

Declaration checklist

COVID-19 Vaccination training

Version 9 effective 27 September 2021

The Medicines and Poisons Act 2019 [Emergency Order – Public Health Emergency – Pandemic Response to Coronavirus Disease \(COVID-19\) – Vaccination Service](#), (the Emergency Order- Vaccination Service) specifies requirements for the provision of COVID-19 vaccination services including qualification and training requirements for COVID-19 vaccination centre workers. COVID-19 vaccine administration may only be conducted by authorised persons who have completed the training requirements specified in the COVID-19 training matrix including the accredited Australian Government COVID-19 vaccination training modules. Workers who are authorised to possess, receive, handle and prepare COVID-19 vaccine for administration are also required to complete relevant modules **specified in the COVID-19 training matrix**.

Authorisation. Please tick relevant work role

I am appropriately qualified and authorised to receive, handle, prepare and administer COVID-19 vaccine or related drugs under the Emergency Order- Vaccination Service:

- Medical practitioner
- Aboriginal and Torres Strait Islander health practitioner
- Aboriginal and Torres Strait Islander Health Worker in a clinical role
- Indigenous health worker
- Pharmacist
- Registered nurse
- Midwife
- Nurse practitioner
- Immunisation program nurse
- Paramedic
- Dentist
- Dental Therapist
- Oral Health therapist
- Radiographer
- Radiation therapist
- Occupational therapist
- Physiotherapist
- Podiatrist
- Dietician
- Speech pathologist
- Medical technician/medic (Australian Defence Force)
- Enrolled nurse under the supervision of a registered nurse
- A person listed on the Pandemic Sub-Register
- Provisionally registered pharmacist, if under the supervision of a healthcare worker listed above other than an enrolled nurse as listed above
- Student medical practitioner, student midwife, student pharmacist, student dentist, student oral health therapist, student podiatrist or student paramedic, but only if under supervision of a healthcare worker other than an enrolled nurse or another provisionally registered pharmacist as listed above
- Student nurse, student enrolled nurse but only if under the supervision of a registered nurse

I am a person authorised to prepare (receive, handle and/or prepare) COVID-19 vaccines under the Emergency Order- Vaccination Service

- Pharmacy assistant
- Medical laboratory scientist

<input type="checkbox"/> I am a person authorised to receive or handle COVID-19 vaccines under the <i>Emergency Order- Vaccination Service</i> <input type="checkbox"/> Otherwise required by a declared provider to receive or handle COVID-19 vaccines.
<input type="checkbox"/> I am employed at the Health Contact Centre (HCC)*and have direct contact with clients.
<input type="checkbox"/> I am a person providing clerical services in a COVID-19 Vaccination Centre.

Part 1: COVID-19 Vaccination Training Modules					
Queensland Health (QH) COVID-19 Vaccination Training Modules Please tick compliance with requirements	Administer	Prepare (receive, handle and/or prepare)	Receive or Handle	HCC clinical staff	Clerical staff
<input type="checkbox"/> QH - Module 1 - Introduction and vaccine communication	Not required	Mandatory	Mandatory	Mandatory	Mandatory
<input type="checkbox"/> QH - Module 2 – Storage and handling of vaccines: General information	Not required	Mandatory	Mandatory	Mandatory	Not required
<input type="checkbox"/> QH - Module 2A - Storage and handling of the AstraZeneca COVID-19 vaccine	Not required	Mandatory (for AZ sites)	Mandatory (for AZ sites)	As required	Not required
<input type="checkbox"/> QH - Module 2B - Storage and handling of the Pfizer/BioNTech (Comirnaty™) vaccine	Not required	Mandatory (for Pfizer sites)	Mandatory (for Pfizer sites)	As required	Not required
<input type="checkbox"/> QH - Module 3 - Preparation of multi-dose vials: General information	Not required	Mandatory	Not required	Mandatory	Not required
<input type="checkbox"/> QH - Module 3A - Preparation of the AstraZeneca COVID-19 vaccine	Not required	Mandatory (for AZ sites)	Not required	As required	Not required
<input type="checkbox"/> QH - Module 3B - Preparation of the Pfizer/BioNTech (Comirnaty™) COVID-19 vaccine	Not required	Mandatory (for Pfizer sites)	Not required	As required	Not required
Commonwealth COVID-19 Vaccination Training Modules Please tick compliance with requirements	Administer	Prepare (receive, handle and/or prepare)	Receive or Handle	HCC clinical staff	Clerical staff
<input type="checkbox"/> Commonwealth - Core Module 1 COVID-19 – An introduction	Mandatory	Not required	Not required	Not required	Not required
<input type="checkbox"/> Commonwealth - Core Module 2 Handling and storage	Mandatory	Not required	Not required	Not required	Not required
<input type="checkbox"/> Commonwealth - Core Module 3 Communication and purpose	Mandatory	Not required	Not required	Not required	Not required
<input type="checkbox"/> Commonwealth Core Module 4 Multi-dose vial (MDV) training and delivery	Mandatory	Not required	Not required	Not required	Not required
<input type="checkbox"/> Commonwealth - Core Module 5 Documentation and reporting	Mandatory	Not required	Not required	Not required	Not required
<input type="checkbox"/> Commonwealth - Core Module 6 Safety surveillance and reporting of adverse events following immunisation (AEFI)	Mandatory	Not required	Not required	Not required	Not required
Completion of additional Commonwealth modules as required by your employing Declared Provider and is dependent on vaccine availability in your area.					
<input type="checkbox"/> Commonwealth - Additional Module 1 – Pfizer/BioNTech vaccine	Mandatory	Not required	Not required	Mandatory ##	Not required

<input type="checkbox"/> Commonwealth - Additional Module 2 - AstraZeneca vaccine	Mandatory	Not required	Not required	Mandatory ##	Not required
First Nations COVID-19 Vaccination Training					
<input type="checkbox"/> Cunningham Centre - First Nations COVID-19 Vaccination Training online & Face to Face workshop	Mandatory for ATSI HW in clinical roles	Not required	Not required	Recommended for ATSI triage nurse	Not required

Part 2: Queensland COVID-19 Vaccination Training Requirements					
Queensland COVID-19 Vaccination Training Requirements Please tick current compliance with requirements	Administer	Prepare (receive, handle and/or prepare)	Receive or Handle	HCC clinical staff	Clerical staff
<input type="checkbox"/> Vaccine administration including IM injection, injury prevention, anaphylaxis management, and shoulder injury related to vaccine administration (SIRVA)	Mandatory	Not required	Not required	Not required	Not required

Part 3: Local induction requirements					
Please tick when local induction is completed	Administer	Prepare (receive, handle and/or prepare)	Receive or Handle	HCC clinical staff	Clerical staff
<input type="checkbox"/> Local induction requirements completed	Mandatory	Mandatory	Mandatory	Not required	Mandatory

5. Self-declaration

I, (print name): _____

Confirm that I have completed and understand the above requirements.

Signature: _____

Date: _____

6. Line manager witness

I, (print name): _____

Confirm the above requirements.

Signature: _____

Date: _____

Definitions

* The Health Contact Centre (HCC) refers to Queensland Health's phone triage service which provides health assessment and advice over the phone, reducing the demand on hospitals and emergency services.

What to do with this form

Please submit the completed Declaration Checklist to the line manager overseeing the COVID-19 Vaccination Clinic within the facility or Hospital and Health Service. Following completion these details are to be added to the Declared Providers register.

Office Use Only

Reviewed by insert local facility/HHS delegate: Date: _____

Signature: _____