

BIRMINGHAM AND SOLIHULL

Standard Operating Procedure for COVID Vaccination in Care Homes (cases and outbreaks)

This SOP should be read alongside the Guidance for COVID-19 vaccination in care homes that have cases and outbreaks [Briefing template \(england.nhs.uk\)](https://www.england.nhs.uk/guidance-and-support/operational-guidance-for-covid-19/vaccination-in-care-homes/)

Background and principles

Residents in care homes (older adults) and their carers are the first priority for COVID vaccination (Joint Committee on Vaccination and Immunisation (JCVI)). This is to protect both residents and staff and recognises that older age is the most significant risk factor for COVID.

Given the vulnerability of this cohort and the pattern of rapid transmission within care homes in the first wave, the following key principles apply:

- COVID vaccination should be offered to older adults in care homes and their carers with the aim of achieving as high uptake as possible and as rapidly as possible.
- Whilst vaccination against COVID may be temporarily deferred in some individuals e.g. acutely unwell or still within four weeks of onset of COVID symptoms², **all** other staff and care home residents should receive prompt COVID vaccination.
- There is no evidence of any safety concerns from vaccinating individuals with a past history of COVID-19 infection, or with detectable COVID-19 antibody².

Vaccinating in care homes where there is an outbreak of COVID-19 infection

The following risk assessment should be undertaken prior to undertaking vaccination in a care home where there are known active cases or an on-going outbreak. This should be completed for the first visit and repeated for any follow-up/ 'mop-up' vaccination visits.

Process

There is a different process for completion of section 2 of the form for homes within Birmingham & those within Solihull.

Due to the number of homes within Birmingham, the process will be more efficient if the form is filled in directly by the vaccination team for Birmingham homes.

Due to the smaller number of homes within Solihull, the Local Authority will assist with completion of the form as outlined below.

A list of Solihull care homes for vaccination will be issued by the immunisation team to the local authority public health team:

Solihull Public Health Team: contacttracing@solihull.gov.uk

Any homes with on-going outbreaks will be identified by the LA PH/social care commissioning team who will also complete section 2 a maximum of 3 days prior to the immunisation visit taking place.

- **Section 1** will be based on priority list issued by immunisation team and will be completed by the immunisation team for both Birmingham & Solihull homes.
- **Section 2** will be completed in conjunction with PHE & the care home by:
- **Solihull** - Local Authority - contacttracing@solihull.gov.uk
- **Birmingham** – the Immunisation Team
- **Section 3** will be completed by the Immunisation Team for both Birmingham & Solihull homes.
- **Section 4** will be completed by the Immunisation Team in conjunction with the care home for both Birmingham & Solihull homes.

The risk assessment will be signed off by the Lead Vaccinator in conjunction with the Care Home Manager or their designated deputy.

RISK ASSESSMENT

1. Background information	
Care Home Name & address	
Registered Manager Name	
CQC registration number	
Date risk assessment completed	
Date of vaccination visit	
Lead Vaccinator	
2. COVID status of home	
Number of on-going COVID cases in the care home (within 14 days of onset of symptoms/swab date)	
Date of onset of first case	
Date of onset of most recent case	
Have all residents been tested?	Yes / No
Date when testing undertaken?	
Is the Covid status known and clearly recorded?	Yes / No
Has outbreak advice been issued by the local Public Health team or Health Protection Team?	Yes / No Date issued
Recommendations acted upon by the home	Yes / No/ N/A Date implemented

<p>Is there cause for concern around the outbreak?</p> <p><i>An ongoing outbreak will not necessarily delay the vaccination process but will be dependent on the total number of cases/suspected cases, whether the outbreak is emerging or resolving, the ability of the home to adequately isolate cases or care for them in larger cohorts. If there is a low number of cases and/or cases are well isolated from the wider population in the care home, then prompt vaccination of unaffected or recovered staff and residents should be planned.</i></p>	<p>Yes/No</p> <p>[IF YES, PLEASE SPEAK DIRECT TO THE LEAD VACCINATOR AND SEEK ADVICE FROM PHE Health Protection Team AND BSOL CCG IPC TEAM]</p>
<p>3.INFECTION PREVENTION AND CONTROL MEASURES</p>	
<p><i>Ensure vaccinator's employer has carried out a risk assessment to ascertain whether any members of the immunisation team are clinically vulnerable or at greater risk who should avoid contact for their own safety.</i></p> <p>Ensure measures are in place for vaccination to proceed.</p>	
<p>How many staff will be attending the home to deliver the service?</p> <p>Only vaccinators should attend, there should not be support staff accompanying them in to a home (delivering supplies, collection of equipment).</p> <p>Prior planning should identify numbers to be vaccinated, number of vaccinations available and time available to provide vaccinations.</p> <p>The team who enter the home should only be that necessary to achieve delivery in the allotted time rather than 'flood' the home to complete as quickly as possible.</p>	

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<p>Infection control precautions are to be maintained by all staff, in all settings, at all times, for all patients; please refer to the latest IPC guidance. https://www.gov.uk/government/publications/wuhan-novel-coronavirus-infection-prevention-and-control This includes videos and posters demonstrating correct procedures for donning and doffing personal protective equipment (PPE).</p> <p>The IPC guidance states that for administration of vaccines, healthcare workers must perform hand hygiene between patients and wear a sessional fluid-resistant surgical facemask (FRSM).</p>	
<p>Have the immunisation team all had a negative LFT test on the day before or on the day of the visit?</p>	<p>Yes/No</p> <p>If No - a negative LFT test result must be obtained on the day before or on the day of the visit</p>
<p>4.ON SITE MANAGEMENT OF IMMUNISATION</p>	
<p>Is there an appropriate space in the care home for the delivery of vaccination and can this be accessed securely without contact with COVID+ patients?</p>	<p>YES/NO</p>
<p>Is there sufficient space for donning and doffing PPE, adequate waste facilities and are there adequate, easily accessible hand washing facilities?</p>	<p>YES/NO</p>

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<p>Vaccinator team – do you have a sharps box/yellow bag that you will take on and off site?</p>	<p>YES/NO</p>
<p>Is there appropriate space for residents who have been vaccinated to be observed for 15 minutes post vaccination (<i>potentially not needed for AZ vaccine</i>) if necessary access to emergency equipment and space for resuscitation should this be necessary.</p>	<p>YES/NO</p>
<p>Can the movement of the immunisation team through the care home be safely managed to minimise exposure to any affected areas in the home?</p>	<p>Yes/No</p>
<p>Can advanced cleaning be carried out before and after the immunisation session takes place?</p>	<p>Yes/No</p> <p>If no what action is required to enable this?</p> <p>Specify who will carry out cleaning post session and what materials will be used?</p>
<p>Approval</p>	
<p>Approved by: [lead vaccinator]</p>	
<p>Date of approval</p>	
<p>Approved by: [care home manager]</p>	
<p>Date of approval</p>	
<p>If not approved, please record the reason & date here</p>	

KEY LOCAL AUTHORITY CONTACTS FOR PRIORITY SUPPORT

Solihull: contacttracing@solihull.gov.uk (7 days/week)

Birmingham: contracttracing@birmingham.gov.uk (7days/week)