

**MONTGOMERY COUNTY PUBLIC SCHOOLS****Hepatitis B Virus Vaccination Authorization**  
**CONFIDENTIAL**

Department of Systemwide Safety and Emergency Management, Systemwide Safety Programs  
MONTGOMERY COUNTY PUBLIC SCHOOLS (MCPS)  
45 West Gude Drive, Suite 4000, Rockville, Maryland 20850

**INSTRUCTIONS: MCPS staff must complete Section I of this form and send to the Systemwide Safety Programs office BEFORE taking the form to Medical Access. The form can be faxed to 301-279-3061, scanned and sent by email to Peter\_Park@mcpsmd.org, or sent via Pony to the address above.** Preventive vaccinations are offered free of charge for all MCPS staff\* who are required to take annual bloodborne pathogens exposure prevention training (\*listed in the MCPS Bloodborne Pathogens Exposure Control Plan found on the [MCPS Bloodborne Pathogen Information](#) webpage), and/or MCPS staff who experience a bloodborne pathogen exposure incident. Employees should take this completed form to the health care center listed below to receive the preventive vaccination. MCPS staff who decline the vaccination, are required to submit [MCPS Form 230-31, Mandatory Hepatitis B Virus Vaccination Declination Statement](#) annually. Questions regarding the MCPS Bloodborne Pathogens program may be directed to Systemwide Safety Programs at 240-314-1070.

**Note:** All medical records shall be kept confidential and may not be disclosed or reported without the employee's express written consent to any person within or without the workplace except as required by law, but may be reviewed and copied by the employee who is the subject of the file.

**EMPLOYEE MUST CALL FOR APPOINTMENT****MEDICAL ACCESS**

12321 Middlebrook Road  
Germantown, MD 20874

**Telephone:** 301-428-1070

**HOURS BY APPOINTMENT ONLY****SECTION I: TO BE COMPLETED BY THE MCPS EMPLOYEE (Please Print)**

Employee Name \_\_\_\_\_  
Employee ID Number \_\_\_\_\_ Position Class Code \_\_\_\_\_ Social Security # \_\_\_\_ - \_\_\_\_ - \_\_\_\_\_  
Job Title \_\_\_\_\_ Work Location/Program \_\_\_\_\_

**SECTION II: TO BE COMPLETED BY SYSTEMWIDE SAFETY PROGRAMS**

The following test(s)/immunization(s) is/are needed to this employee:

**Authorized by:**

Montgomery County Public Schools  
Systemwide Safety Programs  
45 W. Gude Drive, Suite 4000  
Rockville, Maryland 20850

Signature, Systemwide Safety Programs \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

## HEPATITIS B VIRUS VACCINATION INFORMATION

### A. HEPATITIS B VIRUS

Hepatitis B is an infection of the liver caused by the hepatitis B virus (HBV). HBV is one of several types of viruses (infections) that can cause hepatitis. HBV infection may occur in two phases. The acute phase occurs just after a person becomes infected, and can last from a few weeks to several months. Some people recover after the acute phase, but others remain infected for the rest of their lives. They go into the chronic phase and become "chronic carriers." The virus remains in their liver and blood. Hepatitis B is passed from one person to another in blood or certain body secretions.

### B. HEPATITIS B VACCINE

There is a vaccine that will prevent HBV infection. The hepatitis B vaccine is given by injection. Three doses are needed for full protection. For adults, the first two doses are given one month apart, and the third dose is given approximately five months after the second. The vaccine prevents HBV infection in 85%–95% of people who get all three shots. Studies have shown that in these people, protection lasts at least 10 years. A person cannot get hepatitis B or AIDS from a hepatitis B shot.

### C. INDICATIONS

Hepatitis B vaccine is recommended for adults at high risk of getting HBV infection. This includes people who are exposed to blood or blood products in their work. Hepatitis B vaccine is also recommended for people who have been exposed to HBV. This includes people who have never been vaccinated for hepatitis B, and who have an accident in which blood containing HBV enters their body through the skin or mucous membrane. In some cases, hepatitis B vaccine should be started at the same time as treatment with hepatitis B immune globulin (HBIG). HBIG gives protection from the virus for the first 1 to 3 months; then the vaccine takes over and gives long lasting protection.

### D. SIDE EFFECTS AND ADVERSE REACTIONS

The most common side effect of hepatitis B vaccination is soreness where the shot is given. HBIG has sometimes been associated with swelling and hives. As with any drug, there is a slight chance of allergic reactions with either the vaccine or HBIG. However, no serious reactions have been shown to occur due to the hepatitis B recombinant vaccines. (These are the ones currently in use.) A person cannot get hepatitis B or AIDS from a hepatitis B shot or from an HBIG shot.

### E. PREGNANCY

Very little information is available about the safety of the vaccine or HBIG for unborn babies. If a pregnant woman gets an HBV infection, it can cause severe disease in the mother and chronic HBV infection in the newborn baby. On the other hand, both the vaccine and HBIG should be safe for the unborn baby because they contain no infectious material. ***Pregnant women may wish to consult their obstetricians prior to being vaccinated.***

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Source: U.S. Department of Health and Human Services  
Public Health Service  
Centers for Disease Control and Prevention