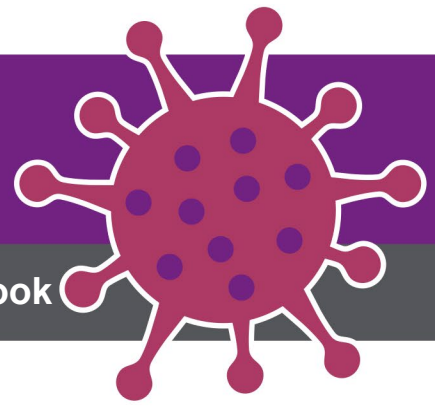


CORONAVIRUS DISEASE 2019 (COVID-19)



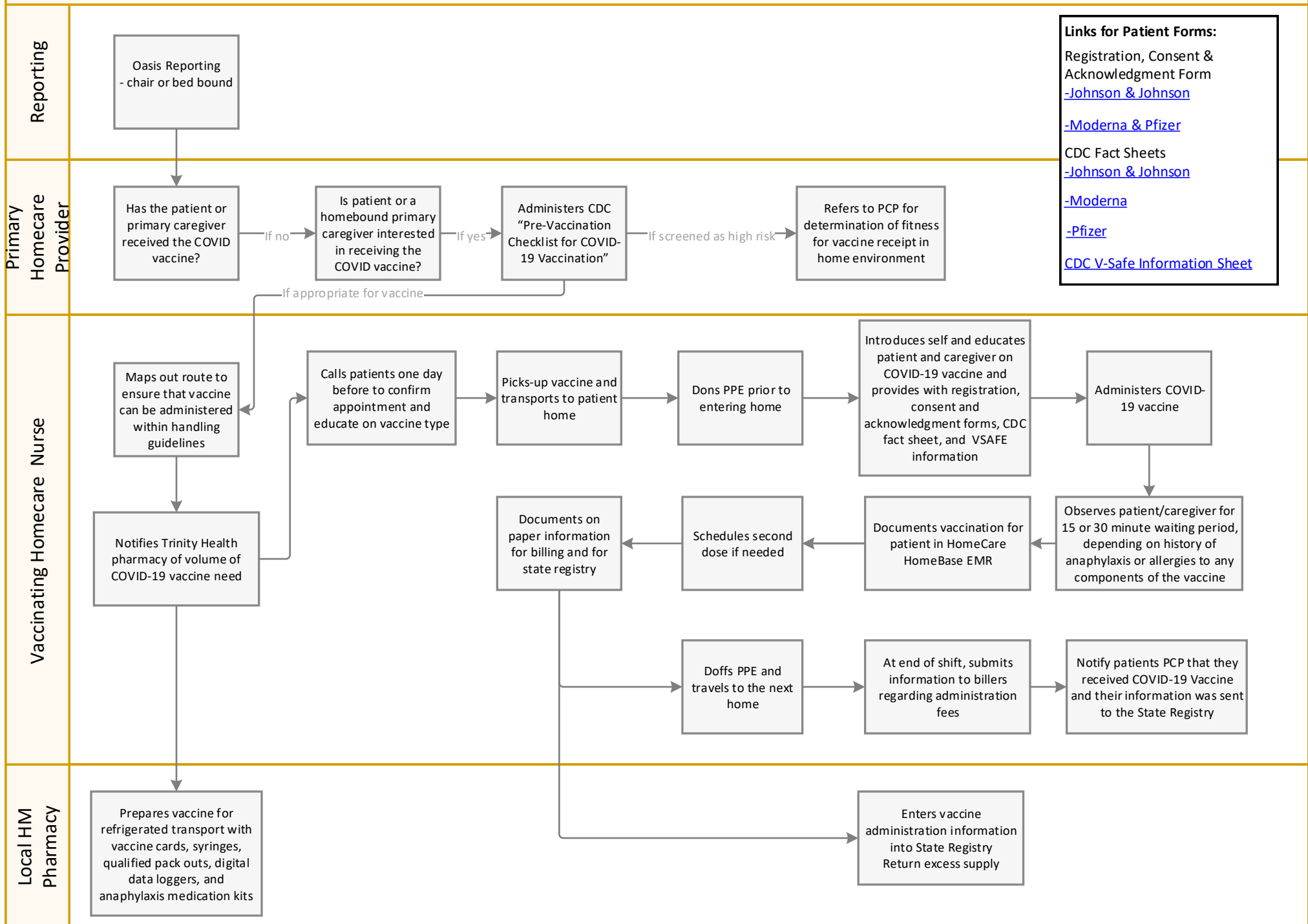
This document is part of the **COVID-19 Vaccine Operations Guidebook**



Audience: Homecare/Hospice
Revision Date: 5/24/2021
Version: # 1
COVID-19 Response Team Owner: MGPS Vaccine Operations

PROCESS Part 2 – Homecare/Hospice Vaccination Workflows

Homecare COVID-19 Vaccination- Single/First Dose



Homecare COVID-19 Vaccination- Second Dose

Primary Homecare Provider

Identify patients who need second dose

Administers CDC "Pre-Vaccination Checklist for COVID-19 Vaccination"

Links for Patient Forms:
 Registration, Consent & Acknowledgment Form
[-Johnson & Johnson](#)
[-Moderna & Pfizer](#)
 CDC Fact Sheets
[-Johnson & Johnson](#)
[-Moderna](#)
[-Pfizer](#)
[CDC V-Safe Information Sheet](#)

Vaccinating Homecare Nurse

Maps out route to ensure that vaccine can be administered within handling guidelines

Notifies Trinity Health pharmacy of volume of COVID-19 vaccine need

Calls patients one day before to confirm appointments

Picks-up vaccine and transports to patient home

Dons PPE prior to entering home

Introduces self and educates patient and caregiver on COVID-19 vaccine and provides with registration, consent and acknowledgment forms, CDC fact sheet, and VSAFE information

Administers COVID-19 vaccine

Documents on paper information for billing and for state registry

Documents vaccination for patient in HomeCare HomeBase EMR

Observes patient/caregiver for 15 or 30 minute waiting period, depending on history of anaphylaxis or allergies to any components of the vaccine

Doffs PPE and travels to the next home

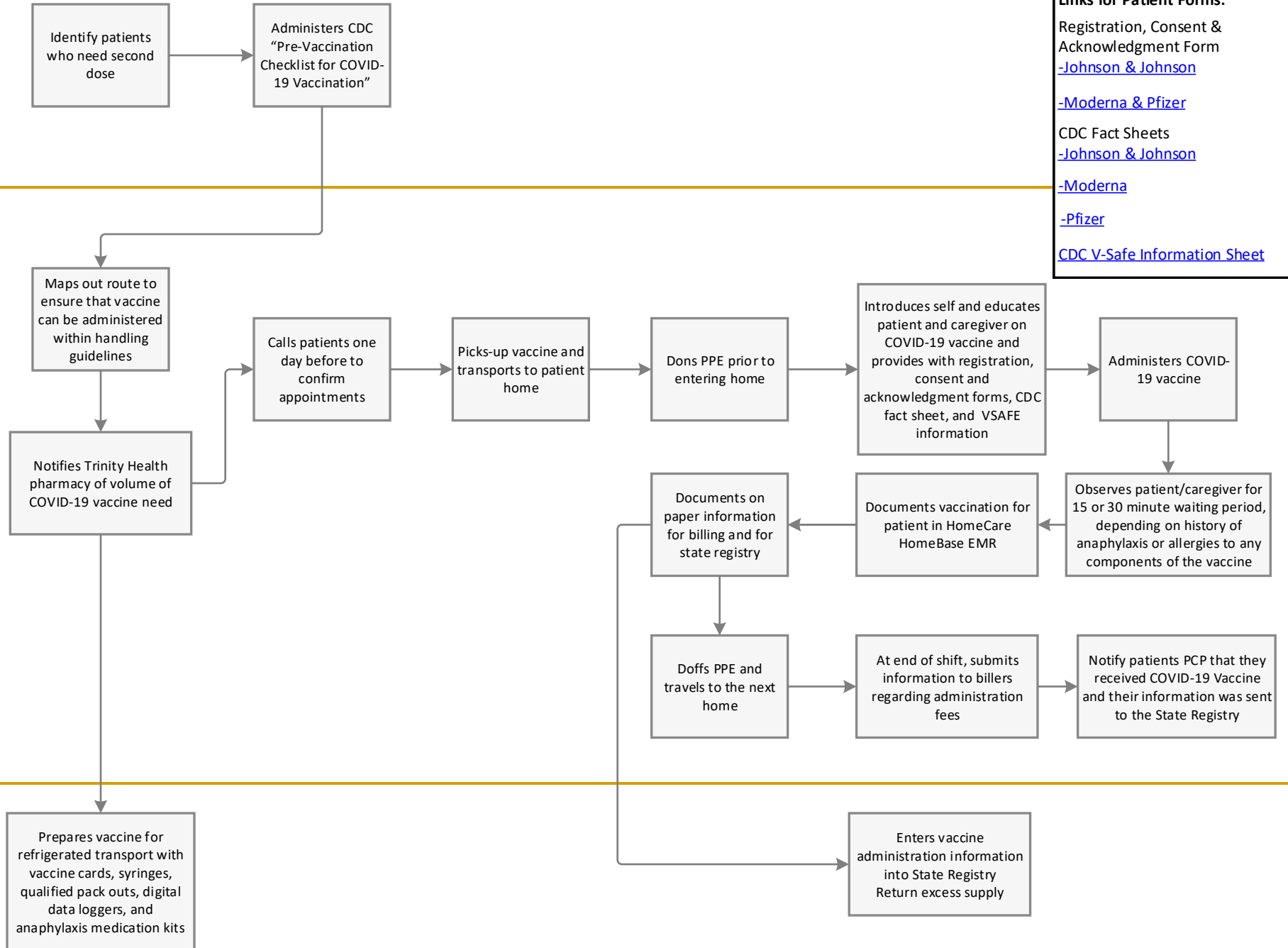
At end of shift, submits information to billers regarding administration fees

Notify patients PCP that they received COVID-19 Vaccine and their information was sent to the State Registry

Local HM Pharmacy

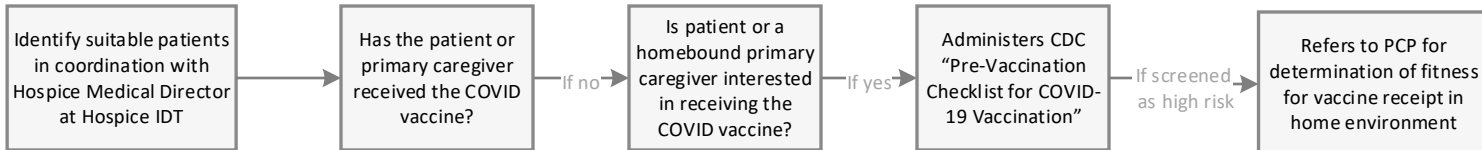
Prepares vaccine for refrigerated transport with vaccine cards, syringes, qualified pack outs, digital data loggers, and anaphylaxis medication kits

Enters vaccine administration information into State Registry Return excess supply



Hospice COVID-19 Vaccination- Single/First Dose

Primary Hospice Provider



Links for Patient Forms:

Registration, Consent & Acknowledgment Form

[-Johnson & Johnson](#)

[-Moderna & Pfizer](#)

CDC Fact Sheets

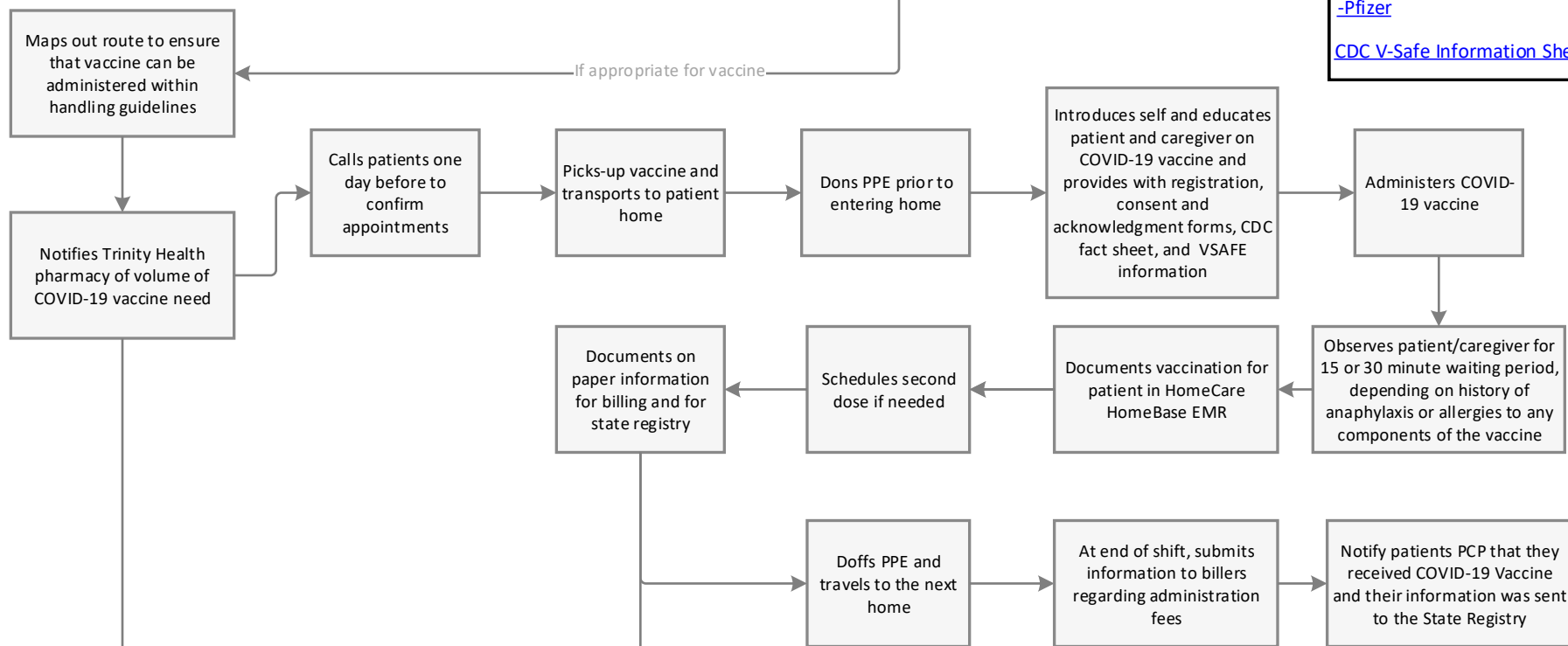
[-Johnson & Johnson](#)

[-Moderna](#)

[-Pfizer](#)

[CDC V-Safe Information Sheet](#)

Vaccinating Hospice Nurse



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Return excess supply

Hospice COVID-19 Vaccination- Second Dose

Primary Hospice Provider

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