

# Hepatitis B Vaccination Acceptance or Declination Form

Hepatitis B is a serious disease that affects the liver. It is caused by the hepatitis B virus (HBV) and it spread through contact with the blood or other body fluids of an infected person. The vaccine to prevent Hepatitis B is usually given in a series of three shots. The vaccine series has proven to give long-term protection from HBV infection, possibly lifelong.

I understand that due to my occupational exposure to blood or other potentially infectious materials, I may be at risk of acquiring Hepatitis B Virus (HBV) infection.

## Employee Information

Employee/Volunteer Name (Print): \_\_\_\_\_ Department: \_\_\_\_\_

Job Title: \_\_\_\_\_ Supervisor: \_\_\_\_\_

### Please select ONE (1) of the following:

#### Acceptance

I understand the benefits and risk of the vaccine and I consent to receive the vaccine at no cost to me. I understand that I am responsible for keeping my appointments in accordance with the recommended vaccine series (three injections; initial, one month later; and last injection within five months of the second injection).

Employee/Volunteer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

#### Declination

I understand that due to my occupational exposure to blood or other potentially infectious materials, I may be at risk of acquiring Hepatitis B Virus (HBV) infection. I have been given the opportunity to be vaccinated with hepatitis B vaccine, at no charge to myself. However, I decline the Hepatitis B vaccination at this time. I understand that by declining this vaccine, I continue to be at risk of acquiring Hepatitis B, a serious disease. If in the future I continue to have occupational exposure to blood or other potentially infectious materials, and I want to be vaccinated with Hepatitis B vaccine, I can receive the vaccination series at no charge to me.

Employee/Volunteer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

#### Vaccination Previously Received

I have already received the Hepatitis B vaccination:    Approximate Date: \_\_\_\_\_

Employee/Volunteer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Digital Signature Instructions

Require Adobe Acrobat Reader DC – Download Link <https://acrobat.adobe.com/us/en/acrobat/pdf-reader.html>

Clicking on the signature box will prompt to create a new digital signature or use existing digital signature.

I hereby swear/affirm that the information as set forth above is true and correct. I understand that false swearing is a misdemeanor pursuant to Section 4903 of the Crimes Code.

Name:  Signature:

Date:

Witness:  Signature:

Date:

### If the employee is a minor:

Parent/Legal Guardian Name:  Signature:

Date:

Select "Create a new digital ID" and Continue

### Configure a Digital ID for signing

A Digital ID is required to create a digital signature. The most secure Digital IDs are issued by trusted Certificate authorities and are based on secure devices like smart card or token. Some are based on files.

You can also create a new Digital ID, but they provide a low level of identity assurance.

Select the type of Digital ID:

- Use a Signature Creation Device  
Configure a smart card or token connected to your computer
- Use a Digital ID from a file  
Import an existing Digital ID that you have obtained as a file
- Create a new Digital ID  
Create your self-signed Digital ID

Select either option to protect your self-signed digital ID.

The first option will require your password every time you sign a document with your digital signature. The second option saves the digital signature to your computer.

For this example, the first option to “Save to File” was selected and continue.

### Select the destination of the new Digital ID ✕

Digital IDs are typically issued by trusted providers that assure the validity of the identity. Self-signed Digital ID may not provide the same level of assurance and may not be accepted in some use cases.

Consult with your recipients if this is an acceptable form of authentication.

- Save to File**  
Save the Digital ID to a file in your computer
- Save to Windows Certificate Store**  
Save the Digital ID to Windows Certificate Store to be shared with other applications

? Back Continue

Complete the required fields.

### Create a self-signed Digital ID ✕

Enter the identity information to be used for creating the self-signed Digital ID.

Digital IDs that are self-signed by individuals do not provide the assurance that the identity information is valid. For this reason they may not be accepted in some use cases.

Name	<input type="text" value="Enter Name..."/>
Organizational Unit	<input type="text" value="Enter Organizational Unit..."/>
Organization Name	<input type="text" value="Enter Organization Name..."/>
Email Address	<input type="text" value="Enter Email..."/>
Country/Region	<input type="text" value="US - UNITED STATES"/>
Key Algorithm	<input type="text" value="2048-bit RSA"/>
Use Digital ID for	<input type="text" value="Digital Signatures"/>

Email address is not valid

? Back Continue

You will be prompted to create a strong password for the signature and click on Save

### Save the self-signed Digital ID to a file ✕

Add a password to protect the private key of the Digital ID. You will need this password again to use the Digital ID for signing.

Save the Digital ID file in a known location so that you can copy or backup it.

Your Digital ID will be saved at the following location :

C:\Users\zhou\AppData\Roaming\Adobe\Acrobat\DC\ Browse

**Apply a password to protect the Digital ID:**

.....

**Confirm the password:**

.....

? Back Save

For this example, the second option of “Save to Windows Certificate Store” was selected.

### Select the destination of the new Digital ID ✕

Digital IDs are typically issued by trusted providers that assure the validity of the identity. Self-signed Digital ID may not provide the same level of assurance and may not be accepted in some use cases.

Consult with your recipients if this is an acceptable form of authentication.

**Save to File**  
Save the Digital ID to a file in your computer

**Save to Windows Certificate Store**  
Save the Digital ID to Windows Certificate Store to be shared with other applications

? Back Continue

Complete the required fields and click Save

## Create a self-signed Digital ID



Enter the identity information to be used for creating the self-signed Digital ID.

Digital IDs that are self-signed by individuals do not provide the assurance that the identity information is valid. For this reason they may not be accepted in some use cases.

Name	<input type="text" value="Enter Name..."/>
Organizational Unit	<input type="text" value="Enter Organizational Unit..."/>
Organization Name	<input type="text" value="Enter Organization Name..."/>
Email Address	<input type="text" value="Enter Email..."/>
Country/Region	<input type="text" value="US - UNITED STATES"/>
Key Algorithm	<input type="text" value="2048-bit RSA"/>
Use Digital ID for	<input type="text" value="Digital Signatures"/>



Back

Save

## Signing with a digital signature

Click on the signature box to digitally sign your document.

**I hereby swear/affirm that the information as set forth above is true and correct. I understand that false swearing is a misdemeanor pursuant to Section 4903 of the Crimes Code.**

Name:

Signature:

Date:

Witness:

Signature:

Date:

**If the employee is a minor:**

Parent/Legal Guardian Name:

Signature:

Date:

If you create your digital signature with a password (Digital ID file), you will be prompted for a password before you can sign the document.

**Sign with a Digital ID** ✕

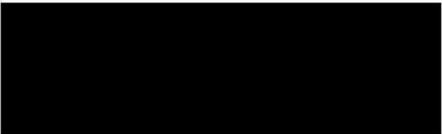
Choose the Digital ID that you want to use for signing: Refresh

-  [Redacted] (Windows Digital ID)  
Issued by: [Redacted] Expires: 2025.04.07 View Details
-  [Redacted] (Digital ID file)  
Issued by: [Redacted] Expires: 2025.04.07 View Details

? Configure New Digital ID Cancel Continue

**Sign as "[Redacted]"** ✕

Appearance Standard Text Create

 Digitally signed by   
Date: 2020.04.07  
12:11:59 -04'00'

View Certificate Details

Review document content that may affect signing Review

Back Sign

The document will then require you to save the document to complete the signature process.

Signature using Windows Digital ID will just be signed after clicking on the digital signature, continue sign and saving the document.

### Sign with a Digital ID ✕

Choose the Digital ID that you want to use for signing: Refresh

-  [Redacted] (Digital ID file) View Details  
Issued by: [Redacted] Expires: 2025.04.07
-  [Redacted] (Windows Digital ID) View Details  
Issued by: [Redacted] Expires: 2025.04.07

? Configure New Digital ID Cancel Continue

### Sign as "[Redacted]" ✕

Appearance Standard Text ▼ Create

  
  
**Digitally signed by [Redacted]**  
**Date: 2020.04.07 12:14:35 -04'00'**

Lock document after signing View Certificate Details

Review document content that may affect signing Review

Back Sign