



NC DEPARTMENT OF
**HEALTH AND
HUMAN SERVICES**

JOSH STEIN • Governor

DEVPUTTA SANGVAL • Secretary

KELLY KIMPLE • Director, Division of Public Health

September 15, 2025

MEMORANDUM

TO: North Carolina School Administrators, Nurses and Staff

FROM: Anne Odusanya, Assistant Director *AO* Beth Meadows, MSN, RN, CPHN *BM*
Whole Child Health Section
Division of Child & Family Well-Being
Interim Branch Director
Provider Clinical Services Unit Lead
Immunization Branch
Division of Public Health

SUBJECT: Annual Health Assessment and Compliance Reporting for Public Schools

All North Carolina public schools, including public charter schools are required annually to report on the status of Health Assessments for those students who are enrolling for the first time in a North Carolina public or public charter school ([§ 130A-441\(c\)](#)), and the immunization status of all students in kindergarten, seventh, and twelfth grade ([G.S. 130A-155\(c\)](#)).

How to Submit the Report

- The reporting portal is now open, and reports may be completed at any time prior to the due date [via this link](#).
- Students must be compliant with all requirements within 30 calendar days from the first day of school attendance.
- Compliance reports are due no later than **November 1, 2025**.
- Instructions and worksheets are available via the above link and may be used to collect the data needed before entering your individual school information online.
- Questions regarding Health Assessments and the reporting process may be directed to your [Regional School Health Nurse Consultant](#).
- Immunization Report questions can be emailed to immunization.reports@dhhs.nc.gov.

NC DEPARTMENT OF HEALTH AND HUMAN SERVICES • DIVISION OF PUBLIC HEALTH

LOCATION: 5605 Six Forks Road, Building 3, Raleigh, NC 27609
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www.ncdhhs.gov • TEL: 919-707-5000 • FAX: 919-870-4829

AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER

Annual Reporting Webinar on September 30, 2025

The North Carolina Immunization Program (NCIP) will host a webinar on September 30, 2025, at 12pm ET to provide instructions on completing the report, information on immunization requirements, and a forum to answer any questions regarding immunization reporting.

[Please register here in advance to attend.](#) If you are unable to join the webinar on a computer, you can dial in at +1.669.254.5252. Meeting ID: 161 448 9400 Passcode: 309196

Please ensure this information is shared with appropriate staff members.

Thank you for your support of children's health and childhood immunizations.

Cc: Regional School Health Nurse
Regional Immunization Consultants
Regional Immunization Nurse Consultants
Anne Odusanya, DrPH, MPH, Assistant Director for the Division of Child and Family Well-Being, Whole Child Health
Dr. Ellen Essick, Department of Public Instruction Section Chief, NC Healthy Schools
Dr. Zack Moore, Epidemiology Section Chief
Amanda Fuller Moore, PharmD, Deputy Epidemiology Section Chief
Bobby Dixon, Director, Department of Non-Public Education