



# Data Screen 3 Continued..

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- 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..

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- 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.”

<- 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.

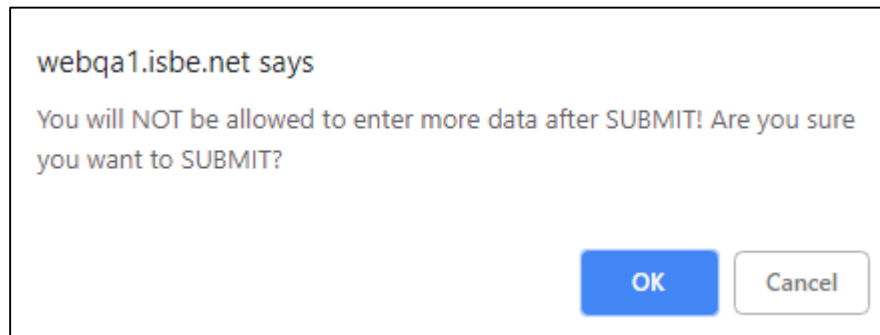
View Summary   **Approve Data**

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  
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# Data Screen 3 Completion

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- 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

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

The screenshot displays the 'Student Health Data Immunization' interface. At the top left is the Illinois State Board of Education logo. The page title is 'Student Health Data Immunization'. In the top right corner, there are links for 'Data Analysis', 'ISBE HOME', 'HELP', and 'LOGOUT', along with a 'SESSION TIMEOUT 19:57' indicator. Below the header, there are fields for 'RCDS: [blank]', 'County: [blank]', 'Name: [blank]', and 'School: [blank] Elem School'. An 'Authority:' field is also present. A table titled 'Grades Entered' shows three rows: '1', '6', and 'K', each with 'View Grade' and 'Delete Grade' links. Below the table is a 'Select Grade Level' dropdown menu set to '-- Select --'. A 'Total Number of Students in the Selected Grade' field is empty. A red-bordered box at the bottom contains the following text: 'Data has been submitted to :RCDT Administrator' and '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)'.

Grades Entered	
1	<a href="#">View Grade</a> <a href="#">Delete Grade</a>
6	<a href="#">View Grade</a> <a href="#">Delete Grade</a>
K	<a href="#">View Grade</a> <a href="#">Delete Grade</a>

Select Grade Level: -- Select --

Total Number of Students in the Selected Grade:

**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

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- 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**

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- 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

32

- 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

RCDS: [ ] County: [ ] Name: [ ] School: [ ] Authority: [ ]

Grades Entered	
1	<a href="#">View Grade</a> <a href="#">Delete Grade</a>
6	<a href="#">View Grade</a> <a href="#">Delete Grade</a>
K	<a href="#">View Grade</a> <a href="#">Delete Grade</a>

Select Grade Level -- Select --

Total Number of Students in the Selected Grade [ ]

<- 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**

33

- 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**

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- 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

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- 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
<a href="#">Elem School</a>	Waiting RCDT Admin Approval	K,2,4



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

36

- 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**

37

- 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

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- 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	<a href="#">View Grade</a> <a href="#">Delete Grade</a>
6	<a href="#">View Grade</a> <a href="#">Delete Grade</a>
K	<a href="#">View Grade</a> <a href="#">Delete Grade</a>

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**

39

- 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

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- 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
<a href="#">Elem School</a>	Submitted to ISBE	K-2,4





# How to Print Summary Reports

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- 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: <a href="#">RCDT</a>	Name: <a href="#">Name</a>	Authority: <a href="#">Authority</a>
County: <a href="#">County</a>		
<a href="#">School Summary</a>	<a href="#">District Summary</a>	<a href="#">User Documentation</a>



# 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**

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

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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
<b>Student Enrollment and Compliance</b>											
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

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- 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: <a href="#">#00000000000000000000</a>	Name: <a href="#">Linda CLARK</a>	Authority: <a href="#">#00000000000000000000</a>
County: <a href="#">Madison</a>		
<a href="#">School Summary</a>	<a href="#">District Summary</a>	<a href="#">User Documentation</a>



# 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

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**Student Health Data - Immunization**

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District Immunization Summary for **00000000000000000000**

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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
<b>Student Enrollment and Compliance</b>											
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

45

SY 2023

- Eye Exam Health Data
  - IWAS Data Submission Walkthrough



# Getting Started- Eye Exam

46

- 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**

**Forgot Your Password?**  
If you have forgotten your login name or password, click on the link below.  
[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.

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# Getting Started- Eye Exam

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- 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". In the center, there is a "Messages" section with two links: "1 unread Inbox message(s)" and "0 unread Archived message(s)". Below that is a "Require Action" section with two links: "0 Sign-ups pending your approval" and "0 Documents pending your approval". On the right side, there is a message stating "We have your email address listed as:" followed by a redacted email address and a link "click here" to update it.

# Getting Started- Eye Exam

48

- 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**

The screenshot shows the 'My Systems' page. On the left is a navigation menu with links: Home, System Listing, Pending Documents, Change Password, Messages - Inbox, Messages - Archived, Contact Us, Help, Log Out, and IWAS Training Video. The main content area is titled 'My Systems' and contains a message: '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.' Below this message is a table with two columns: 'Categories - Click to Expand/Collapse Tree' and 'Authorization'. The 'Categories' column has a tree view with 'Reporting' and 'Annual' sub-categories. The 'Annual' category is expanded, showing a list of systems: 'Student Health - Eye Exam', 'Student Health Data - Dental', 'Student Health Data - Immunization', and 'Student Health Data - Physical Fitness'. Each system entry has an information icon, a calendar icon, a profile icon, and an 'Authorized' button. A legend at the bottom explains the icons: 'i' for System Description - Detailed, 'calendar' for Due Dates, and 'person' for Profile. There is also a link 'Want to Signup for Other Systems?' and a copyright notice '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

49

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

Facility Name (click on name for data entry)	Status	Grade Served	School Enrollment	Update By	Update On
<a href="#">Whoville Elementary School</a>	No activity				
<a href="#">Whoville Junior High School</a>	No activity				
<a href="#">Whoville High School</a>	No activity				

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

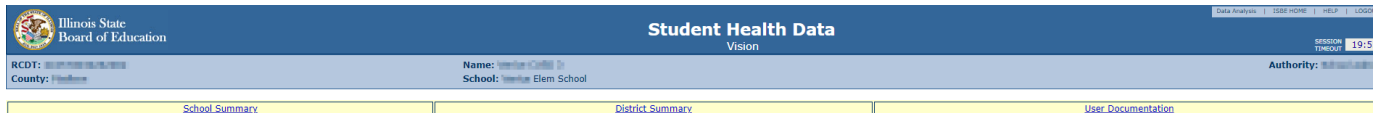
Facility Name (click on name for data entry)	Status	Grade Served	School Enrollment	Update By	Update On
<a href="#">Whoville Elem School</a>	No activity		0		



# Data Entry Screen 1

50

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



Illinois State Board of Education

Student Health Data  
Vision

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

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 IWAIS 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:

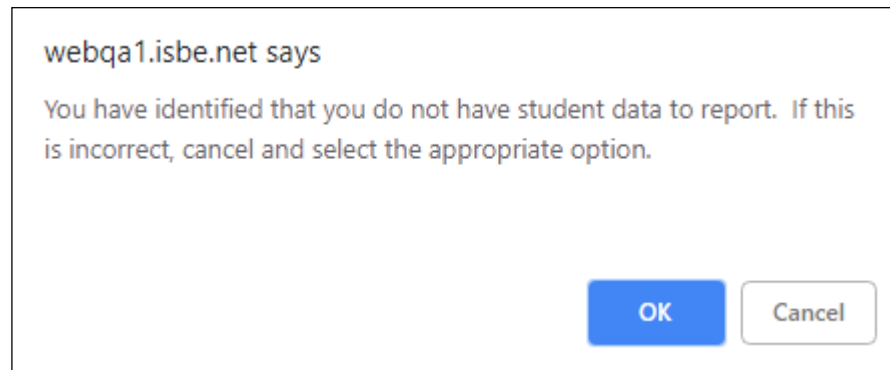
- We have student data to report.
- We have no student data to report.

Back Approve Selection

# Data Entry Screen 1- Completion

51

- 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

52

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

The screenshot shows the 'Student Health Data' entry screen for 'Vision'. At the top, there is a navigation bar with the Illinois State Board of Education logo, the title 'Student Health Data', and links for 'Data Analysis', 'DSSE HOME', 'HELP', and 'LOGOUT'. Below this, a header section displays 'RCDT: [redacted]', 'County: [redacted]', 'Name: [redacted]', 'School: [redacted] Elem School', and 'Authority: [redacted]'. A session timeout indicator shows '19:58'. Below the header are three tabs: 'School Summary', 'District Summary', and 'User Documentation'. A red warning message states: 'Please read carefully before making a selection.' Underneath is a grey box titled 'A. Eye Examination Requirements' with two bullet points: 'All children entering kindergarten are required to have an eye examination.' and 'Children entering grades 1-12 in an Illinois school for the first time are required to have an eye examination.' Below this, explanatory text states: '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).' Below the text, it says 'Based on the clarifications above, select one of the following options:'. There are two radio button options: 'We have student data to report.' (which is selected and highlighted with a red box) and 'We have no student data to report.'. At the bottom, there are 'Back' and 'Next' buttons, with the 'Next' button highlighted with a red box.

# Data Entry Screen 2

53

- 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

54

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

55

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

56

- 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

57

- 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  
Vision

RCDS:  Name:   
County:  School:  Elem School Authority:

Grades Entered	
2	<a href="#">View Grade</a> <a href="#">Delete Grade</a>
4	<a href="#">View Grade</a> <a href="#">Delete Grade</a>
K	<a href="#">View Grade</a> <a href="#">Delete Grade</a>

**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

58

- 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](mailto:datahelp@isbe.net)



# Data Entry Screen 3

59

- 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

**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.

# Data Entry Screen 3

61

- 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

62

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

Grades Entered		
2	<a href="#">View Grade</a>	<a href="#">Delete Grade</a>
4	<a href="#">View Grade</a>	<a href="#">Delete Grade</a>
K	<a href="#">View Grade</a>	<a href="#">Delete Grade</a>

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

63

- 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

64

- 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

65

- 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

66

- 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

67

- 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

68

- 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
<a href="#">Elem School</a>	Waiting RCDT Admin Approval	K,2,4



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

69

- 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

70

- 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

71

- 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

72

- 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

73

- 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
<a href="#">Elem School</a>	Submitted to ISBE	K-24

# How to Print Summary Reports

74

- 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: ██████████					
<a href="#">School Summary</a>		<a href="#">District Summary</a>		<a href="#">User Documentation</a>	

# How to Print Summary Reports

75

- ***School Summary Report Sample***

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

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**Student Health Data - Eye Exam**

School Eye Exam Summary for Sample School

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School Year

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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

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- 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: <a href="#">View Details</a>	Name: <a href="#">View Details</a>	Authority: <a href="#">View Details</a>
County: <a href="#">View Details</a>		
<a href="#">School Summary</a>	<a href="#">District Summary</a>	<a href="#">User Documentation</a>

# 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

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**Student Health Data - Eye Exam**

District Eye Exam Summary for Sample District

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School Year

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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

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- **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

A vertical list of grade levels: PreK, K, 1, 2, 3, 4, 5, 6, 7, 8. The list is enclosed in a scrollable container with a red border.

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[Return to School Listing](#)



# Common Questions

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- **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.

Select Grade Level

Total Number of Students in the Selected Grade Level

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

Each status for the selected grade.

-- Select --
-- Select --
Prek
K
1
2
3
4
5
6
7



Grade(s) Served

PreK
K
1
2
3
4
5
6
7
8

# Common Questions

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- **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



The image shows a screenshot of a web form. On the right side, there is a dropdown menu labeled 'Grade(s) Served'. The dropdown is open, showing a list of grade levels: PreK, K, 1, 2, 3, 4, 5, 6, 7, and 8. The list is enclosed in a red rectangular box. Below the dropdown, there are two buttons: 'Next Page' and 'Return to School Listing'.

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[Return to School Listing](#)





# Common Questions

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- **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

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

Messages :

- 2 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

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

#	System Description	Docs Pending
1	<a href="#">Student Health Data - Immunization</a>	1
2	<a href="#">Student Health - Eye Exam</a>	1

# Common Questions- Immunization

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- **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](#)
  
- Upcoming Webinar: 2023 Physical Fitness Collection
  - November 2022 TBD



# Contacts

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

# Question & Answer

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