

<ul style="list-style-type: none"> Vaccine Administration <p>If you are inexperienced in vaccination and need to attend a virtual immunisation training session, please contact your organisational lead.</p>	
<p>Anaphylaxis and basic life support training</p> <p>If you require refresher training please access the e-learning below.</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</p>	
<p>Covid-19 vaccination programme and vaccine-specific training</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 (and assessment)</p> <p>COVID-19 vaccinator competency assessment tool</p> <p>Green Book COVID-19 chapter</p>	
<p>PHE 'COVID-19 vaccination programme. Information for healthcare practitioners'</p>	
<p>Staff handbook</p> <p>Read the Bradford District and Craven COVID-19 Vaccination Programme Staff Handbook. This handbook includes information including:</p> <ul style="list-style-type: none"> ~ Where to report to ~ Fire safety relating to the site ~ An outline of the roles and responsibilities of team members ~ The health and wellbeing support available to you ~ Who to contact with any questions or concerns ~ Frequently asked questions 	Yes <input type="checkbox"/>
To be completed with your supervisor/co-ordinator on your first shift	
<p>Orientation to the site, including:</p> <ul style="list-style-type: none"> ~ Know where you can find staff facilities, including rest areas, toilets and refreshments ~ Understand local policy in relation fire safety, evacuation routes and action to be taken 	Yes <input type="checkbox"/>
<p>Understand your role, responsibilities and tasks</p>	Yes <input type="checkbox"/>
<p>Meet your supervisor and team members and understand how you will work together</p>	Yes <input type="checkbox"/>
<p>Know how to raise concerns and who you can escalate any issues to whilst on shift</p>	Yes <input type="checkbox"/>
<p>Understand how the vaccination process operates and know how and where to access key information, including:</p> <ul style="list-style-type: none"> ~ Standard operating procedures ~ Key documents and policies 	Yes <input type="checkbox"/>
<p>Understand the site-specific infection prevention and control protocols, including:</p>	Yes <input type="checkbox"/>

<ul style="list-style-type: none"> ~ Social distancing measures (for staff and patients) ~ Hand washing ~ PPE donning and doffing ~ Where PPE is stored and disposed off 	
<p><i>For clinical staff only:</i> Confirm you have the training, knowledge and skills to deliver the COVID-19 vaccination</p>	Yes <input type="checkbox"/>
Signing Off	
Supervisor	Click here to enter text.
Staff Member	Click here to enter text.
<p>What next? <i>A signed hard copy of the checklist should be kept by the shift co-ordinator.</i></p>	