

Standard Worksheet

Process: *Immunization Clinic*

Desired Goal or Outcome: *Prevention Infection Transmission in Health Care Settings*

PREP PRIOR TO CLINIC

Set up work flow and space to maintain separate zones:

- Create clean zone for clean supplies (syringe, needle, alcohol swab, gauze and band aids).
- Place hand sanitizer, sharps container and waste receptacle in accessible locations at point of care delivery.

NOTE: Facility approved disinfectant wipes should be available on table top. Use disinfectant wipe(s) to clean area prior to setting up clean supplies, if immunization space become contaminated and at the end of the clinic.

STEP	PREPARE VACCINE
1	Clean hands.
2	Clean immunization prep area with disinfectant wipe. NOTE: Avoid using sheet/paper liners. Clean table surface before clinic, if space becomes contaminated and at the end of use.
3	Gather supplies: medication vial, alcohol swabs, syringe, needles. Review expiry date. Follow medications manufacturer's instructions (storage and reconstitution) Open and immediately attach syringe/needles (one at a time). Place on clean surface. Repeat until all syringes/needles assembled.
4	Clean hands.
5	Clean vial stopper with an alcohol swab (a new swab prior to each access). Allow to dry. Draw up required dosage. Recap needle carefully. Place on clean prepared surface (table or tray).

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STEP	VACCINATION DELIVERY
1	Clean hands.
2	Collect form and/or review health card. Roll up sleeve. Position client.
3	Clean hands.
4	<p>If used, put on gloves.</p> <div data-bbox="380 999 1344 1136" style="background-color: #f0f0f0; padding: 10px;"> <p>NOTE: Glove use is not required for immunization, however may be used according to Routine Practices and if staff have lesions or have an allergy.</p> </div>
5	Give vaccination. Apply gauze and place band aid if required.
6	Discard items in sharps container and garbage.
7	If used, remove gloves.
8	Clean hands.
9	Document.