

Checklist for general practice: H1N1 vaccine immunisation program



Background

The Pandemic (H1N1) 2009 vaccination program will start on 30 September 2009. The aim of the program is to provide vaccination against pandemic (H1N1) 2009 influenza for all members of the community who wish to be vaccinated.

The initial rollout of the vaccine will focus on vaccinating those in the specified priority groups as they are the people who have been identified as being at highest risk from pandemic (H1N1) influenza. However, vaccination will not be restricted to those people alone.

Is your clinic able to deliver the H1N1 vaccine?

The first decision for practices to make is:

- Does your practice want to be involved in this vaccine delivery to patients?

If the answer is **YES**, then planning needs to start **NOW**.

If the answer is **NO**, then decide on where best to refer your patients so they can access the vaccine.

As this vaccine is additional to the daily workload of general practice, this may mean an increased workload for staff, and in many cases will need extra time or a variation on normal practice programs.

Dedicated immunisation sessions and clinics help minimise vaccine wastage

Ideally practices are encouraged to plan dedicated immunisation sessions and clinics rather than relying on episodic presentations by patients in order to:

- manage any increased workload
- minimise vaccine wastage (any H1N1 vaccine remaining in an opened multidose vial needs to be discarded within 24 hours after the first use and within 4 hours after extraction into a syringe)
- reduce any risks of crosscontamination of the multidose vial
- ensure safe delivery of this vaccine to the majority of your patients in an acceptable time frame to provide immunity.

Planning checklist

- Decide and nominate a member of the clinical team to be the lead H1N1 vaccine coordinator in the clinic
- Decide and nominate which members of the team will be involved in the delivery of the vaccine. **This program will require an entire practice team effort**
- Ensure that all clinical vaccine administration staff are familiar with the Australian Technical Advisory Group on Immunisation's *Guideline for the administration of pandemic (H1N1) influenza vaccine from multidose vials* available at www.racgp.org.au/h1n1
- Ensure all clinical vaccine administration staff are competent with the drawing up of doses from multidose vials

- Ensure all clinical staff are familiar with anaphylaxis management and practice equipment is appropriate for this emergency
- Ensure all clinical staff are familiar with accepted pre- and post-vaccination procedures as detailed in *The immunisation handbook* (9th edition) available at www.immunise.health.gov.au
- Ensure all staff are familiar with accepted cold chain management as detailed in *The National Vaccine Storage Guidelines Strive for 5* available at www.immunise.health.gov.au
- Develop a practice policy that clearly details:
 - how the appointment and billing system will work
 - what time and on which days will the vaccination clinics run
 - what room will be allocated and what equipment is needed
 - who will identify the patients who will most benefit from the vaccine and how will they be notified of the clinic date and times
 - what information will be given to patients
 - what process will be in place to ensure informed consent is obtained and documented
 - who will order and monitor supplies of the vaccine
 - who will monitor cold chain
- Promote the availability of the vaccine in the waiting room
- Add messages about the availability of the vaccine on practice noticeboards, practice information sheets, practice website and telephone messages while patients are waiting on hold
- Have contact details for your state and territory health units for reporting any suspected adverse events

Resources

Pandemic (H1N1) 2009 influenza vaccine information

www.racgp.org.au/h1n1
www.panvaxh1n1.com.au
www.h1n1vax.com.au

Guideline for the administration of pandemic (H1N1) influenza vaccine from multidose vials

www.racgp.org.au/h1n1

The Royal Australian College of General Practitioners

www.racgp.org.au/h1n1
www.racgp.org.au/pandemicresources

Commonwealth Government

www.healthemergency.gov.au

The immunisation handbook (9th edition)

www.immunise.health.gov.au

Australian General Practice Network

www.agpn.com.au