

LAC+USC MEDICAL CENTER STANDARDIZED PROCEDURE

Subject: STANDARDIZED PROCEDURE FOR: ADULT INPATIENT SCREENING AND ADMINISTRATION OF INFLUENZA, PNEUMOCOCCAL, AND COVID-19 VACCINES	Original Issue Date:	Standardized Procedure #
	Supersedes:	Effective Date: 10/21
	Reviewed & Approved by: Interdisciplinary Practice Committee Attending Staff Association Executive Committee	

PURPOSE:

To minimize missed opportunities and provide immunizations to hospitalized patients. The Standardized Procedure for Adult Inpatient Screening and Administration of Influenza, Pneumococcal, and COVID-19 Vaccine will allow registered nurses (RNs) to assess all adult inpatients and administer to eligible hospitalized patients the influenza, pneumococcal and COVID -19 vaccines prior to discharge.

POLICY

To allow the RN to administer influenza, pneumococcal, and COVID-19 vaccinations to all appropriate and willing adult inpatients.

FUNCTION:

The specified functions may be performed in all inpatient units at LAC+USC Medical Center (LAC+USC). The target personnel have been trained and certified in this standardized procedure and the facility has deemed that RNs may perform all functions in the standardized procedure.

Circumstances under which RN may perform function:

The Standardized Procedure for Inpatient Screening and Administration of Influenza, Pneumococcal, and COVID-19 Vaccines establishes a guideline which will ensure patients are screened and if indicated, given the influenza, pneumococcal, and COVID-19 vaccinations. This standardized procedure delegates the authority to the RN to screen patients for their influenza, pneumococcal, and COVID-19 status and administer the required vaccination if indicated.

Setting:

LAC+USC Inpatient units

Supervision:

The Nurse Manager/Designee is responsible for the supervision of the RN staff.

PROCEDURE/PROTOCOL:

- A. Obtain the patient's willingness to be vaccinated if eligible (NOTE: No written consent is needed).
- B. Upon admission, the Immunization Screen form will be tasked to the RN for completion.
 - If the screening indicates:
 - immunization should be given, and the patient agrees, the RN places the appropriate vaccine order in the electronic health record (EHR)
 - immunization is indicated, but refused by the patient, notify the provider and document accordingly

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- Influenza and Pneumococcal vaccines may be given at the same time as the COVID-19 vaccines.
- C. Place the appropriate vaccine order based on patient eligibility in the EHR.
- Enter the provider name and check the box “no co-sign (per protocol)” in the Ordering Physician window
- D. Enter source of vaccination, manufacturer name, lot number, and expiration date of vaccination into the EHR.
- E. After administration, the RN will:
- Administration of vaccine in the medication record.
 - Provide patient a Vaccine Information Sheet or Emergency Use Authorization sheet.
 - Provide patient a vaccination card after COVID-19 administration
 - Observe the patient for signs of allergic reactions (e.g., hives, angioedema, and allergic asthma) and anaphylactic reactions.
 - Patients receiving COVID-19 vaccinations must be observed for:
 - 15 minutes post injection
 - At least 30 minutes if patient has a history of allergic reactions after any vaccine administration
 - If allergic/anaphylactic or other serious reactions occur:
 - Report to provider (or designee) and document signs, symptoms, treatment and outcome
 - Complete a Safety Intelligence Report (SI) listing the incident as an adverse drug reaction
- F. Prior to discharge review immunization under the immunization forecaster in the nursing discharge tab.
- G. In the event of a downtime in the electronic documentation system:
- the vaccination assessments will be completed on the Adult Immunization Screening form
 - The nurse will document on an order form:
 - name of vaccine, dose and route
 - per Standardized Procedure for Inpatient Screening and Administration of Influenza, Pneumococcal, and COVID-19 Vaccine
 - Complete Vaccine Information Statement Notification and Administration of Vaccination form

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Training and Competency:

- **Initial and Continuing Evaluation of Competence:**

Training and validation is completed on the unit level. Validation is achieved by successful completion of a written test. Remediation will be provided if needed. Only those staff who successfully pass a test with a score of 80% or greater on written exams will be authorized to perform the standardized procedure. The staff will repeat education, training and testing as needed for updates and annually thereafter.

- **Record of Persons Authorized to Perform:**

- Each nurse manager will keep a record in their unit file
- The nursing department will maintain a checkoff list of authorized staff

Circumstances Requiring Immediate Communication with Provider:

The RN will immediately notify the provider in the following situations:

- If allergic/anaphylactic or other serious reactions occurs
- Whenever the RN has any question or concern about the patient or feels consultation with the provider is needed
- Patient refuses vaccination

Patient Record Keeping:

The RN is authorized to implement the standardized procedure and will document in the patient's medical record.

Standardized Procedure Review:

The standardized procedure will be reviewed as indicated but not less than every three years.

References:

CDC (2021). Flu Season. Retrieved from <https://www.cdc.gov/flu/season/faq-flu-season-2021-2022.html>

CDC (2019). Pneumococcal Vaccination. <https://www.cdc.gov/vaccines/vpd/pneumo/index.html>

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The Interdisciplinary Practice Committee reviewed and approved the Standardized Procedure of Adult Inpatient Screening and Administration of Influenza and Pneumococcal Vaccine.

Chase Coffey, MD
Chief Physician, Internal Medicine

Date

Lydia Lam, MD, Co-Chair
Interdisciplinary Practice Committee

Date

Gregory Vermillion, RN, Co-Chair
Interdisciplinary Practice Committee

Date

Nancy Blake, RN
Chief Nursing Officer

Date

John Donovan, MD, Chair
Medical Executive Committee

Date