

Bradford District and Craven COVID-19 Vaccination Programme

Training Requirements for existing NHS staff

Thank you so much for volunteering to work as part of the COVID-19 Vaccination Programme in Bradford District and Craven. Each person working as part of the programme has an important role to play, and we aim to do everything we can to support you in your work here.

The workforce to deliver the first phase the vaccination programme comprises existing staff in our current workforces (across Health and Care) and includes registered and non-registered practitioners/workers.

This document advises you of the training you will need to undertake in advance of starting work. In addition, you should familiarise yourself with the staff handbook and local induction checklist.

E-Learning platform

The majority of e-learning is accessed via the [e-LfH](#) site and is freely available to colleagues working in the NHS, independent sector and social care. **You must ensure you log in to the site, to ensure your activity will be tracked and you will be able to evidence the training you have completed.**

To access the platform you will need to register [here](#) - please note this is not restricted and you can submit any email address: If you experience any issues registering please refer to this [support page](#) in the first instance. For further support please [click here](#) or submit a ticket via this [support form](#).

Recording your training

Please keep a record of the training you complete and your existing training record. You will be asked to confirm that you have completed all required training as part of your local induction.

1. TRAINING REQUIREMENTS FOR VACCINATORS

For roles involved in administering the vaccine - vaccinators, registered healthcare professionals (RCHP) and clinical supervisors - you should ensure you have fulfilled the training elements required below. It's likely that you will have already fulfilled some of these requirements through your employing organisation's training provision, in which case you do not need to repeat any modules but do need to confirm your competence on the local induction checklist.

<p>Immunisation training</p> <p>If you are experienced in vaccination and require refresher training you should access the e-learning listed opposite.</p> <p>If you are inexperienced in immunisation, please contact your organisational lead to arrange training - which will cover both general principles of immunisation and the COVID-19 vaccination specific content. Contact details are listed at the end of this document.</p>	<p>Refresher modules x 3 via e-LfH:</p> <ul style="list-style-type: none"> • Legal Aspects • Vaccine Storage • Vaccine Administration
<p>Covid-19 vaccination programme and vaccine-specific training</p> <p>Experienced vaccinators should complete the COVID-19 vaccination e-learning opposite. You should undertake e-learning for both available vaccines to enable you to deliver both vaccines as and when required.</p> <p>Experienced vaccinators should complete the competency assessment tool as a self-assessment.</p> <p>Inexperienced vaccinators should contact their organisational lead to arrange training, as above. The modules opposite can be useful to refer to and the competency self-assessment should be completed</p>	<p>Core Knowledge for COVID-19 Vaccinators (and Assessment) –incl. coverage of PGDs</p> <p>COVID-19 mRNA Vaccine BNT162b2 (and Assessment)</p> <p>COVID-19 AstraZeneca Vaccine (and assessment)</p> <p>COVID-19 vaccinator competency assessment tool</p>

<p>with your supervisor on your first shift.</p>	
<p>Anaphylaxis and basic life support training</p> <p>If you require refresher training please access the e-learning opposite.</p>	<p>Recognising and Managing Anaphylaxis e-learning programme (for clinical staff)</p> <p>BLS (and use of an AED) refresher webinar for existing registered health care - please watch the first video on the website</p>
<p>Mandatory & Statutory training (MaST)</p> <p>As required by your employer and any additional training (if not included in your MaST) as specified opposite:</p>	<p>Completed via e-LfH</p> <p>Data Security Awareness Level 1</p> <p>Infection Prevention Control Level 1 & Level 2</p> <p>Fire Safety Level 1</p> <p>Health, Safety & Welfare Level 1</p> <p>Safeguarding Adults Level 1 & Level 2</p> <p>Equality & Diversity</p> <p>Conflict Resolution Level 1</p>
<p>Pre-reading and key information</p> <p>You should read and familiarise yourself with the following documents.</p>	<p>Green Book COVID-19 chapter</p> <p>PHE 'COVID-19 vaccination programme. Information for healthcare practitioners'</p> <p>Leeds Covid Vaccination Programme Staff Handbook</p>

If you have queries about the training you need to complete please contact your organisation's workforce lead in the first instance.

2. TRAINING REQUIREMENTS FOR NON- VACCINATOR ROLES

If you are undertaking a role as a healthcare assistant, administrator, marshal or front of house, you should ensure you have fulfilled the training elements required below. It's likely that you will have already fulfilled some of these requirements through your employing organisation's training provision, in which case you do not need to repeat any modules but do need to confirm your competence on the local induction checklist.

<p>Mandatory & Statutory training (MaST)</p> <p>As required by your employer and any additional training (if not included in your MaST) as specified below:</p>	<p>Completed via e-LfH Data Security Awareness Level 1 Infection Prevention Control Level 1 & Level 2 Fire Safety Level 1 Health, Safety & Welfare Level 1 Safeguarding Adults Level 1 Equality & Diversity Conflict Resolution Level 1</p>
<p>Pre-reading and key information</p> <p>You should read and familiarise yourself with the following documents.</p>	<p>Leeds Covid Vaccination Programme Staff Handbook</p>
<p>National Immunisation and Vaccination System (NIVS) training - administrators only</p> <p>Administrators should register for the NIVS system and read the user guide to familiarise themselves with the system.</p> <p>Additional training can be arranged upon request - please contact deep.bhamra1@nhs.net</p>	<p>Read the latest version of the NIVS user guide available under the “National Immunisation and Vaccination System” section on the Leeds Health and Care Academy website</p> <p>Register for the NIVS system</p>

If you have queries about the training you need to complete please contact your organisation’s workforce lead in the first instance.