



Occupational Health Seasonal Flu Immunisation Management Plan

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Purpose of this document

The purpose of this document is to outline the arrangements for immunisation of frontline staff for seasonal influenza. This is a subdocument of the Pandemic Influenza Contingency Plan and should be read in conjunction with this.

VERSION HISTORY

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1.0	23/05/2016	Initial version for discussion	Tracey Rawlins
2.0	23/06/2016	Revisement	Tracey Rawlins
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Occupational Health Flu Immunisation Management Plan

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Occupational Health Seasonal Flu Immunisation Plan

1. Introduction

NHS Trusts are responsible for ensuring that arrangements are in place for the vaccination of their healthcare workers with direct patient contact.

Flu outbreaks can arise in health and social care settings with both staff and their patients being affected when flu is circulating in the community. To reduce the risk of a flu outbreak it is important that healthcare professionals protect themselves by having the flu vaccine, and in doing so reduce the risk of spreading the flu virus to their patients, clients, colleagues and family members.

Each year flu viruses change and the World Health Organisation makes recommendations about the strains to be included in vaccines for the forthcoming winter. Every year the Department of Health publishes a list of recommended vaccines, from which each individual Trust can select the vaccine they wish to utilise to immunise employees.

This year Kingston Hospital NHS Foundation Trust ordered 3500 Quadrivalent Influenza Vaccine (split environ). There are four delivery dates throughout October and November with small volumes for the first three deliveries and the last delivery on 09.11.20 has the highest volume. In order to avoid running out of stock early in the campaign the Flu Clinics will commence on Monday 12.10.20.

In light of the COVID-19 Pandemic the government has expanded the annual flu vaccination programme to support their plans to ready the NHS both for the risk of a second peak of coronavirus cases and to relieve winter pressures on emergency care.

The government Flu Programme aims to vaccinate up to 30 million people including a number of new groups, i.e. those over 50 (nearly 30% of Kingston Hospital staff are in this category), those who are on the shielded patient list and members of their household and those who are employed using personal health budget.

1.1 Priority Groups

Those staff who are directly involved in patient care, examples of which include: Doctors, Dentists, Nurses, Midwives, Paramedics and ambulance staff, Occupational Therapists and Physiotherapists and students or trainees in these disciplines employed by the Trust. Volunteers and Mediclean employees with direct patient contact will also need to be included as well as social care employees who provide personal care to children or adults in hospitals, including students and trainees in these disciplines if employed by the Trust.

It is important to emphasise as part of Kingston Hospital NHS Foundation trusts' resilience and planning that all Trust staff should be vaccinated to protect themselves, their patients and families and friends. Therefore Kingston Hospital NHS Foundation Trust aims to offer Flu Vaccine to 100% of Trust employees.

2. Planning

2.1 Occupational Health (OH) Clinics

This year OH aims to employ equivalent of 3 WTE Bank Staff Nurse to assist the team deliver the programme in conjunction with the OH Team. These bank nurses will assist with the running the Flu Vaccination Programme and the OT Team will provide management and clinical support to Flu Peer Vaccinators.

2.2 Costs implications

Cost of 3 WTE Band 5 Bank Nurses for 6 weeks be approx. £11,500. Cost of the Quadrivalent Flu vaccine will be approx. £17,000 and the cost of consumables, i.e. aprons, gloves, face masks, cotton wool, plasters & sharps bins etc. £500. Total cost = **£29,000**. The vaccines have been purchased on a 30% "Sale or Return". Sufficient *Work Perk* <https://www.theworkperk.com/> samples are stored throughout the year for staff receiving their flu vaccine.

2020/21 Target Estimate

Based on the current ESR report there are total of 3566 staff are employed at Kingston Hospital NHS Foundation Trust, 2715 of whom are frontline clinical workers. The breakdown of the clinical groups is as follows:

- 1191 – Qualified Nurses/Midwives
- 609 – Support to clinical staff
- 567 – Doctors/Dentists
- 348 – Allied Professionals

The original CQUIN target set as 90% does not have a monetary value this year.

Please note: These figures were accurate when this document was written however these numbers may change throughout the Flu Season with starters & leavers. The numbers quoted do not include Volunteers, Agency & Bank Partners staff, Clinical Students & honorary staff not employed by the Trust, as well as any staff on retainer schemes or seconded outside of the Trust during the flu season.

2.3 Roving and Static Flu Clinics

In addition to the dedicated clinics in OH, the Bank Flu Nurses will be available to administer the vaccine in clinical areas maximising the uptake of the Flu Vaccine from mid-October to mid November 2020. OH will provide daily early morning Flu clinics enabling night staff to be vaccinated after work as well as Drop-in Clinics in areas not covered by the Flu Timetable during November & December, should this be required. These sessions can be arranged by emailing from 20.11.20 khft.occupationalhealth2@nhs.net

3. Peer Vaccinator Volunteer Programme

As well as the planned and roving OH managed clinics, we intend that vaccinations are provided locally by Peer Vaccinators. This increases efficiency as the local peer vaccinators will be able to undertake vaccinations in their local areas, shadowing shift patterns in many cases. These are overseen by OH.

Peer vaccinators are supported by their managers to have time away from their normal duties to undertake the vaccinations locally.

OH will be attending the next Link Nurse Infection & Prevention Control Meeting to discuss the importance of Peer Vaccinator volunteers.

3.1 Flu Nurse Volunteer Targets and Area Leads

Maternity Staff - Jackie Latimer
Cancer Services & GUM – Simon Green
Corporate Staff – Mel Whitfield

Those who wish to organise a Peer vaccinator to undertake vaccinations in their area should email khft.occupationalhealth2@nhs.net to discuss the training implication and time commitment.

3.2 Training

Once the Peer Vaccinators have undergone the relevant online training and have met the competencies to both safely administer the Influenza vaccine and manage an anaphylaxis emergency they will sign a competency sheet for influenza immunisation and anaphylaxis. Peer Vaccinators will be able to administer the vaccine locally once successfully validated by

the OH Team Appendix 1 details the requirements/training required to become a Trust Peer Flu Vaccinator.

3.3 OH support for Peer Nurse Vaccinators

The OH Team acts as a support centre for the Peer Vaccinators, providing advice on the collection of vaccines and waste disposal. They provide electronic forms for their vaccination activities and will be the point of return for completed documentation for data inputting as soon as completed.

4. Planned Delivery and Procedure

The Flu Plan is initiated once OH is notified by the Trust Pharmacy that sufficient stock of the Flu vaccines has arrived. The OH staff will collect the Flu vaccine stock to be stored in the OH department drug fridge on the pre-planned staged dates in section 1.

5. Storage & Pharmacy

The Flu vaccine needs to be stored between 2°C - 8°C, with the cold chain being maintained at all times. Pharmacy will provide support with storage and transportation arrangements for all the OH run clinics and Peer Vaccinators activity. Supplies of vaccines can be obtained from OH to ensure that sufficient stocks of vaccine can be collected and administered by Peer Vaccinators in the locality where they are providing vaccines, ensuring the cold chain is maintained.

6. Data Recording Collection and Reporting

Accurate data recording and data collection will be vital in assessing the roll out and impact of the Seasonal Flu Vaccination Campaign.

OH will provide data on the total number of clinical staff vaccinated will be available by the end of every Friday from 12.10.20 to 20.11.20 and monthly thereafter until the end of the campaign on 28.02.21. This data will include Job Grade, Area of Work and Directorate, as well as job role details of those who have declined, received the vaccine elsewhere or if the vaccine was contraindicated.

7. Governance

The OH will be responsible for the overall monitoring of the implementation of the Seasonal Flu Vaccine Management Programme with the Director of Nursing as the 'Flu Resilience Director'.

In line with Trust policy the Flu HR policy should be referred to when managing front line clinical staff who decline the vaccine. (See Appendix 2 for the decline form).

Verbal informed consent will be obtained from all trust staff prior to vaccination in line with the Written Instruction or Patient Group Directive.

8. Communications

The Trust's Communications Department will provide communications support to the campaign to ensure that all staff working in the Trust are aware of the Seasonal Flu Immunisation Programme and how to obtain the vaccine.

Line managers will play an important role in disseminating information to their staff and encouraging them to be vaccinated.

Five short Myth Buster Videos have been formatted with information displayed on cards which will be on the trust intranet on a daily basis.

Myth Buster clips will be added to staff September pay slips to help raise awareness of the campaign starting 12.10.20.

See Appendix 3 for more information on methods being used to promote the service and key messages. Following findings from the flu survey key messages should be focused on the importance on infection control and avoid specific mention of targets.

9. Security

A risk assessment has been carried out by OH considering handling and storage of vaccines. See Appendix 4 for anaphylaxis guide.

Flu Programme Timetable

Weeks 1 - 4

OH & Bank Flu nurses will be administering Flu vaccines see Appendix 3.

At the beginning of week 5 the OH team will review the results of the campaign and individually target any clinical staff yet to be vaccinated with help from Health Roster.

Data will be fed back to the CQUIN group to discuss any possible short fall in 90% target in order to reduce the risk of failure. This information will also be fed back to:

- Head of Workforce
- Chief Executive
- Medical Director
- Director of Nursing

Appendices

1 Peer vaccinator programme

2 Decline form

3 Communications programme including Roaming Clinics Timetable

4 Resuscitation Council Guidelines for management of suspected anaphylaxis

5 Flu Written Instruction/PGD

References

Health Protection Agency:

http://www.hpa.org.uk/infections/topics_az/influenza/seasonal/default.htm

NHS Immunisation Information: www.immunisation.nhs.uk

Department of Health: Flu Immunisation Communications Campaign 20/21

www.dh.gov.uk

European Centre for Disease Prevention and Control:

http://www.ecdc.eu.int/Health_topics/influenza/Index.html

WHO: <http://www.who.int/topics/influenza/en/>

Department of Health (2009) Pandemic Vaccine Priority for Most at Risk, Health Service Circular DoH August 2009.

Immunisations against Infectious Diseases (2006). The Stationary Office. Norwich.

<http://www.dh.gov.uk>

http://www.hpa.org.uk/infections/topics_az/influenza/seasonal/default.htm

Appendix 1

Peer Vaccinators 2020/21

Dear Colleague

Thank you for your interest in becoming a Peer Vaccinator for the Trust.

The following commitments are required for you to become a peer vaccinator. Please read through the list below and sign the section at the bottom once you have completed all the steps.

1. The vaccine training programmes are online and can be accessed via ESR training:
 - 000 Vaccine Administration
 - 000 Vaccine Storage
 - 000 Flu Immunisation: Core Knowledge
 - 000 Flu Immunisation: Inactivated Flu Vaccines
2. Alternatively register with <http://www.e-lfh.org.uk> and complete the following online training sessions and return the certificates:
 - Core Knowledge for Flu Immunisers
 - Inactivated Flu Vaccines
 - Anaphylaxis(NB your NMC registration number is required to register for this training)
3. Read, sign and return a copy of the attached NHS London Influenza PGD. Comply with the vaccines cold chain and return any unused vaccines within a timely fashion reducing wastage.
4. Ensure the clinical staff in your area complete the attached consent/decline and keep these records in line trust policy. Return all completed forms to OH in a timely fashion enabling us to upload data into the national database on a monthly basis.

Please do not hesitate to contact OH on 02089342615 or khft.occupationalhealth2@nhs.net if you have any concerns.

I agree to help champion the flu campaign and administer flu vaccines to clinical staff working in my area under the NHS England Written Instruction for Flu Vaccine.

Name:	Job Title:
Signature:	Date:

For office use only:

Online flu training completed & Certificates returned	Yes/No
Online anaphylaxis training completed & Certificate returned	Yes/No
Copy of signed PGD signed & returned	Yes/No
Forms completed & returned	Yes/No

Appendix 2

Influenza Immunisation Declination Record Sheet

Please complete the following legibly in **BLOCK CAPITALS**

First name:	
Surname:	
Surname at birth (if different from current surname):	
Telephone Number: (Work) (Mobile)	
Trust Email:	If none, other Email:
Job title:	
Does your role involve contact with patients (tick): <input type="checkbox"/> Yes <input type="checkbox"/> No	
Students (tick 1 only): <input type="checkbox"/> Kingston University <input type="checkbox"/> Other university, please specify:	
Employer (tick 1 only): <input type="checkbox"/> Kingston Hospital NHS Foundation Trust <input type="checkbox"/> ISS Mediclean <input type="checkbox"/> St Georges Pathology <input type="checkbox"/> Other, please specify:	
Directorate:	
Dept / Ward:	
I have had my flu vaccine elsewhere: <input type="checkbox"/> GP Practice <input type="checkbox"/> Pharmacy <input type="checkbox"/> Other Date of immunisation:	
I do not wish to have the flu vaccine for the following reason/s: <input type="checkbox"/> I don't believe the flu vaccine works <input type="checkbox"/> I have previously had a bad reaction <input type="checkbox"/> I do not think I am at risk of getting flu <input type="checkbox"/> I am allergic to the vaccine <input type="checkbox"/> I might get flu from the vaccine <input type="checkbox"/> I have a fear of injections <input type="checkbox"/> I might experience side effects from the vaccine <input type="checkbox"/> Religious reasons <input type="checkbox"/> Other reason:	
Signature: Date:	



Be a flu fighter!

We will be visiting departments to offer the vaccine to staff this week.

Why is vaccination important for healthcare workers?

- Frontline healthcare workers are more likely to be exposed to the influenza virus than the general population
- Healthcare workers may transmit the illness to patients even if they are only mildly infected with no symptoms themselves
- Flu does kill; deaths from flu are high compared to other infectious diseases, but It is largely preventable through vaccination
- The vaccine is safe and does not give you flu.

Check out our full time table on intranet or if you have any queries regarding the safety and effectiveness of the vaccine, contact OH on Ext. 2615.

Day	08:00 - 08:30	09:00 - 11:00	11:30 - 13:30	14:00 - 15:00
Mon 12th	OH Drop-In	ED, Radiology, Main OPDs Pharmacy & Phlebotomy	Staff Restaurant	Paediatric Wards & OPD
Tues 13th	OH Drop-In	Esher Wing Levels 5, 6 & 7	Staff Restaurant	Theatres
Wed 14th	OH Drop-In	Surgical Centre Level 3 & 4 Roehampton Wing	Staff Restaurant	ITU
Thurs 15th	OH Drop-In	DSU & Antenatal unit NNU & Maternity	Staff Restaurant	Pathology
Fri 16th	OH Drop-In	Education Centre Dental, Radiology & Rowan Bentall Wing	Staff Restaurant	Sir William Rous Cancer Unit

Flu myths baster / Flu facts VS Fiction

- **The flu jab gives you flu**

Fact: The adult flu jab doesn't contain a live virus so it's impossible to get flu from it

- **You can't spread flu if you're feeling well**

Fact: You could be spreading flu right now, with 77 per cent of people with flu showing no symptoms.

- **The vaccine does not work**

Fact: The vaccine us the single most effective protection again flu.

- **I'm fit and healthy, I don't need the vaccine**

Fact: Being healthy does not protect you against flu, and you could be spreading the virus with no symptoms.

Come and have your Flu jab and be a flu fighter! OH will be visiting departments to offer the vaccine to staff. Flu is dangerous, highly contagious and largely preventable. Protect yourself, your family and your patients. If you have any queries / concerns regarding the safety and effectiveness of the vaccine, contact OH on ext. 2615.



WEEK 2 Comms

Protect yourself, your family and your patients!!!!

- Against flu. Flu is dangerous, highly contagious and largely preventable. As a Trust employee it is very important that you are vaccinated in order to protect yourself, your patients, and your family- so be a flu fighter, get your flu jab.
- OH will be visiting departments to offer the vaccine to staff. If you have any queries regarding the safety and effectiveness of the vaccine, then check out our FAQs on the Intranet home page, or contact OH on ext. 2615.

Flu Facts

- It's safe – last year over 74% of trust clinical staff had it
- It takes just five minutes to have
- You can get it in lots of places including daily drop in sessions outside the staff canteen & in the OH Department
- We will be coming to you – for details of when we will be visiting your area see this weeks' timetable

Day	08:00 - 08:30	09:00 - 11:00	11:30 - 13:30	14:00 - 15:00
Mon 19th	OH Drop-In	Dental, Radiology & Rowan Bentall Wing	Staff Restaurant	Sir William Rous Cancer Unit
Tues 20th	OH Drop-In	ED, Radiology, Main OPDs Pharmacy & Phlebotomy	Staff Restaurant	Paediatric Wards & OPD
Wed 21st	OH Drop-In	Esher Wing Level 5, 6 & 7	Staff Restaurant	Theatres
Thurs 22nd	OH Drop-In	Surgical Centre Levels 3 & 4 Roehampton Wing	Staff Restaurant	ITU
Fri 23rd	OH Drop-In	DSU & Antenatal unit NNU & Maternity	Staff Restaurant	REU

Flu myth busters

Do I need to have a flu jab every year?

If you were vaccinated last year, you helped to fight the flu and took an extra step towards excellent patient care. Please do the same again this year as you won't be protected against the new strains of circulating flu.

I've never had flu before!

Anyone can get the flu. One of the most common reasons staff give for not getting vaccinated is 'I've never had flu before'. There's no such thing as natural immunity to influenza. With new strains circulating this year, it's best to get vaccinated against flu. Get your flu jab as soon as possible and encourage those around you to do the same.

Healthy diets won't prevent flu. Your diet could well be helping to boost your immune system, but eating well will not protect you from flu. The best way to protect yourself, your family and your patients against flu is by getting the flu jab.



WEEK 3 Comms

Don't get caught, without the Flu jab!!!

Flu is dangerous, highly contagious and largely preventable. As a health care worker it is important that you are vaccinated in order to protect yourself, your patients, and your family- so be a flu fighter, get your flu jab.

OH & Wellbeing will be visiting departments to offer the vaccine to staff. If you have any queries regarding the safety and effectiveness of the vaccine, then check out our FAQs on the Intranet home page, or contact OH on ext. 2615.

Flu Facts:

- Flu is a highly transmissible infection. Healthcare workers may transmit the illness to patients even if they are mildly or sub-clinically infected.
- The vaccine is one of the safest in the world. Seasonal flu vaccine is given to millions of people in the UK each year. The specific strains of flu that are included may change from one year to the next, but vaccines are still thoroughly tested and are safe.
- The flu jab can't give you the flu. It's impossible to get flu from having the flu jab because the vaccine doesn't contain live viruses. A very small number of people experience side effects such as aching muscles, but this is simply their immune system responding to the vaccine.

Flu vaccine – Have you had yours?

Flu is dangerous, highly contagious and largely preventable. As a health care worker it is important that you are vaccinated in order to protect yourself, your patients, and your family- so be a flu fighter, get your flu jab.

Flu jab myth!

Can flu jab give you flu?

It is **impossible** to get flu from the having the flu jab because the vaccine doesn't contain live viruses. A very small number of people experience side effects such as aching muscles, but this is simply their immune system responding to the vaccine.

Vaccination isn't just about keeping yourself safe, it's about protecting your colleagues, your family and your patients.

Day	08:00 - 08:30	09:00 - 11:00	11:30 - 13:30	14:00 - 15:00
Mon 26th	OH Drop-In	DSU & Antenatal unit NNU & Maternity	Staff Restaurant	Pathology
Tues 27th	OH Drop-In	Dental, Radiology & Rowan Bentall Wing	Staff Restaurant	Sir William Rous Cancer Unit
Wed 28th	OH Drop-In	ED, Radiology, Main OPDs Pharmacy & Phlebotomy	Staff Restaurant	Paediatric Wards & OPD
Thurs 29th	OH Drop-In	Esher Wing Level 5, 6 & 7	Staff Restaurant	Theatres
Fri 30th	OH Drop-In	Surgical Centre Level 3 & 4 Roehampton Wing	Staff Restaurant	ITU



WEEK 4 Comms

Reasons to have flu injections

- Frontline health care workers have a duty of care to protect their patients and service users from infection.
- Flu vaccination protects you & reduces risk of spreading flu to your patients, service users, colleagues and family members.
- Flu vaccination of health care workers can also help reduce sickness absences and contributes to keeping the NHS and care services running through winter pressures.

OH and Wellbeing team are still out and about visiting departments to offer the vaccine to staff. Full timetable is available on Intranet. If you have any queries regarding the safety and effectiveness of the vaccine, then check out our FAQs on the Intranet home page, or contact OH on Ext. 2615

Flu fighters wanted!

Become a flu fighter and not only protect yourself but also your family and friends.

Day	08:00 - 08:30	09:00 - 11:00	11:30 - 13:30	14:00 - 15:00
Mon 2 nd	OH Drop-In	Surgical Centre Roehampton Wing Level 3 & 4	Staff Restaurant	ITU
Tues 3 rd	OH Drop-In	DSU & Antenatal unit NNU & Maternity	Staff Restaurant	REU
Wed 4 th	OH Drop-In	Dental, Radiology & Rowan Bentall Wing	Staff Restaurant	Sir William Rous Cancer Unit
Thurs 5 th	OH Drop-In	ED, Radiology, Main OPDs Pharmacy & Phlebotomy	Staff Restaurant	Paediatric Wards & OPD
Fri 6 th	OH Drop-In	Esher Wing Levels 5, 6 & 7	Staff Restaurant	Theatres



Week 5 Comms

Teach your body what to do, vaccinate against flu!

So far we have managed to vaccinate ...% of Trust staff. Become a Flu Fighter and help us protect you, your colleagues and family as well as your patients from contracting Influenza this winter.

OH Nurses will be visiting departments to offer the vaccine to staff as well as providing drop-in clinics weekdays from 8am to 8:30am. If you have any queries regarding the safety and effectiveness of the vaccine, then check out our FAQs on the Intranet home page, or ring OH on ext. 2615.

Stop the flu in its tracks.

The flu ends with you, get vaccinated against flu! Anyone can get the flu. One of the most common reasons staff give for not getting vaccinated is 'I've never had flu before'. There's no such thing as natural immunity to influenza. With new strains circulating this year, it's best to get vaccinated against flu. Get your flu jab as soon as possible and encourage those around you to do the same.

OH Nurses are still visiting departments to offer the vaccine to staff. If you have any queries please call OH on ext. 2615. Full timetable is available on Intranet.

Get the vaccine to show flu who's the boss!

If you were vaccinated last year, you helped to fight the flu and took an extra step towards excellent patient care. Please do the same again this year as you won't be protected against the new strains of circulating flu.

The OH Nurses are continuing to visit departments to offer the vaccine to staff. Check out our full time table on intranet or call OH on ext. 2615

Get a flu jab, it's so quick!

Flu is dangerous, highly contagious and largely preventable. As a health care worker it is important that you are vaccinated in order to protect yourself, your patients, and your family- so be a flu fighter, get your flu jab.

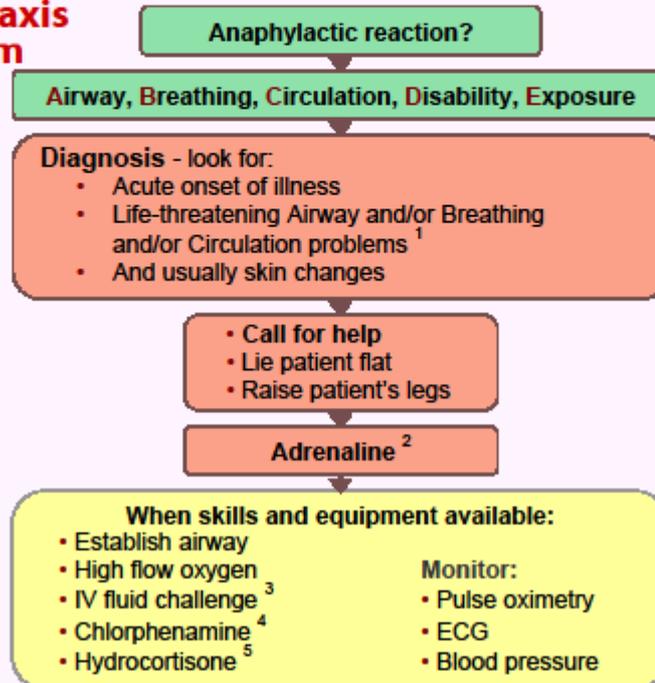
OH & Wellbeing will be running drop-in clinics weekdays from 8am to 8:30am. If you have any queries regarding the safety and effectiveness of the vaccine, then check out our FAQs on the Intranet home page, or ring OH on Ext. 2615.

Weeks 5 & 6

Flu Nurses will target staff direct during weeks 5 & 6 to ensure all staff are offered the flu vaccine and increase the overall vaccine uptake.



Anaphylaxis algorithm



1 Life-threatening problems:

Airway: swelling, hoarseness, stridor
Breathing: rapid breathing, wheeze, fatigue, cyanosis, SpO₂ < 92%, confusion
Circulation: pale, clammy, low blood pressure, faintness, drowsy/coma

2 Adrenaline (give IM unless experienced with IV adrenaline)

IM doses of 1:1000 adrenaline (repeat after 5 min if no better)

- Adult 500 micrograms IM (0.5 mL)
- Child more than 12 years: 500 micrograms IM (0.5 mL)
- Child 6 - 12 years: 300 micrograms IM (0.3 mL)
- Child less than 6 years: 150 micrograms IM (0.15 mL)

Adrenaline IV to be given **only by experienced specialists**
 Titrate: Adults 50 micrograms; Children 1 microgram/kg

3 IV fluid challenge:

Adult - 500 – 1000 mL
 Child - crystalloid 20 mL/kg

Stop IV colloid if this might be the cause of anaphylaxis

4 Chlorphenamine (IM or slow IV)

Adult or child more than 12 years 10 mg
 Child 6 - 12 years 5 mg
 Child 6 months to 6 years 2.5 mg
 Child less than 6 months 250 micrograms/kg

5 Hydrocortisone (IM or slow IV)

200 mg
 100 mg
 50 mg
 25 mg

March 2008

Appendix 5 – Flu PGD –awaiting ratification of flu PGD 2020-21 (see attached)



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