

	County of Sacramento Department of Health Services Division of Primary Health Policy and Procedure	Policy Issuer (Unit/Program)	JCH
		Policy Number	B01-1410c
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		Revision Date	07-19
Title: Immunizations		Functional Area: Health Services	
Approved By: Pamela Gandy-Rosemond, MSN RN CCHP Health Administrator Approved By: Scarlett Ong, BSN RN Clinic Manager			

Policy:

Sacramento Juvenile Correctional Health (JCH) Clinic shall provide immunizations (IZ) to all youths (patients) in custody, as ordered by the clinician and administered by trained clinic staff, following guidelines from the Center for Disease Control (CDC), in accordance with State and Federal regulations, and current nursing practice standards.

Procedures:

A. Chart Review/Eligibility

1. All youths (patients) in custody will be screened for individual need of vaccination and eligibility for Vaccine for Children (VFC) by trained clinic staff.
2. All youths (patients) must have current consent on file to receive immunization. Youths (patients) 18 years old or over may give own consent.
3. In the event the minor has no valid consent on file; Vaccine Coordinator, or back up Vaccine Coordinator or designee will make reasonable effort to contact parent/guardian and obtain consent for immunization.
4. Immunization history must be checked prior to administration of an immunization. If no history is available, contact the last school youth (patient) had attended and request a copy of the immunization record/history. If no response within 14 days, administer immunization per policy.
5. Trained clinic staff may enter past immunizations and update record into the California Immunization Registry (CAIR2) website <http://cairweb.org/>

B. Procedure

1. Vaccine Coordinator, backup vaccine coordinator or designee will:
 - a. Check CAIR2 website record for recommended immunizations. Once verified which vaccine is due, enter new order for immunization in the Electronic Medical Record (EMR).
 - b. Enter any future orders for immunization as verbal orders.
2. Trained Clinic Staff will:
 - a. Open the "Immunization Due" Today list on the Electronic Medical Record.
 - b. Open youth (patient) chart to check for the minor's parental consent or court consent, if applicable.

- c. Ask youth (patient) to fill out the form “Immunization Questionnaire” to determine if youth (patient) has any contraindication. If one or more questions on the form are answered “yes”, bring form to clinician for review. Clinician must determine if it is safe to administer the vaccine.
- d. Immunization questionnaire must be signed and dated by the youth (patient).
- e. Obtain supplies and vaccines and follow the procedures for giving injections.’
- f. Provide youth (patient) teaching including the current Vaccine Information sheet (VIS) and answer youth (patient) questions as needed, before vaccine administration.
- g. Administer vaccine based on current nursing practice standards. Monitor youth (patient) for any allergic/adverse reaction and respond appropriately.

C. Documentation

- 1.All immunization must be documented in the Electronic Medical Record (EMR) and the “Clinic Immunization Record” binder.
- 2.Documentation must include:
 - a. Date of administration, lot number, expiration date, name of vaccine, manufacture, Vaccine Information Sheet (VIS), location of injection and name of clinic staff who administered the vaccine.
- 3.Update patient immunization information onto the California Immunization Registry (CAIR).
 - a. Provide a copy of the CAIR record/yellow card to the youth (patient) upon release.
 - b. Copy of the updated yellow card may be scanned to the EMR.

D. Vaccine Ordering, Delivery, Storage and Transportation

- 1.VFC vaccines are ordered by the Vaccine Coordinator or backup Vaccine Coordinator, in accordance with VFC procedure.
- 2.Syringes, bandages, gloves and other medical supplies are stored in the clean supply room.
- 3.The vaccine cart contains medical supplies, sharps container and an epinephrine auto-injector for emergency use.
- 4.Youth detention Facility (YDF) will accept all vaccine deliveries at the warehouse:
 - a. Warehouse staff will notify clinic staff of vaccine arrival
 - b. Clinic staff will retrieve vaccines immediately upon notification and handle vaccine according to protocol.
 - c. Clinic staff will notify Vaccine Coordinator, backup Vaccine Coordinator, or SRN on duty. Clinic staff must document on the delivery slip who they notified with date, time and initials.
- 5.Trained staff must monitor and record refrigerator and freezer temperature twice a day. The refrigerator temperature must be kept at 2-8 degrees Centigrade (36.0 to 46.0 Fahrenheit) while the freezer must be kept at -50 to -15 degrees Centigrade (-58.0 to 5.0 degrees Fahrenheit).

6. Ensure data logger is in place recording:
 - a. If alarm went off:
 1. Clear Min/Max and alarm symbol
 2. Post "DO NOT USE VACCINE" sign
 3. Alert your supervisor
7. In the event of power failure, ensure that refrigerator and freezer are plugged into a power outlet supplied by a generator and follow DHS protocol for power failure.
8. Varicella and MMR are stored in the freezer and all other vaccines are stored in the refrigerator. Both freezer and refrigerator are equipped with data loggers.
 - a. Varicella is transported with dry ice at all times between facilities.

References:

Epidemiology and Prevention of Vaccine-Preventable Diseases 13th Edition US DHHS CDC
<https://www.cdc.gov/vaccines/pubs/pinkbook/downloads/table-of-contents.pdf>

Advisory Committee on Immunization Practices

Vaccines for Children (VFC)

NCCHC, Y-B-01

Title 15, Article 8, Section 1410

Attachments:

Clinic Immunization Record

Immunization Questionnaire

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