

Taken from Derbyshire Community Health Services NHS Foundation Trust

Standard Operating Procedure for School Age Immunisation Service (SAIS) during the Covid-19 Epidemic

Background

During the coronavirus (COVID-19) outbreak it is very important that we maintain, as far as possible, the illness prevention and early intervention services which includes the continuation of the immunisation programme across all ages.

The World Health Organisation (WHO) have warned that disruption to immunisation programmes during a pandemic can result in an increase in vaccine preventable diseases making continuing to immunise children even more important (WHO, 2020).

Although the School Age Immunisation Programme (SAIS) was temporarily suspended at the beginning of the Covid-19 Epidemic, NHS England has agreed to the restoration of the SAIS programme. However, as the service is usually provided to children and young people in the school setting a new and innovative approach is required as the majority of schools remain closed. The SAIS covers the whole of Derbyshire including Derby City.

Aims and Objectives

This SOP is an addition to the existing 0-19 immunisation policy and aims to support clinicians during the Covid-19 epidemic.

The aim of this document is to provide operational guidance to the SAIS in relation to delivering immunisations during the COVID-19 epidemic.

The objectives are: -

- To be able to safely and effectively deliver the School Age Immunisation Programme either as a drive through or drive/walk to session across a variety of venues across Derby City and Derbyshire County, including Glossop.
- To ensure that staff understand the key Infection, Prevention and Control principles, including personal protective equipment (PPE) requirements.

Timetable for delivering School Age Immunisations during Covid-19

- The SAIS will commence with HPV which will be piloted and then rolled out from June 2020.
- Appointments have been booked in schools for September 2020 to catch up on the remaining Td/IPV & MenACWY. Schools are supportive of this

approach. However, if schools remain closed the team will liaise with schools to deliver these immunisations either as a Drive to/Drive through session at the school.

- Flu will be delivered commencing October and concluded by 15th December 2020 and will include Year 7. The method for delivering Flu will be dependent upon whether schools are open and will be agreed nearer the time. At present our intention is to deliver in schools as normal, but alternative models are being developed as a contingency in case this is not possible.
- The method for ongoing delivery of School Age Immunisations from January 2021 will be agreed closer to the time and will be dependent upon the Covid-19 status.

Screening Questions

The team will include the screening questions in any communications with families and young people, when arranging appointments and on the day itself to ensure no contact is made with a child/young person with Covid-19 symptoms.

Screening Questions:

- Have you (or any one you live with) any symptoms of a new continuous cough?
- If yes and feels well, advise to self-isolate for 7 days (including children) from commencement of symptoms If UNWELL advise to contact 111. Advise other members of the household should also self-isolate for up to 14 days. If a household contact is symptomatic, the person needs to self-isolate for 14 days from onset of infection.
- Have you (or any one you live with) a high temperature of 37.8 degrees centigrade or higher?
- If yes advise that the patient they should be self-isolating with the people they live with even if they are asymptomatic.
- Have you had a swab taken for COVID-19 (throat and nose swab)?
- If yes does the patient know the result? Contact GP to confirm result. If result unknown/not received please use IP&C precautions (PPE) as if patient was a positive result until result known.
- Have you (or anyone you live with) had a change or loss in your sense of smell or taste?
- If yes advise that the patient should be self-isolating with the people they live with even if this is the only symptom they have.

Appointments

- Information about sessions to be sent out to parents via school. A copy of the letter can be found in Appendix A. Schools send invites out via the parent communications channels in place in the school. Where a parent has neither

consented nor declined an invite, these are followed up by the SAIS to ensure 100% of patients are invited for vaccine.

- Appointments will be booked initially by inviting parents to ring the team to book a time.
- The service will use Swiftqueue for three months (June to end August) to enable parents to choose and book appointments.
- Consent and triage for receipt of school age immunisations will continue as normal via eConsent.
- To maintain social distancing and steady throughput of appointments will be timed throughout the session

Process of delivery of School Age Immunisations during Covid-19

Drive through and 'drive/walk to' facilities will be accessed by pre-booked appointment. Facilities will be clustered for several schools – depending on location and need. The existing booking and eConsent processes will be followed, with specific communications in place to advise families of the process being undertaken, and to allay any concerns regarding the alternative method of delivery.

Method One – Drive through session:

Each drive through location will need:

- Space to allow for a double drive through facilities with room for 'walk in' students to be seen safely if appropriate
- Space for the erection of a gazebo type structure approx. 3x3m to shelter staff, patients and equipment
- Nurses to deliver vaccines (up to 4 delivering, 2 floaters for walk in, patients feeling unwell, and to allow for rest stops, change of PPE etc.)
- Assistants to take details, check identity, assist making up vaccines, complete records and assist with PPE
- Minimum of 2 marshals to support staff and patients and help set up equipment

Equipment required at each session

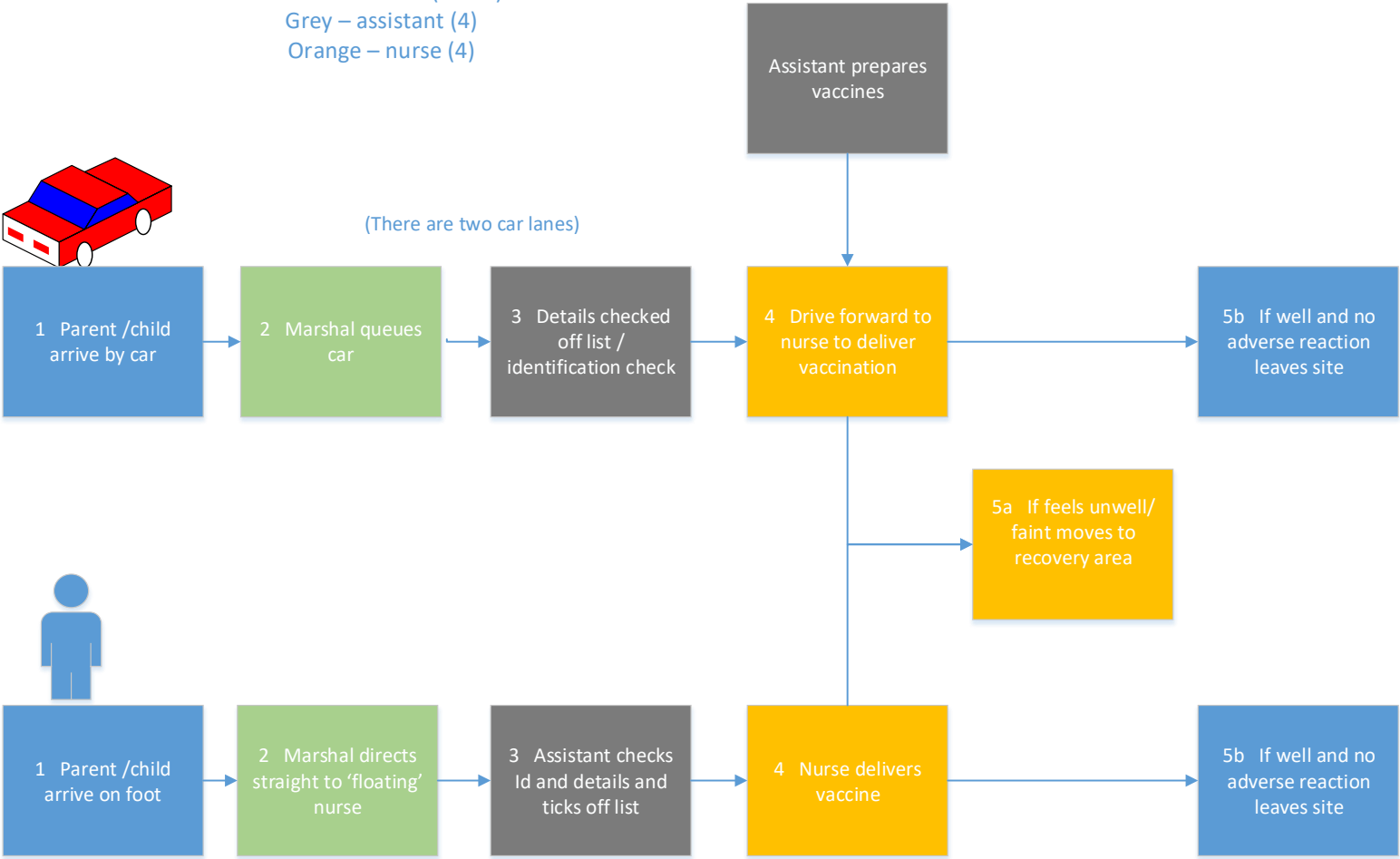
- 1 gazebo and weights
- Traffic cones
- Signage
- Weather proof storage containers for PPE and paperwork
- Folding tables
- Chairs for staff and patients to rest / wait
- 3g network
- PPE and extra stock
- Laptops for SystemOne / cinnamon
- Wipeable yoga type mat
- Hand washing and toilet facilities for staff

- Sick bowls and wipes
Vaccines and cool bags

Adverse weather to be considered for each session and any inclement weather conditions to be assessed in relation to the safety of patients and staff.

SAIS Drive Through immunisation programme.

- Blue – parent / child
- Green – marshal (2 min)
- Grey – assistant (4)
- Orange – nurse (4)



Method Two – Drive to/walk to session:

Each Drive-to/walk to session will need:

- Access to a site which meets Government Covid Secure guidelines <https://www.gov.uk/guidance/working-safely-during-coronavirus-covid->
- Nurses to deliver vaccines (up to 4 delivering, 2 floaters for walk in, patients feeling unwell, and to allow for rest stops, change of PPE etc.)
- Assistants to take details, check identity, assist making up vaccines, complete records and assist with PPE
- Marshals to support staff and ensure social distancing measures are followed

Equipment required at each session

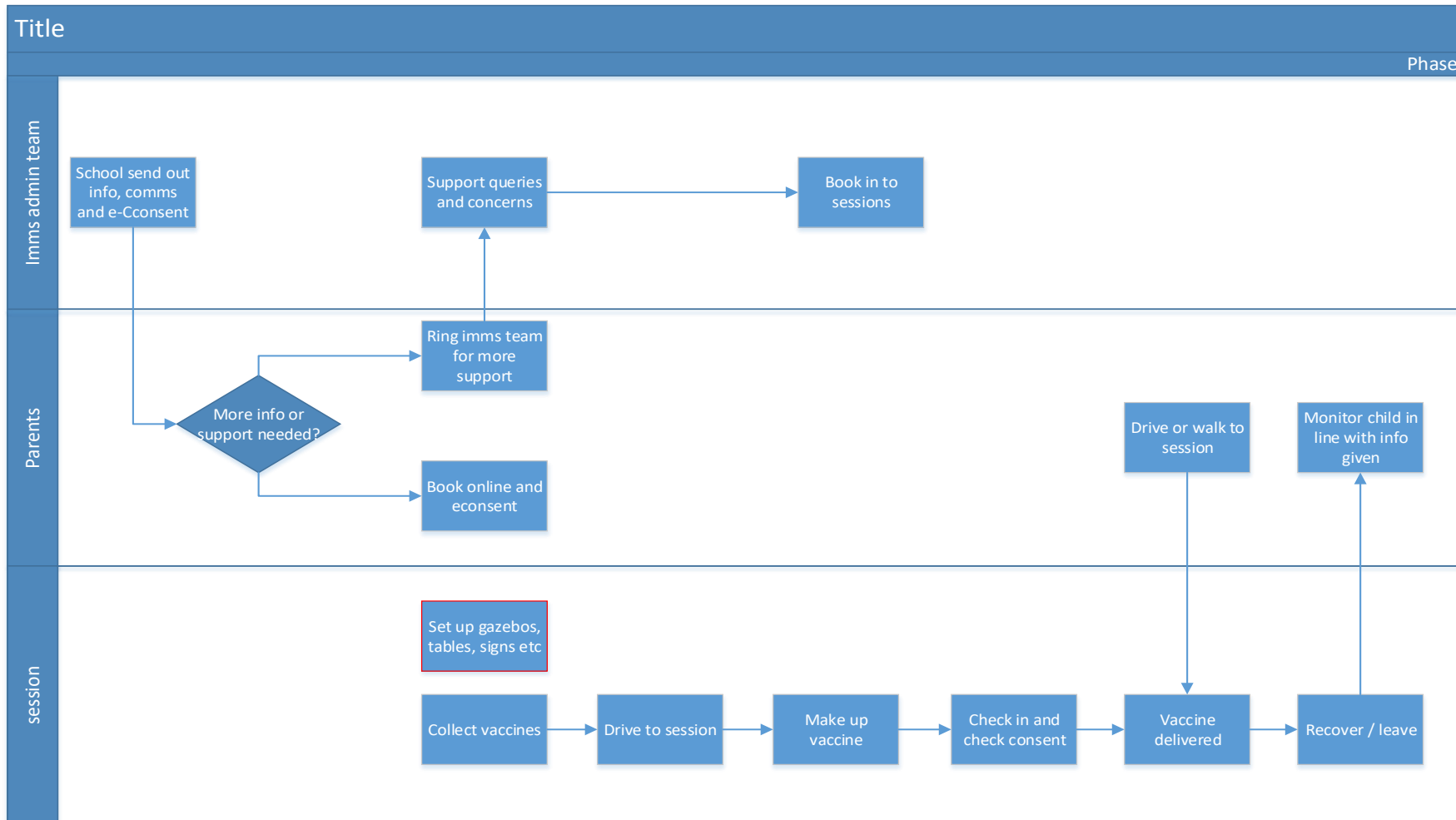
- Signage
- Folding tables
- Chairs for staff and patients to rest / wait
- 3g network
- PPE and extra stock
- SystemOne / cinnamon
- Wipeable yoga type mat
- Handwashing and toilet facilities for staff
- Sick bowls and wipes
- Vaccines and cool bags

Each session will need at least one nurse and assistant from the SAIS service and support from other teams to fill the staffing requirement above.

Consideration of weekend clinics if required.

To reduce the impact of staff needing to self-isolate following a team members' positive Covid-19 test, teams will be kept together where possible.

Sessions are planned to run from 9.30 – 3.30 to allow for collection, set up and taking down of equipment.



Clinical Considerations:

- SAIS staff members to follow DCHS SOP for advice on which PPE is required depending upon their role in the session and on social distancing and frequency of changing PPE
- Each site to be risk assessed in line with IPC protocols
- SAIS staff members to follow 0-19 Immunisation Policy with reference to administering each immunisation, anaphylaxis and appropriate disposal of sharps etc
- Cold chain to be maintained at all times
- Record keeping to be completed on site
- Screening questions to be asked prior to each immunisation

Appendix A – Letter to parents:

Dear Parent /Carer

HPV Vaccination sessions; Year 8 boys and girls and Year 9 girls only

Due to the unprecedented times we find ourselves in we have had to review our service. We are utilising different methods to ensure that we are able to deliver our vital service in a timely and safe manner for your child and our staff. With this in mind we have arranged drive through sessions in your area. **Please note, we are able to accommodate people on foot at ALL drive through clinics and we are adding clinics regularly, please check back on the booking system if you can't find your preferred site.**

Sessions available at: **Walton Hospital, Chesterfield – Drive through**
Long Eaton – Drive through
Ripley Leisure Centre – Drive through
Rolls Royce, Derby – Drive through
Heritage High School, Clowne – Drive through
Glossopdale School, Glossop – Drive through
Ashbourne Speedway, Ashbourne – Drive through
Babington Hospital, Belper – Drive through
Ilkeston Hospital, Charnos Hall – Walk in only
Newholme Hospital, Bakewell – Drive through
Netherthorpe School, Staveley – Drive through
Allestree Woodlands School – Drive through
Da Vinci Academy, Derby – Drive through

Date: **June, July and August 2020**

Time: **9.30am to 3.00pm**

PRE-BOOKABLE APPOINTMENT SLOTS ONLY, PLEASE DO NOT ATTEND WITHOUT AN APPOINTMENT

How to book an appointment

Complete a consent form

HPV Vaccination drive through session; Year 8 boys and girls, and Year 9 girls only. We already have consent forms for Year 9 girls; please only complete a consent form if you haven't already done so for Year 8 girls and boys.

Please visit <https://www.derbyshireandcityimms.co.uk/Forms/HPV> to complete the consent form. The option to consent or decline the vaccination is at the end of the questionnaire so please complete even if you do not want your child to have the vaccination.

Your unique school code for **School Name** is **School Code**

If you experience any problems please call the School Age Immunisation Team.

DCHST.immunisationteam@nhs.net

Repton: 01283 707178

Clay Cross: 01246 252953

Please book an appointment with your child's name and date of birth by following this link: <https://www.swiftqueue.co.uk/derbyshire.php> Only book an appointment if your child hasn't completed their HPV 2 dose course.

If you experience any difficulties please call: **Repton:** 01283 707178 or **Clay Cross:** 01246 252953

Please do not attend if you, your child or anyone within your family home is displaying signs of being unwell.

General information about COVID 19

If your child develops symptoms of Covid-19 (raised temperature, new continuous cough, loss or change of taste/smell), you should contact 111. More information can be found at:

<https://www.nhs.uk/conditions/coronavirus-covid-19/>

If you have any further questions please do not hesitate to contact the Immunisation Team on the contact telephone numbers above.

Or visit <http://www.derbyshireschoolnurses.org.uk/parents/immunisations/drive-through-clinic-faq> for drive through questions and answers.

What do I need to do?

- Book an appointment and complete a consent form online, discuss the appointment with your child before they come so they know what to expect
- Ensure they have had a snack and bring a drink with them, particularly on a warm day.
- Staff on site will be wearing personal protective equipment (see below). Please make sure your child is aware of this, as it can be quite intimidating for children
- Whilst you attend the drive through the child will be your responsibility. You will be allowed to leave the site straight away if your child remains well after the vaccination. If you think they may feel unwell afterwards consider bringing a sick bag and tissues
- They should wear a short sleeved top so we can easily access the top of their arm
- If possible do not bring other family members along in the car
- There will be no toileting facilities available on site so please make sure they use the bathroom before leaving home. We do not anticipate you being on site for more than 10 minutes

What will happen on the day?

- Please ensure you have an appointment and don't arrive any earlier than your specified time slot or you may end up waiting longer than necessary
- When you arrive a marshal will guide you to the relevant queue, there may be 1 or 2 lanes. If you have driven please **STAY IN YOUR CAR**, your child will be asked to sit in the rear seat if possible. **TURN OFF YOUR ENGINE AND APPLY HANDBRAKE WHEN STATIONARY.**
- Your child's details will be checked to ensure you have an appointment and valid consent form
- You will then be asked to pull forward to the nurse, who will be wearing personal protective equipment
- The nurse will deliver the vaccine into the top of your child's arm
- If your child is well you will be able to drive off when instructed
- If your child feels unwell afterwards you will be directed to another area where a nurse can assess your child further



Possible side-effects: Localised reaction at the site of the injection – pain, redness or swelling. Your child may also develop a headache, mild fever, dizziness or sickness. Paracetamol can be taken as prescribed unless contraindicated. Please contact 111 for advice if concerned.

Yours sincerely,
Immunisation Team.