Structured Administration and Supply Arrangement (SASA)

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| **TITLE:** | **Administration of COVID-19 vaccines by Enrolled Nurses** |

1. **Authority:**

Issued by the Chief Executive Officer of Health under Part 6 of the *Medicines and Poisons Regulations 2016*.

1. **Scope:**

This authorises Enrolled Nurses trained in COVID-19 immunisation, to administer COVID-19 vaccines at suitably equipped and staffed places or premises in Western Australia.

1. **Criteria:**

This SASA authorises the actions specified in the table below:

| **Practitioner:** | Enrolled nurses who satisfy all of the following:   1. have completed approved training and have the competencies in accordance with Appendix 1 2. are employed by, or contracted to provide services to:  * WA Health, * Department of Justice or * a Health Service that is a member of the Aboriginal Health Council of WA  1. are working under the direction of a Registered Nurse eligible to administer COVID-19 vaccines under SASA 023/3-2021. |
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| **Practice setting:** | Places or premises in Western Australia that comply with Appendix 2 |
| **Approved activity:** | Administration |
| **Approved medicines:** | Therapeutic Goods Administration (TGA) registered SARS-COV-2 (COVID-19) VACCINE products |
| **Medical conditions:** | Immunisation against COVID-19 infection in the Western Australian population, in accordance with the national roll-out strategy. |

1. **Conditions:**

The administration of approved medicines under this SASA is subject to the conditions that:

* 1. Where the place or premises at which COVID-19 vaccines are administered is operated by WA Health, the place or premises must be operated in compliance with any relevant Department of Health mandatory policies.
  2. The Enrolled Nurse has successfully completed training and has the competencies, in accordance with Appendix 1.
  3. Sites where vaccination is being conducted meet the minimum requirements specified in Appendix 2, including being appropriately equipped to treat clients in the event of an anaphylactic reaction;
  4. Written or documented verbal consent is obtained from the client, or their guardian, before each instance of vaccination;
  5. All vaccines administered must be recorded in the clients’ record and the Enrolled Nurse must ensure a record of vaccine administration is included in the Australian Immunisation Register (AIR);
  6. All adverse events occurring following immunisation are notified to the Western Australian Vaccine Safety Surveillance (WAVSS) system and in accordance with any other adverse event surveillance requirements of TGA product registration.
  7. The vaccines are stored at premises named on an appropriate Permit issued under the *Medicines and Poisons Act 2014*.
  8. Procurement, storage and administration is in accordance with Part 9 of the *Medicines and Poisons Regulations 2016*;
  9. Record keeping is in accordance with Part 12 of the *Medicines and Poisons Regulations 2016*; and
  10. Storage and transport of the vaccines is in accordance with the *National Vaccine Storage Guidelines: Strive for 5* and any requirements of the product information for the vaccine.

1. **References:**
2. Australia’s COVID-19 vaccine national roll-out strategy Available at: <https://www.health.gov.au/resources/publications/australias-covid-19-vaccine-national-roll-out-strategy>
3. Australian COVID-19 Vaccination Policy Available at: <https://www.health.gov.au/resources/publications/australian-covid-19-vaccination-policy>
4. Australian immunisation handbook Available at: <https://immunisationhandbook.health.gov.au/>
5. *National Vaccine Storage Guidelines 2019: Strive For 5.* 3rd ed. Canberra: Australian Government, Department of Health and Ageing. Available at: <https://www.health.gov.au/resources/publications/national-vaccine-storage-guidelines-strive-for-5>
6. *Western Australian Vaccine Safety Surveillance.* Western Australian Department of Health, 2016. Available at: <http://ww2.health.wa.gov.au/Articles/U_Z/Western-Australian-Vaccine-Safety-Surveillance-WAVSS>
7. *Australian Immunisation Register.* Available at <https://www.humanservices.gov.au/health-professionals/services/medicare/australian-immunisation-register-health-professionals>
8. **Issued by:**

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| **Name:** | Dr Andrew Robertson |
| **Position:** | Chief Health Officer, Delegate of the CEO |
| **Date:** | 30 November 2021 |

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| Enquiries to: | Medicines and Poisons Regulation Branch | Number: | 025/2-2021 |
|  | MPRB@health.wa.gov.au | Date: | 30 November 2021 |

**APPENDIX 1**

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| **Approved Training and Required Competencies** |

1. All Enrolled Nurses administering a COVID-19 vaccine in accordance with this SASA must have successfully completed training approved by the Chief Health Officer.

Approved training about COVID-19 vaccine must include:

1. Cold chain management of vaccines, including storage specific to the vaccine in use, such as ultra-low temperature storage
2. Indications and contraindications for COVID-19 vaccines
3. Management of multi-dose vials
4. Documentation of COVID-19 vaccinations to AIR and adverse events following immunisation (AEFI) to WAVSS.
5. All Enrolled Nurses administering a COVID-19 vaccine in accordance with this SASA must be competent in:
   1. Cardiopulmonary resuscitation and
   2. Diagnosis and treatment of anaphylaxis.

**APPENDIX 2**

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| **Approved Setting** |

Enrolled nurses may only administer COVID-19 vaccine in accordance with this SASA at a place or premises that has:

* Adequate space for clients waiting to be vaccinated that is not congested, observes physical distancing requirements, and is sheltered from weather elements;
* A private space for consultation with clients and vaccinator (including obtaining informed consent, answering client questions and assessment of any conditions that may preclude vaccination or require further assessment);
* A dedicated, clean, well-lit space for administration of the vaccine to clients which:
  + Includes a desk and chairs for clients and vaccinator(s);
  + permits the client to safely lie prone in the event of a severe adverse event or anaphylactic reaction;
  + offers unhindered access for emergency staff to attend and perform resuscitation procedures;
* A space for clients to wait and be observed post-vaccination, separate from the area for administering the vaccine;
* A dedicated clean and well-lit area, separate from areas that provide other clinical services at the same time, where vaccines from multi-dose vials may be drawn up, labelled, and prepared for administration;
* Adequate handwashing facilities for staff, and antimicrobial hand sanitisers available;
* Disinfectant wipes to clean stations between clients;
* A process in place to safely dispose of unused vaccines, and report wastage of unused vaccines in accordance with policies issued by the Department of Health;
* Adequate sharps disposal bins, appropriate for the volume of clients, and securely placed and spaced to mitigate the risk of needle stick injuries;
  + An in-date, complete anaphylaxis response kit;
  + Access to current editions of the *Australian Immunisation Handbook* and *National Vaccine Storage Guidelines: Strive for 5* and
  + Up-to-date, written procedures, covering provision of immunisation services.