

Please Note

To administer vaccinations, unregistered practitioners **MUST** meet certain criteria. This includes having worked in a healthcare role for a minimum of 2 years and having a qualification SCQF Level 6/7 or equivalent qualification (such as SVQ2, NPA, SVQ 3, PDA, HNC). If you do not meet these criteria, or are unsure if you do, please contact loth.covidtraining@nhslothian.scot.nhs.uk as you may be unable to vaccinate.



TRAINING GUIDE FOR HCSW'S/AHP SUPPORT WORKERS/RETIRED HEALTHCARE PROFESSIONALS WORKING AS UNREGISTERED STAFF

Name: _____ Band (if relevant) _____

Job Title: _____

Step 1 – Online Resources

Please complete the following online resources on TURAS:	Tick when complete
The Promoting Effective Immunisation Practice (PEIP) for HCSWs course on TURAS.	<input type="checkbox"/>
<i>You will require a TURAS account to access this learning programme. You can “self-register” for an account using this link: https://learn.nes.nhs.scot/</i>	
Ensure the following modules on NHS Lothian LearnPro are up-to-date:	Tick when complete
Management of Anaphylaxis <i>(in COVID-19 Vaccinators)</i>	<input type="checkbox"/>
Basic Life Support <i>(in COVID-19 Vaccinators)</i>	<input type="checkbox"/>
Patient Group Directions <i>(in COVID-19 Vaccinators)</i>	<input type="checkbox"/>
Vaccine Cold Chain Management <i>(in COVID-19 Vaccinators)</i>	<input type="checkbox"/>
Sharps and Contamination Injuries <i>(in Essential for all Clinical Staff)</i>	<input type="checkbox"/>
Capacity & Consent <i>(in CPD)</i>	<input type="checkbox"/>
<i>To create an account for LearnPro (if you don't have one already), follow this link https://nhs.learnprouk.com and contact enquiries.eed@nhslothian.scot.nhs.uk for your temporary ID number. Please make sure you are registered with a location in NHS Lothian to access the correct modules.</i>	

Step 2 – Vaccination-Specific Training

COVID-19 Vaccinations	
Access and familiarise yourself with the following:	Tick when complete
The COVID-19 educational resources, webinar and information found on TURAS	<input type="checkbox"/>
Greenbook COVID-19 chapter (14a)	<input type="checkbox"/>
Vaccination Management tool on TURAS	<input type="checkbox"/>
Flu Vaccinations	
Access and familiarise yourself with the following:	Tick when complete
The seasonal flu educational resources available on TURAS	<input type="checkbox"/>
Flu eLearning module on TURAS	<input type="checkbox"/>
Greenbook Chapter 19 Influenza	<input type="checkbox"/>

Step 3 – Intramuscular (I.M.) Injection Technique

You will require a practical training session on COVID-19 vaccine and I.M. injection.

[Please fill in this online booking form](#) (or contact loth.covidtraining@nhslothian.scot.nhs.uk if unable) to book. Following this you will be given the proficiency documents to be completed with a peer vaccinator.

Complete the following:	Date completed
I.M. Injection Training	

Sign below to declare you have completed all the appropriate steps in this training guidance:

Signature _____ Date: _____

Please note that it is your responsibility to keep up to date with the above resources in particular the Green Book chapters and relevant vaccine PGD's/National Protocol

Useful Links

NHS Lothian Intranet Immunisation Homepage (can only be accessed from a computer connected to the NHS Lothian Intranet)
<http://intranet.lothian.scot.nhs.uk/Directory/publichealth/Immunisation/Pages/Resources.aspx>

NHS Lothian Intranet Cold Chain Page (can only be accessed from a computer connected to the NHS Lothian Intranet)
<http://intranet.lothian.scot.nhs.uk/Directory/publichealth/Immunisation/Pages/Coldchaindocuments.aspx>

NHS Inform - Immunisation
<https://www.nhsinform.scot/healthy-living/immunisation>

Email Addresses for Enquiries

General Immunisation Queries: lhb.immunisation@nhslothian.scot.nhs.uk

Flu Immunisation Training Queries: loth.flutraining@nhslothian.scot.nhs.uk

COVID-19 Immunisation Training Queries: loth.covidtraining@nhslothian.scot.nhs.uk

COVID-19 Workforce Queries: loth.covidwfvac2@nhslothian.scot.nhs.uk

Other Training Queries: Enquiries.EED@nhslothian.scot.nhs.uk