

# CORONAVIRUS DISEASE 2019 (COVID-19)



## COVID-19 Vaccination in Ambulatory Settings



**Audience:** Ambulatory Settings (MGPS, SNF, PACE, Homecare/Hospice, CHWB, etc.)

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**COVID-19 Response Team Owner:** Medical Groups

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**UNIVERSAL:** This guide should be used for all COVID patients regardless of Ministry COVID Levels

Follow any local, state, or federal applicable laws, rules, and regulations that apply to COVID-19 testing that are more stringent.

### Purpose:

To support the health and safety of our colleagues and communities, Trinity Health offers COVID-19 vaccinations at the point of care to all eligible individuals within primary care practices and at other select ambulatory locations where high-risk populations are served.

### Vaccine Planning Considerations:

The operational planning for administering COVID-19 Vaccines in ambulatory settings should be a collaborative effort between ambulatory leadership, the RHM COVID-19 Vaccine Lead, and vaccine supply (pharmacy/other distribution points). This partnership will support the selection of appropriate ambulatory sites, vaccine clinic types (i.e., walk-in or scheduled), and vaccine manufacture type/delivery process.

All ambulatory providers should be [registered to administer the COVID-19 Vaccine](#).

As a site readies for administering the COVID-19 Vaccine, the following should be addressed:

- ☐ Determine location of administration, e.g., scheduled office visit, vaccine clinic, facility, patient home, etc.
- ☐ Patient eligibility
  - Determine process for confirming vaccination status, e.g., patient questionnaire via portal and/or on paper, within local EMR, or directly in State Registry)
- ☐ Location set-up
  - Determine vaccine source, e.g., redistribution from health ministry, direct receipt, etc.
  - Determine if there an existing courier process should be leveraged
  - Determine vaccine storage options and ensure alignment with the included [Standard Operating Procedure \(SOP\)](#)
  - Ensure site has [supplies](#) to manage side effects and potential anaphylaxis
- ☐ Staff training
  - Ensure staff is trained to [administer vaccine](#) and [manage potential side effects including anaphylaxis](#)
  - Ensure staff is trained on vaccination process and is familiar with [huddle guidance](#)

Trinity Health Employees who want to receive the vaccine in the practice need to be treated as patients and documented accordingly in the practice's EMR

### Setting Specific Resources:

#### Medical Groups

The focus should be centered around primary care (adult medicine, pediatrics, geriatrics, and OB/GYN) with potential expansion to high-risk specialty clinics (hematology-oncology, infusion, etc.) based on the health ministry anticipated need and volume in those settings.

- ☐ Take every opportunity to vaccinate patients both scheduled and walk-ins. Walk-ins should not be turned away.

#### Facility based settings (SNF, PACE, Rehab, PACE)

- ☐ Coordinate vaccine clinic operations with partnering agency (i.e., roles and responsibilities, supplies, billing, reporting etc.).

#### Homecare/Hospice

- ☐ Identify patients and follow the Homecare/Hospice COVID-19 Vaccination workflow to partner with HM pharmacy and administer vaccine.

#### Community Health & Wellbeing

- ☐ Identify mobile units available in community settings where groups may gather (can also be in places where there is a Safety Net Health Clinic but the space inside isn't available).
- ☐ Consider setting up vaccination centers in community settings where COVID-19 Vaccine partnerships can be expanded (ex. grocery stores, hardware stores, discount stores, dollar stores, theaters, festivals, amusement parks, sporting events, concerts, religious gathering spots, parades, schools)

### Additional Resources

Description	Link
CDC COVID-19 Quick Reference Guide	<a href="https://www.cdc.gov/vaccines/covid-19/downloads/covid19-vaccine-quick-reference-guide-2pages.pdf">https://www.cdc.gov/vaccines/covid-19/downloads/covid19-vaccine-quick-reference-guide-2pages.pdf</a>
CDC Toolkit for COVID-19 Vaccination in Pediatric Settings	<a href="https://www.cdc.gov/coronavirus/2019-ncov/vaccines/toolkits/pediatrician.html">https://www.cdc.gov/coronavirus/2019-ncov/vaccines/toolkits/pediatrician.html</a>
COVID-19 Vaccine Storage and Handling for Off-site Clinics	<a href="#">COVID-19 Vaccine Storage and Handling for Off-site Clinic Guidance (healthvermont.gov)</a>