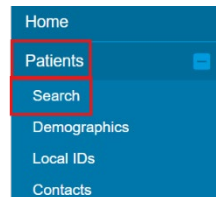**How to Look Up an Exemption in NMSIIS**
(Approved and Disapproved)

To Check for an Approved Exemption:

1. First search for the student by clicking **Patients** then **search** in the menu on the left-hand side of NMSIIS

2. Enter the first three letters of the students first and last name and/or DOB and click **Search**
3. In the search results, find the student you are searching for and click the arrow for the dropdown next to **Demographics** and then click **Exemptions**.
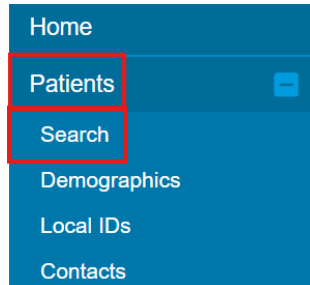

4. On this page, the column titled **Vaccine Group** lists which vaccine(s) the student is exempted from
5. **Exemption Reason** shows the type of exemption the student has/had (religious or medical)
6. **Begin Date** is when the exemption start(ed) and the **End Date** the exemption end(ed)
7. **Status** show if the exemption in place is currently **Active** or **Inactive**

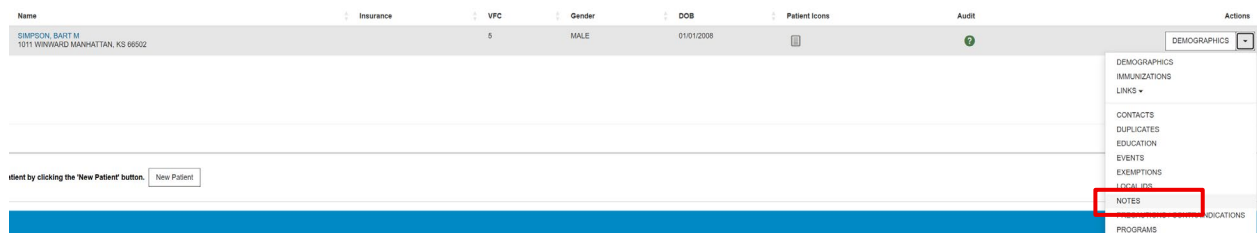| Vaccine Group		Exemption Reason		Precautions / Contraindications		Begin Date	End Date		Status
DTaP / TD / Tdap		Religious Exemption A.3				08/01/2025	08/01/2026		ACTIVE
Hep A		Religious Exemption A.3				08/01/2025	08/01/2026		ACTIVE
Hep B		Religious Exemption A.3				08/01/2025	08/01/2026		ACTIVE
Hib		Religious Exemption A.3				08/01/2025	08/01/2026		ACTIVE

To Check for Disapproved Exemption:

1. First search for the student by clicking **Patients** then **search** in the menu on the left-hand side of NMSIIS

2. Enter the first three letters of the students first and last name and/or DOB and click **Search**

3. In the search results, find the student you are searching for and click the arrow for the dropdown next to **Demographics** and then click **Notes**.

4. If the student has a disapproved exemption (or a mailed exemption that was returned as undeliverable), it will be listed in the notes.
   Note: The date shown in the beginning of the note (in red box below), indicates the date the exemption was received, and the description in the note indicates the reason the exemption was disapproved

Patient Notes ⓘ

Note Type	Note Date	Note
SCHOOL	12/30/2025	12/5, Exemption Disapproved, Affidavit doesn't reference vaccines and/or religion

Note: If the student does not have an approved exemption nor a note indicating the form was disapproved, it is likely that the form either has not been received by the Immunization Program or was so recently received that it is in process. In this case, please contact our program at the NMSIIS Help Desk (833) 882-64564 or email us at NMSIIS.Access@doh.nm.gov