

## Second dose of COVID-19 Vaccine Clinic Process for long-term care residents, starting week of February 7

### What is happening?

To protect our vulnerable populations and ensure your onsite second dose COVID-19 vaccine clinic is effective in reaching as many residents as possible, your immediate assistance is required. **Please read this memo carefully and complete each step outlined below:**

- In B.C., the second dose of vaccine for COVID-19 is being scheduled for around 42 days following the first dose. We are now starting to schedule the second dose of Pfizer COVID-19 vaccine for long-term care (LTC) residents.
- The LTC-AL Vaccine Coordinators will call you shortly with the tentative date and time of the second dose COVID-19 vaccination clinic for your site. The coordinators will confirm the date with you, 3 – 4 days in advance.
- You do not need to collect resident/substitute decision-maker consent for their second dose of COVID-19 vaccine, as their initial consent covers the vaccine series.
- Note: Sites in a declared COVID-19 outbreak or with neighborhoods on enhanced monitoring following a COVID-19 exposure, please review the [Fraser Health Medical Health Officers' recommendations for providing COVID-19 vaccine in LTC/AL/IL outbreak settings](#) to determine your approach to offering COVID-19 vaccine to residents who may be eligible.
- The security risk related to onsite COVID-19 vaccination clinics is considered to be low. Please refer to [COVID-19 Vaccine Secondary Site Security Considerations](#) if you have a security concern.

### Immediate action required:

To maximize capacity to vaccinate residents at your site you will need to identify and assemble a site-based team of immunizers who will work with the Fraser Health team on the day of your scheduled clinic(s). Your immunizers will need to have completed the education as outlined by the [BC Centre for Disease Control](#) and have demonstrated competency in providing immunizations.

1. Please do **one or more** of the following:
  - a. Identify experienced site-based RN/RPN/LPN immunizers and refer them to the [COVID-19 Vaccination – Immunizer Required Education](#) to identify any courses they need to complete.
  - b. If you have used **pharmacists** for flu vaccine administration in the past, reach out to them now to confirm their ability to participate in your COVID-19 vaccine clinic day. Check that they have completed the required education outlined here: [COVID-19 Vaccination – Immunizer Required Education Pharmacist](#) process.
  - c. Build additional capacity for immunizations by referring your **nurses** who do not currently have immunization experience to the [COVID-19 Vaccination – Immunizer Required Education Long Term Care Nurses – RN, LPN, RPN](#) process.
2. Once you have started to build your immunization team, review and complete each item in the table below:

	Action	Resources/Notes
1	Ensure resident eligibility for second vaccine dose: <ul style="list-style-type: none"><li>• Ensure resident has not received the first dose of their vaccine outside of your care home within the past 42 days;</li><li>• If your resident experienced significant adverse effects from the first dose, please ensure the resident receives</li></ul>	

	direction from their physician to ensure eligibility for the second dose.	
2	Complete and print the first portion of the COVID-19 Immunization Entry Downtime eForm_11 Jan 2021, including the COVID-19 Immunization History section, for all residents. The immunizer uses this form to document the immunization and provide the form to clerical staff for data entry. If using printed labels, you must affix label in 'Optional – Place Client Label Here' box.	<a href="#">COVID-19 Immunization Entry Downtime eForm_11 Jan 2021</a>
3	Invite all eligible residents to receive the vaccine during the clinic day and ensure they are scheduled 10-15 minutes apart.	
4	When contacted by the vaccine coordinator, please provide the <b>exact</b> number of residents who are eligible for their second dose at your vaccination clinic <u>and</u> the <b>exact</b> number of residents who still require the first dose (for those requiring a first dose, determine eligibility, get a physician order and obtain consent from resident or a substitute decision-maker (SDM) using the <a href="#">COVID-19 Immunization Entry Downtime eForm_11 Jan 2021</a> .	If the number changes, send the revised number required 3 – 4 days before the vaccine clinic to: <a href="mailto:Covidoutreachcoordinators1@fraserhealth.ca">Covidoutreachcoordinators1@fraserhealth.ca</a> <a href="#">COVID-19 Immunization Entry Downtime eForm_11 Jan 2021</a>
5	Ensure there is at least one leader on site (i.e. Manager or Clinical Lead) to manage flow of vaccine delivery and to problem-solve as needed.	
6	Provide clinic space and a space for monitoring residents post-vaccination.	
7	<p>You either already have received or will receive shortly a shipment of vaccine supplies. <b>Please note this shipment will come from MTS Logistics and may include multiple boxes.</b> Please check that you have received the following supplies. If you have not received any of the items below, please contact <a href="mailto:rebecca.haber@fraserhealth.ca">rebecca.haber@fraserhealth.ca</a>, <a href="mailto:meghan.leggatt@phsa.ca">meghan.leggatt@phsa.ca</a>, and <a href="mailto:sarah.hamel@phsa.ca">sarah.hamel@phsa.ca</a>.</p> <ul style="list-style-type: none"> <li>• Needles</li> <li>• Syringes</li> <li>• Alcohol swabs</li> <li>• Combination mask and face shield</li> <li>• Band-Aids</li> <li>• Cotton balls</li> <li>• Brown paper bags</li> <li>• Masking tape</li> <li>• Masks</li> <li>• Face shields</li> <li>• Sharps container</li> <li>• Hand sanitizer</li> <li>• Gloves</li> <li>• Garbage bags</li> <li>• 11"x17" paper</li> </ul>	If you don't receive the supplies at least 48 hours before the scheduled clinic day please report this to the vaccine coordinator.

8	<p>In addition to the above supplies, ensure you have the following supplies available for each immunizer:</p> <ul style="list-style-type: none"> <li>• Facial tissue</li> <li>• Pen and paper</li> <li>• Hard surface cleaning wipes</li> <li>• Isolation gowns (if required)</li> <li>• Anaphylaxis kit</li> </ul>	
9	<p>Provide to the immunizer a list of the residents being immunized along with their completed COVID-19 Immunization Entry Downtime eForm_11 Jan 2021 that includes their previous consent information (this may be documented in the original PARIS form or another form).</p>	<a href="#">COVID-19 Immunization Entry Downtime eForm_11 Jan 2021</a>
10	<p>Ensure there are sufficient staff to monitor residents post-vaccination for 15 minutes –in a common area.</p>	<a href="#">COVID-19 Vaccine After Care Sheet</a>
11	<p>Fax completed COVID-19 Immunization Entry Downtime eForms at regular intervals: 1000, 1200, 1400 hrs and end of day, to the fax number for your area:</p> <p>Fraser North    604-528-5460  Fraser South    604-528-5461  Fraser East      604-528-5462</p>	<a href="#">COVID-19 Immunization Entry Downtime eForm_11 Jan 2021</a>
12	<p>Indicate second dose on residents' COVID-19 Immunization Records.</p>	<a href="#">35-42 days - COVID Immunization record card Jan 2020</a>