

# Northern Sydney PHU 2020 Annual Immunisation Reading



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2. Minimum core Authorised Nurse Immuniser education requirements
3. NSW Immunisation Authority for Registered Nurses and Midwives
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5. Vaccine administration



# Overview

- To maintain their Authority, Authorised Nurse Immunisers (ANI) will need to:
  - annually review this reading, AND
  - Source updates from additional sources i.e. email lists, seminars, face-to-face education, reading Handbook updates.
- This reading is not satisfactory on its own to maintain an Authority to immunise, nor is sole attendance at a face-to-face session.
- If you are not an ANI but work regularly in immunisation it is recommended that you follow the same education requirements.

## **NSPHU face-to-face education**

Additional education provided by NSPHU will be delivered in a recorded webinar format. The tentative date for this is 30 July 2020.



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# Minimum\* core education requirements for Authorised Nurse Immunisers

1. NSW Immunisation Authority for Registered Nurses and Midwives
2. Vaccine Storage and management
3. Vaccine administration
4. NSW Immunisation Schedule
5. Current situation/issues update

Covered in this reading

Covered in attendance at immunisation education, reading updated Australian Immunisation Handbook chapters, subscribing to immunisation information e.g. PHU & NCIRS emails

\* This education framework has been developed by an expert working group and outlines the minimum core content required to annually update in NSW.



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# 1. NSW Immunisation Authority for Registered Nurses and Midwives

- Annual reading and review required
- Outlines the requirements to be able to practice as an Authorised Nurse Immuniser in NSW.
- All Authorised Nurse Immunisers are required to abide by the Authority.
- It is each nurse immuniser's responsibility to know the requirements under the Authority and follow them.



# Required Reading

Please read the following:

- ❑ Authority for Registered Nurses and Midwives  
<http://www.health.nsw.gov.au/immunisation/Documents/Authority-for-RNs-and-Midwives-Jan-2014.pdf>
  
- ❑ NSW Health Policy Directive\*: Immunisation Services - Authority for Registered Nurses & Midwives  
[http://www1.health.nsw.gov.au/pds/ActivePDSDocuments/PD2015\\_011.pdf](http://www1.health.nsw.gov.au/pds/ActivePDSDocuments/PD2015_011.pdf)

\*Applies to Local Health Districts, Board Governed Statutory Health Corporations, Chief Executive Governed Statutory Health Corporations, Specialty Network Governed Statutory Health Corporations, Affiliated Health Organisations, Public Health System Support Division, Community Health Centres, Private Hospitals and Day Procedure Centres, Public Health Units, Public Hospitals, Cancer Institute (NSW)



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## 2. Vaccine Storage and Management

The requirement for annual review of effective vaccine storage and management are outlined in:

1. The NSW State Vaccine Centre Authorised Practice Provider Declaration, and
2. Sections 4 & 5 of the NSW Authority for Nurses and Midwives

**The National Vaccine Storage Guidelines have been updated**

Effective storage and management of vaccines is outlined in *The National Vaccine Storage Guidelines Strive for 5, 3rd edition*.



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# New cold chain breach management procedures for NSW immunisation providers

- NSW Health has introduced new vaccine storage and cold chain requirements including random audits and mandatory training requirements.
- New resources are available on the [NSW Health cold chain webpage](#) and include:
  - Cold Chain Toolkit
  - Cold Chain Breach Protocol Flowchart
  - Cold Chain Breach Reporting Form
  - Vaccine Cooler Temperature Chart

<https://www.health.nsw.gov.au/immunisation/Pages/cold-chain-management.aspx>



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# Required Reading

Please read the following:

- ❑ The National Vaccine Storage Guidelines Strive for 5, 3rd edition (2019)  
[https://beta.health.gov.au/sites/default/files/national-vaccine-storage-guidelines-strive-for-5\\_0.pdf](https://beta.health.gov.au/sites/default/files/national-vaccine-storage-guidelines-strive-for-5_0.pdf).
- ❑ Vaccine Storage and Cold Chain Management Policy Directive\*  
[https://www1.health.nsw.gov.au/pds/Pages/doc.aspx?dn=PD2017\\_014](https://www1.health.nsw.gov.au/pds/Pages/doc.aspx?dn=PD2017_014)

\*Applies to Affiliated Health Organisations, Board Governed Statutory Health Corporations, Chief Executive Governed Statutory Health Corporations, Community Health Centres, Government Medical Officers, Local Health Districts, NSW Ambulance Service, NSW Health Pathology, Public Health Units, Public Hospitals, Specialty Network Governed Statutory Health Corporations



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# Annual Cold Chain compliance checklist:

- Complete the Vaccine Storage and Cold Chain Management training module:  
[https://nswhealth.seertechsolutions.com.au/public\\_content/HETICP/HETI/CCMWebv3/story\\_html5.html](https://nswhealth.seertechsolutions.com.au/public_content/HETICP/HETI/CCMWebv3/story_html5.html)
- Do a practice run of your salvage plan, ensuring you are familiar with how to prepare and pack your cooler as per the current edition of Strive for 5.
- Perform (or review) a vaccine storage self-audit\* - via the NSW Vaccine Management and Storage Questionnaire in QARS for public facilities. Via the Vaccine Storage Self Audit tool (refer to [National Vaccine Storage Guidelines: Strive for 5](#)) for private facilities
- Arrange for your vaccine specific fridge to be serviced and retain service report on file.
- Change batteries and perform slush test (refer to [National Vaccine Storage Guidelines: Strive for 5](#)) on all min/max thermometers - label with the date this was completed.
- Service or calibrate data loggers as per manufacturer's recommendations. Check with manufacturer whether and when battery changes are required.

\* Rectify any issues and/or contact your PHU on 1300 066 055 for further guidance on any problems found.



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# Ordering Vaccines

Immunisation Program vaccines are ordered online through the NSW Vaccine Centre:

<https://nsw.tollhealthcare.com/>

- Orders should only be placed once per month.
- A second backup order is allowed in case of unexpected demand – only for exceptional circumstances.
- Influenza vaccines can be ordered as many times as needed.
- Ensure you are only ordering for the stock you need for the month – do not stockpile vaccines.
- Rotate new vaccines to the back of the fridge to ensure old stock is used first.



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# NSW Vaccine Centre Provider Declaration

**NSW Vaccine Centre**  
1300 656 132



- Place an order
- View your order history
- Amend Delivery Address
- View Contact Details

- User Guide
- Logout

Logged in as:  
150039/0001  
NORTHERN SYDNEY  
PHU

To contact your Public  
Health Unit please call  
1300 066 055.

Last logged in:  
Friday, 20 March 2020  
2:40:52 PM

Home > Authorised Practice Provider Declaration

## Authorised Practice Provider Declaration

In order to receive Government-funded vaccines, I declare that:

All vaccines will be administered according to NSW Health's vaccine eligibility criteria (previous page) and the NSW Immunisation Program Schedule.  Yes  No

Each vaccine dose administered in this practice will be notified to the Australian Immunisation Register.  Yes  No

This facility complies with cold chain recommendations in the National Vaccine Storage Guidelines - Strive for Five (3<sup>rd</sup> edition, published June 2019).  Yes  No

All vaccines are stored in a purpose-built vaccine specific refrigerator.  Yes  No

Vaccine fridge temperatures (current, minimum and maximum) are checked and recorded twice daily, thermometer reset and all records are kept according to medico-legal requirements.  Yes  No

All vaccine fridges are continuously data logged using an electronic data logger, set to record at 5 minute intervals and the data logging report is downloaded, saved to medico-legal requirements and reviewed once a week and/or if there is a min/max reading of below +2°C or above +8°C.  Yes  No

In the event of a cold chain breach, I will call my local Public Health Unit on 1300 066 055 for advice before taking any further action.  Yes  No

The vaccine fridge(s) temperature has/have been between +2°C and +8°C since the last vaccine order (this excludes excursions up to +12°C for less than 15 minutes when opening the fridge and excludes cold chain breaches that have already been notified to the Public Health Unit).  Yes  No

At least one staff member has successfully completed the NSW Health Vaccine Storage and Cold Chain Management online training module.  Yes  No

CONTINUE

- Outlines requirements to order and receive government funded vaccines.
- Providers must be able to answer 'yes' to each of these – if not contact your PHU on 1300 066 055.



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# Resources

- NSW Health Process for Ordering Vaccines:

<http://www.health.nsw.gov.au/immunisation/Documents/ordering-vaccines.pdf>

- NSW Health 2020 Flu vaccination provider toolkit:

<https://www.health.nsw.gov.au/immunisation/Publications/flu-provider-toolkit.pdf>

- NSW Health 2020 influenza vaccine ordering worksheet:

<https://www.health.nsw.gov.au/immunisation/Documents/flu-worksheet.xls>



# 3. Vaccine Administration

Claims
<b>Identify Individual</b>
Identify Individual
Individual Details
Record Encounter
Update Encounter
Payment Statements
Provider Menu

**Identify Individual**

Medicare Number

IRN

Surname

First Name

Date of Birth

Postcode

**Pre-vaccination screening checklist**

This checklist helps decide about vaccinating you or your child today. Please fill in the following information for your doctor/nurse.

**Name of person to be vaccinated:**

**Date of birth:**

**Age today:**

**Name of person completing this form:**

**Please indicate if the person to be vaccinated:**

- is unwell today
- has a disease that lowers immunity (eg leukaemia, cancer, HIV) or is having treatment that lowers immunity (eg oral steroid medicines such as cortisone and prednisone, DMARDs [disease-modifying anti-rheumatic drugs], radiotherapy, chemotherapy)
- is an infant of a mother who was receiving highly immunosuppressive [biologic disease-modifying anti-rheumatic drugs]) during pregnancy
- has had a severe reaction following any vaccine
- has any severe allergies (to anything)
- has had any vaccine in the past month
- has had an injection of immunoglobulin, or received any blood product transfusion within the past year
- is pregnant
- has a history of Guillain-Barré syndrome
- was a preterm infant
- has a severe or chronic illness
- has a bleeding disorder

Figure. Anatomical markers used to identify the deltoid injection site

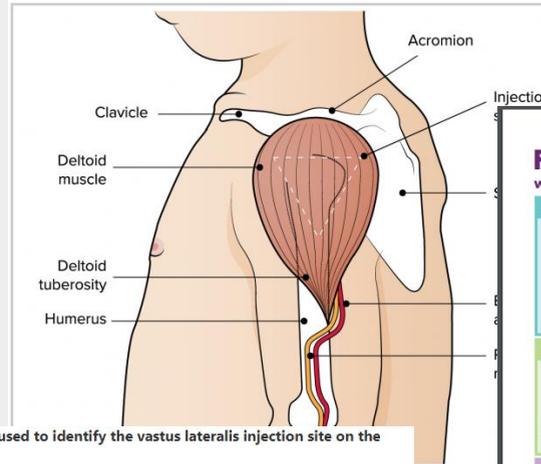
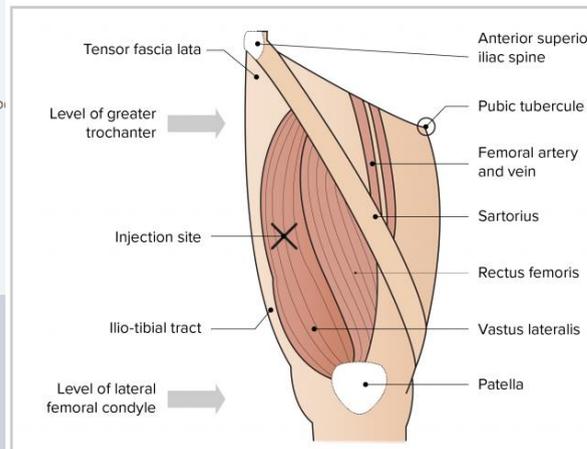


Figure. Anatomical markers used to identify the vastus lateralis injection site on the anterolateral thigh



**Following vaccination— what to expect and what to do**

**All vaccinations may cause the following reactions:**

- Mild fever that doesn't last long <math>< 38.5^{\circ}\text{C}</math>
- Where the needle was given: Sore, red, burning, itching or swelling for 1-2 days and/or small, hard lump for a few weeks
- Grumpy, unsettled, unhappy and sleepy
- Teenagers/adults: fainting and muscle aches

**SEE BACK PAGE FOR ADDITIONAL COMMON REACTIONS SPECIFIC TO EACH VACCINE**

**What to do at home:**

- If baby/child is hot don't have too many clothes or blankets on
- Breast feed more frequently and/or give extra fluids
- Put a cold wet cloth on the injection site if it is sore
- For fever or pain give paracetamol. Follow instructions on the packaging

**When to seek medical advice:**

- See your doctor or immunisation provider, or go to hospital if:
  - Pain and fever are not relieved by paracetamol (eg. Panadol®)
  - The reactions are bad, not going away or getting worse or if you are worried at all
  - Any of the rare reactions below are experienced

**How to report an adverse reaction:**

Significant events that occur following immunisation should be reported to your doctor or vaccination provider. Alternatively you can report directly to the Therapeutic Goods Administration ([www.tga.com.au](http://www.tga.com.au)) or by phone to a pharmacist from NPS Mediciserv on 1300 134 233. You can also report adverse events following immunisation to your state or territory health services.

**Rare reactions requiring immediate medical attention**

As with any medication, on rare occasions, an individual may experience a severe reaction.

**Anaphylaxis**

- A severe allergic reaction which occurs suddenly, usually within 15 minutes, however anaphylaxis can occur within hours of vaccine administration. Early signs of anaphylaxis include: redness and/or itching of the skin, swelling (thrush), breathing difficulties, persistent cough, hoarse voice and a sense of distress.

**Intussusception (only to rotavirus vaccine)**

- This is an uncommon form of bowel obstruction where one segment of the bowel slides into the next, much like the pieces of a telescope.
- There is a very small risk of this occurring in a baby in the first week after receiving the first dose of rotavirus vaccine, and a smaller risk after the second vaccine dose.
- The baby has bouts of crying, looks pale, gets very irritable and pulls the legs up to the abdomen because of pain.

**Seizure**

- Some young children (especially aged 1-3 years) are more prone to seizures when experiencing a high fever from any source (with an infection or after a vaccine). The seizure usually lasts approximately 20 seconds and very rarely more than 2 minutes.



**Where can I get more information?**  
 Contact your immunisation provider  
 Visit [health.gov.au/immunisation](http://health.gov.au/immunisation)  
 Contact your state or territory health service

**Practice contact details:**

# Pre-vaccination assessment

A critical step in vaccine administration and includes:

1. Preparation of an anaphylaxis response kit
2. Cold chain management
3. Provision of valid consent
4. Pre-vaccination screening
5. Calculating catch-up requirements

Ensures:

1. Adverse events following immunisation are less likely.
2. Safe and effective vaccines are being administered.
3. Valid consent has been given.
4. The right patient is receiving the right vaccine
5. All required vaccines are given.



# Obtaining valid consent

Valid consent:

- is the voluntary agreement of an individual to a proposed procedure.
- can be given verbally but should always be documented.
- can only be given after sufficient information about the procedure is provided, including the risks and benefits.
- must be legally valid.
- must be obtained before a vaccine can be given.



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# Dealing with immunisation concerns

- When obtaining consent and discussing the risks and benefits of vaccination it is common for an individual to have concerns.
- The immunisation provider needs to be able to discuss these concerns and provide answers to any questions.
- Immunisation providers should have referral sources if they are unable to provide enough information at the time.

When having these conversations always:

1. Use plain language
2. Be open and honest
3. Be non-judgmental
4. Be patient



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# Required Reading

Please read the following:

- Australian Immunisation Handbook. Preparing for vaccination:  
**Valid consent.**

<https://immunisationhandbook.health.gov.au/vaccination-procedures/preparing-for-vaccination>



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# Resources

- The SKAI project: Sharing Knowledge About Immunisation

<http://www.ncirs.org.au/our-work/sharing-knowledge-about-immunisation>

For parents: <http://talkingaboutimmunisation.org.au/>

For healthcare workers: <http://providers.talkingaboutimmunisation.org.au/>

eLearning module for healthcare workers (90mins):

<https://learn.nps.org.au/mod/page/view.php?id=11018>

- Questions about vaccination

<https://beta.health.gov.au/resources/publications/questions-about-vaccination>

- The science of immunisation / questions and answers

<https://www.science.org.au/learning/general-audience/science-booklets/science-immunisation>



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# Vaccine routes and vaccination sites

Ensuring the correct route and site of vaccination is essential:

1. to ensure an optimal immune response following vaccination.
2. to minimise the likelihood of local reactions to the vaccine.

All immunisers should know which route to use for each vaccine (IM, SC, oral or intradermal) and the recommended injection sites according to the age and circumstance of the individual.



# Required Reading

Please read the following:

- ❑ The Australian Immunisation Handbook: **Administration of Vaccines.**

<https://immunisationhandbook.health.gov.au/vaccination-procedures/administration-of-vaccines>



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# Adverse Events Following Immunisation (AEFI)

- All immunisation providers must be equipped for and know how to manage an AEFI as part of their post-vaccination care.
- Each provider must have an anaphylaxis response kit with them when immunising.

Under the Authority all Authorised Nurse Immunisers must:

1. carry adrenaline for use in the treatment of anaphylaxis
2. ensure adrenaline administration procedures comply with the current edition of The Australian Immunisation Handbook
3. report each AEFI to the PHU using the National AEFI reporting form\*
4. ensure that a medical officer is contactable for medical advice during the vaccination clinic

• <https://www.tga.gov.au/form/national-adverse-events-following-immunisation-ae-fi-reporting-form>



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# Required Reading

Please read the following:

- ❑ The Australian Immunisation Handbook. Preparing for vaccination: **Equipment for vaccination.**

<https://immunisationhandbook.health.gov.au/vaccination-procedures/preparing-for-vaccination>

- ❑ The Australian Immunisation Handbook. After vaccination: **Adverse events following immunisation.**

<https://immunisationhandbook.health.gov.au/vaccination-procedures/after-vaccination>



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# Documentation following vaccination

**ALL** vaccinations given must be notified to the Australian Immunisation Register (AIR), regardless of age.

Additional documentation can be done by:

## Children

1. Blue book/personal health record
2. Patient file and/or practice software

## Adults and adolescents

1. Individual record of vaccination  
([https://www.health.nsw.gov.au/immunisation/Documents/adult\\_vaccination\\_record.pdf](https://www.health.nsw.gov.au/immunisation/Documents/adult_vaccination_record.pdf))
2. Patient file and/or practice software



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# Provider Digital Access (PRODA)

An online identity verification and authentication system. It lets you securely access government online services.

PRODA is digital and portable across web enable devices. You can use it from anywhere as long as you have access to the internet.

To access [available services](#) using PRODA, you need to register [as an individual](#) to get your own account.

To access a service on behalf of an organisation, you may need to register the organisation in PRODA. The service will let you know if you need to register your organisation.

- All vaccination records must be submitted to the AIR.
- All providers should now have online AIR access.
- AIR is transitioning from secure file access to Provider Digital Access (PRODA) login
- Contact the Sydney North Primary Health Network on 9432 8250 for assistance setting up a PRODA account.

For more information:

<https://www.servicesaustralia.gov.au/organisations/business/services/provider-digital-access-proda>



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# Required Reading

Please read the following:

The Australian Immunisation Handbook. After vaccination

<https://immunisationhandbook.health.gov.au/vaccination-procedures/after-vaccination>

- Documenting vaccination.**
- Reporting to immunisation registers.**



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# Other required learning:

Additional to annual review of this document, Authorised Nurse Immunisers must annually review the following topics:

## 4. NSW Immunisation Schedule

- Current immunisation schedules - new vaccines/schedule changes
- NSW schedule versus National Immunisation Program Schedule
- Catch-up vaccination – minimum ages, minimum intervals
- School vaccination program schedule and accessing vaccination records
- Maternal influenza and pertussis vaccination
- Neonatal hepatitis B vaccination program
- Health care worker - requirements for staff and students

## 5. Current situation/issues update

- Current vaccine preventable disease of concern and epidemiology
- Any other issues/concerns
- Contacting the local public health unit
- Useful resources



# Documenting self directed learning:



Nursing and Midwifery Board of Australia | AHPRA

## Evidence record

Self directed continuing professional development for nurses and midwives

Name: \_\_\_\_\_

Date	Source or provider details	Identified learning needs	Action plan	Type of activity	Description of topic (s) covered during activity and outcome	Reflection on activity and specification to practice	No./Title/Description of evidence provided	CPD hours
01/09/2015	NMBA	RN competency standard  Practises in accordance with legislation affecting nursing practice and health care	1.2 Clarify responsibility for aspects of care with other members of the health team.  Unsure of my delegation responsibilities in the workplace.  Plan: Access and review decision making framework	Self directed learning.  Review of decision making framework	Reviewed my scope of practice and the scope of practice for my profession.  Understood the principles I need to apply when making decisions about my nursing practice and when and how I decide to delegate activities to other registered nurses and enrolled nurses.	This activity has enabled me to achieve my learning need as per my learning plan.  As a team leader working in intensive care I will be able to apply the Nursing decision making framework when I allocate staff to patient care and delegate tasks as they arise during a shift.	This CPD evidence record	4 hours

Australian Health Practitioner Regulation Agency  
G.P.O. Box 9958 | Melbourne VIC 3001 | [www.ahpra.gov.au](http://www.ahpra.gov.au)

- Each immuniser should keep a record of their annual learning to be able to demonstrate compliance.
- Records should include documentation of annual reading and attendance at any immunisation education.
- AHPRA has a self-directed CPD evidence record template that can be used for this.

<https://www.nursingmidwiferyboard.gov.au/documents/default.aspx?record=WD13%2f12200&dbid=AP&chks um=loRjZ718pC3XzForjtDXpA%3d%3d>



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