

October 3, 2022

**MEMORANDUM**

**TO:** All School Administrators

**FROM:** Colleen Roberts, Assistant Superintendent

**SUBJECT:** Immunization against Tetanus and/or Hepatitis B

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There is a small possibility that communicable diseases such as Tetanus and Hepatitis B may be transmitted to staff by students via biting. This may occur when a bite results in breakage of the skin, followed by direct contact of bodily fluids such as saliva. If you have staff who are supporting students who may communicate their needs through biting behaviours, immunization against Tetanus and Hepatitis B may be requested. The decision to be immunized is voluntary.

The Request for Tetanus Shot and/or Hepatitis B Immunization form is available on our portal [Request for Hepatitis B Immunization](#) and must be completed prior to immunization and submitted to my attention for approval. Following approval, costs will be reimbursed on the provision of a receipt.

Please note that any person born in 1989 or later is eligible to receive Hepatitis B free of charge.

/ah

Copy Troy Scott, Assistant Superintendent  
Jaclyn Koskie, Coordinator of Clinical Services  
Student Services Consultants  
Occupational Therapists  
Lorie Carriere, Workplace Safety & Health Officer