

PHC Memo 1 / 2021

To: All Primary HealthCare Nurses
Subject: Agreed Procedures for PHC Nurses participating in the COVID-19 vaccination programme
Date: 25th January 2021

Primary HealthCare and the MUMN have reached an agreement with regards to the following points which will come into effect as from 25th January 2021.

1. Each vaccine administration station will be composed of 2 nurses performing reconstitution and vaccine dose preparation, while another 2 nurses will be administering the COVID-19 vaccine to the clients and documenting on the EPR.
2. The nurse complement quotas for the Treatment Room shall not be affected by Point 1 above.
3. Nurses from specialized clinics who have been assigned to COVID-19 vaccine programme will return to the clinic once the vaccine programme has been completed.
4. A nurse administering a vaccine dose which has not been reconstituted and prepared by the said nurse, will not be held responsible for these 2 processes when administering the vaccine. This will hold true also for the nurse documenting on the EPR a vaccine administered by another nurse.
- 4a. A nurse may refuse to administer a vaccine dose prepared by another nurse/pharmacist if the dose is seen not to be of the required volume. In this case an Incident Report form needs to be completed and forwarded to the Director Nursing and Midwifery Services.
5. A maximum of 50-vaccine dose appointments will be set for the time period between 10:00 hrs. till 15:00 hrs as necessary. An additional 30-vaccine dose appointments will be set for the time period between 15:00 hrs till 17:00 hrs as necessary.
6. PHC COVID-19 vaccine administration / EPR documentation teams will be made up of either all PHC nurses or all contractual nurses.

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