# PLANNING FOR COVID-19 VACCINE DELIVERY IN OFFICES April 2021



BEFORE
THE VACCINE
GETS TO
YOUR
OFFICE...

NIH research in collaboration with world research centers CDC endorsement and budgeting for US coverage using public funds Coordinate with State, local health departments and Association of Immunization Managers

FDA approval and risk/efficacy profile of individual vaccine types

Contracts with distributors

# GET READY...

#### BRING THE ENTIRE TEAM INTO THE PLANNING PROCESS - ROLE IN RESPONSE

YOU MUST OPT IN!

Enroll as vaccine provider with department of health - ADHS provider onboarding tool



BE DETAILED

ANTICIPATE EXPANSION

- Designate staff and sites for implementation
- Secure storage equipment and supplies for any vaccine possibility
- Detail hours and locations of immunization services
- Credential and <u>train staff:</u> pharmacy, dental, medical, behavioral as possibilities
- Secure refrigerator/freezers, storage space, supplies, PPE, electronic records, data logger
- **Budget costs**

### PARTNERS IN VACCINE DISTRIBUTION

# **CDC** Allocates Vaccine to state/groups. Report # doses Vaccine Finder **REPORTING DOSES** STATE HEALTH Total # of Doses to Vaccine Finder & County Health Patient records/inventory ASIIS Federal doses reported to VTrcKS Doses to **ASIIS** FQHCS, IHS, PHARMACY VTrcKS COUNTY Join TAPI COVID-19 Trainings County process reporting dose # **HOSPITALS CLINICS PHARMACIES**

# GET SFT

# **CORE LEADERSHIP TEAM OVERSEES FOUR MAJOR PLANNING AREAS**



#### DESIGN WORKFLOW

- Patient intake process
- Registration & screening
- Delivery
- Post-vaccine waiting time
- Do a dress rehearsal
- ImplementStanding Orders
- Order free patient posters/postcards
   buttons for staff

#### DATA USE

- Plan for staff dosing being mindful of side effects and stagger delivery
- Prepare a list of staff, elderly and high risk as first tier recipients
- Allow for two dose schedule unless J&J
- Plan daily vaccine delivery goals based on supply and population
- Have IT & clinical leads collaborate with ASIIS

# EDUCATE & INFORM

- Designate lead in <u>staff training</u>
- Separate training and delivery objectives by vaccine types
- Plan for separate
- storage and safety tracking
- Plan for weekly staff communication
- Include Team in decision-making

#### **ENGAGEMENT**

- Constantly update educational tools to population served: consider a hotline method or dedicated media site
- Address vaccine hesitancy
- Counter false claims
- Identify cultural and social barriers to vaccination
- Outreach to high risk groups - Develop call list of high risk for end of day doses

GO!



Patient screened and ready

## 1st dose given

2 weeks before/after other vaccines

**J&J** 1 dose

Moderna 2 dose separated by 28 days Pfizer 2 dose separated by 21 days

Document charges

Explain V-safe

Supply Patient Fact Sheet

Schedule 2nd dose if needed

**Update** ASIIS

See AZ Billing Guide

#### IT'S A MARATHON— STAY FLEXIBLE AND SAFE!

# TRACK YOUR EFFORTS with strong IT

with strong IT leadership

# MONITOR CHANGES

in quality, clinical outcomes, finances, staffing and overall services

# and incorporate into long term operations

Run charts on vaccine uptake

Impact on populations at risk

Changes in COVID-19 vaccine and disease

Safety concerns: incident reports, VAERS, V-safe

# STAY IN THE RACE!

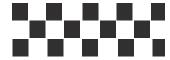
Staff satisfaction

Effect on center operations

Patient satisfaction & concerns addressed

Continue contagion prevention efforts!

Keep information factual and available



KEEP YOUR EYE ON THE FINISH LINE—DON'T FORGET ROUTINE VACCINES!

