

THE NORTH THORESBY PRACTICE

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Phase 3 Covid Vaccinations - Practice delivery protocol

Introduction

This document is to assist staff in the delivery of the phase 3 covid vaccination programme. Pfizer/BionTech boosters will be made available to the surgery, whereby competent healthcare staff will administer.

Booster vaccinations to only be given on the day, where the second vaccination has exceeded 6 months since administered.

All staff to have recently completed the; Covid 19, resuscitation and anaphylaxis modules, via the e-learning for health website. This training is to be evidenced by certificates whereby Matrix tables will be completed to demonstrate staff competencies.

Preparation

The practice will ensure there is suffice supplies available, to ensure a successful delivery outcome of the booster vaccinations.

- Adequate competent staffing
- PPE- gloves, aprons, masks and handwashing facilities.
- Sharps boxes
- Syringes and needles
- Covid 19 Pfizer vials
- Clinical wipes

- Cotton wool balls
- Emergency equipment and medications
- Administrative staff- to greet, screen and direct and to complete pinnacle documentation.
- PGDS, supporting Green book guidance and flow charts for history of allergies.
- Observational staff
- Labels and red sharpie pens.

Delivery

- There will be two staff members situated in the treatment room to complete the preparation and the drawing up of the vaccine as per national guidelines. This room will provide a safe, quiet and clean area for reconstitution and the drawing up of the vaccines. Spacing will allow for staff to complete this as per guidance and ensure all paperwork will be completed, ie dilution worksheet
- There will be four staff members who will be situated in a consulting room each, two to be assigned for covid booster vaccination and two for flu vaccinations
- Surgery staff to meet and greet patients in the car park and signpost entrance using the side door entrance- to promote a one way system.
- Admin staff will confirm patient identities and ascertain the vaccinations required, ensuring their second covid 19 dose was given 6 or more months ago, as per guidance.
- The patient will be signposted to the relevant treatment room to be screened and vaccinated.
- Whereby a patient requires both covid booster and flu, the covid booster will be given first, to help reduce observational time once assigned to the observational area.
- Covid vaccinators will greet patients and complete the screening questions to ensure the patient can safely receive the vaccine, referring to the guidance's and PGD's. The screening process will include whether the patient has any severe allergies that have resulted in ICU admission and whether the individual carries an epipen. Additionally, the patient will be asked if they are

systemically well to receive vaccine and whether they are on any anticoagulants. It is also important for the vaccinator to ask whether the patient has tested positive for Covid 19 in the past 28 days.

- The vaccinator will gain patient consent, prior to the administration of the vaccine.
- Once the vaccinator has administered the covid vaccine, a sticker will be completed with the time the vaccination was administered and applied to the patient. This is to help the patient and/or observer ascertain when the 15 minute period is up.
- The patient will then be signposted to clinic for flu vaccine administration or observational area.
- The observational area is located in the surgeries main waiting area, present will be a staff member observing, whereby will contain emergency drugs/ equipment.
- The waiting area will also ensure seating is positioned to maintain social distancing, ensure adequate supplies of sanitiser and wipes for decontamination. Additionally a clock will be located within the waiting area for patients and the observer to refer to, to manage the 15 minute period. Furthermore waste bins will provided for the disposal of stickers.
- Once the 15 minute observational period has been completed, the observers will signpost the patient to the exit to ensure a one way system is maintained at all times.

Completed By Gemma Hooper

To be reviewed in 6 months or before as indicated