

Purpose

The purpose of this Practice Plan is to provide a framework for the administration of vaccines by Aboriginal and Torres Strait Islander health workers¹ who meet the requirements under the Medicines and Poisons (Medicines) Regulation 2021 (Qld) (Medicines Regulation), **if vaccine administration is an agreed responsibility of their specific employed position at a Hospital and Health Service or Aboriginal and Torres Strait Islander health service² (relevant health service³)**. The Aboriginal and Torres Strait Islander health worker and the clinical supervisor who is primarily responsible for supervising their practice will together develop and agree the Practice Plan.

The Practice Plan form is in an 'approved form', approved by the Director-General under section 239 of the Medicines and Poisons Act 2019 (Qld) and must not be altered. All sections must be completed in full. Additional documents may be attached as addendum.

Completion of the Practice Plan in the approved form is required under the *Medicines and Poisons Act 2019* for Aboriginal and Torres Strait Islander health workers to lawfully administer and possess vaccines, as scheduled medicines, under Schedule 3, Part 1A of the Medicines Regulation and associated *Extended Practice Authority - Aboriginal and Torres Strait Islander health workers*.

The Practice Plan must include the requirements detailed in Appendix 2 of the *Extended Practice Authority - Aboriginal and Torres Strait Islander health workers* [Extended Practice Authority - Aboriginal and Torres Strait Islander health workers](#).

Offences and penalties under the *Medicines and Poisons Act 2019* will apply if an Aboriginal and Torres Strait Islander health worker administers or possesses scheduled medicines without a completed and current approved Practice Plan.

Privacy Notice – (an Aboriginal and Torres Strait Islander health service should delete the section below and insert a Privacy Notice in line with the organisation's Privacy Policy and the *Privacy Act 1998* (Cth))

Personal information is information which may identify a person [see section 12 of the *Information Privacy Act 2009* (Qld) and section 6 of the *Privacy Act 1998* (Cth)].

Personal information collected by the employer organisation (health service) is handled in accordance with:

- For Queensland Hospital and Health Services - the *Information Privacy Act 2009* (Qld).
- For Aboriginal and Torres Strait Islander health services – the *Privacy Act 1998* (Cth).

Personal information recorded in the Practice Plan collected by Queensland Health will be handled in accordance with the *Information Privacy Act 2009* (Qld) and the Medicines and Poisons (Medicines) Regulation 2021 (Qld) (Medicines Regulation). By completing the Practice Plan in the approved form, the employing relevant health service is collecting your personal information in accordance with the Medicines Regulation.

The personal information recorded in the Practice Plan is

- The individual Aboriginal and Torres Strait Islander health worker as a record of their individual scope of practice and for their communication purposes.
- Clinicians with supervisory responsibility for the individual Aboriginal and Torres Strait Islander health worker's practice to inform the expectations and requirements of the supervisory relationship.
- The individual Aboriginal and Torres Strait Islander health worker's line manager to inform workload management, professional supervision and support.
- The Hospital and Health Service delegate/s with responsibility for the endorsement of the Practice Plan, and supporting administration staff, for the purposes of the endorsement of the Practice Plan.
- Other employees of the Hospital and Health Service as required for the delivery of relevant services, for quality improvement activities, and to inform Aboriginal and Torres Strait Islander health worker education. Individuals engaged by the Department of Health and/or the employing Hospital and Health Service to undertake the evaluation of the Aboriginal and Torres Strait Islander health worker role in Queensland.

All personal information collected will be securely stored and will not be disclosed to any other third parties without the consent of the Aboriginal and Torres Strait Islander health worker or subject individual, unless required or authorised by law.

For information about how the Department of Health and Hospital and Health Services protect your personal information and your rights to access your own personal information, please refer to the Queensland Health website at www.health.qld.gov.au/global/privacy

¹ Refer to Schedule 3, Part 1A, Divisions 1 and 2, Medicines Regulation

² As defined in Schedule 22, Medicines Regulation

³ As defined in Schedule 22, Medicines Regulation



Clinical Governance

The Aboriginal and Torres Strait Islander health worker Practice Plan will be used in conjunction with the Medicines Regulation, the *Extended Practice Authority - Aboriginal and Torres Strait Islander health workers*, the current *Australian Immunisation Handbook*, and clinical policy, procedures, protocols and guidelines as appropriate.

1. Practice Plan Date	
<p><i>This individual Aboriginal and Torres Strait Islander health worker's Practice Plan will be reviewed every two years or more frequently if required.</i></p> <p><i>The Practice Plan may also be reviewed in circumstances such as a change of practice scope required by the employer or the completion of additional qualifications and/or experience, and as agreed between the clinical supervisor and Aboriginal Torres Strait Islander health worker.</i></p>	
Start Date:	Review Date:
	Review Date:

2. Personal details	
<p><i>Record details of the Aboriginal and Torres Strait Islander health worker for whom this Practice Plan is written, their clinical supervisor and the Employer organisation ('relevant health service') chief executive or equivalent or their delegate.</i></p>	
Health Worker full name:	
Contact details:	
Primary Practice Location/s:	
Primary qualification:	
Immunisation qualification:	
First aid qualification:	
Primary Clinical supervisor name:	
Position title:	
Contact details:	
Operational/Line Manager:	
Position title:	
Contact details:	

3. Administration of vaccinations

Aboriginal and Torres Strait Islander health workers working in a 'relevant health service'⁴, are authorised under Schedule 3, Part 1A of the Medicines and Poisons (Medicines) Regulation 2021 in conjunction with the Extended Practice Authority - Aboriginal and Torres Strait Islander health workers and this Practice Plan to:

- administer and possess only, the vaccines, which are Schedule 4 medicines, listed in Appendix 1 of the Extended Practice Authority – Aboriginal and Torres Strait Islander health workers, and detailed in Column 1 of the table below, in accordance with the corresponding Approved route of administration detailed in Column 2 of the table below and under the Conditions and Restrictions detailed in Column 3 of the table below; and
- in line with the Australian Immunisation Handbook.

This authority only applies within the context of the Aboriginal and Torres Strait Islander health worker's employed position.

Regulated substance	Approved route of administration	Restrictions/Conditions
COVID-19 ⁵	<p>Dose and route of administration of vaccines is as specified in the current <i>Australian Immunisation Handbook</i> or recommended / approved by the NHMRC.</p> <p><i>If not listed, dose and route of administration is to be as per the approved product information.</i></p>	<p>For persons aged 5 years or over; AND</p> <ul style="list-style-type: none"> • In accordance with the current National Immunisation Program (NIP) Schedule; OR • as approved by the National Health and Medical Research Council (NHMRC) for future inclusion in the NIP; OR • under an immunisation program carried out by a Hospital and Health Service, Queensland Health or a local government; OR • under an immunisation program that was certified under the (repealed) Health (Drugs and Poisons) Regulation 1996 and until the date stated in the program to be the end of the certification; OR • under an immunisation program that is authorised under a general approval given to provide an immunisation program under the <i>Medicines and Poisons Act 2019</i>; OR • for use in a case/outbreak situation, or other specific situations, as directed by a Public Health Medical Officer.
Diphtheria		
<i>Haemophilus influenzae</i> type b		
Hepatitis A		
Hepatitis B		
Human Papillomavirus		
Influenza		
Meningococcal (ACWY)		
Meningococcal B		
Pertussis		
Poliomyelitis		
Tetanus		
Tetanus immunoglobulin		

⁴ As defined in Schedule 22, Medicines Regulation

⁵ Only on completion of the [Australian Government's mandatory COVID-19 vaccination training program](#)

Queensland Health
Practice Plan - Aboriginal and Torres Strait
Islander Health Worker
Medicines and Poisons (Medicines) Regulation 2021
Version 1.0 Form MPMR-SCH3PT1A

Regulated substance	Approved route of administration	Restrictions/Conditions
Pneumococcal	Dose and route of administration is as specified in the current <i>Australian Immunisation Handbook</i> or recommended / approved by the NHMRC.	<p>Only for Aboriginal and Torres Strait Islander persons who are aged over 50 years and non-Indigenous adults aged over 70 years; AND</p> <ul style="list-style-type: none"> • In accordance with the current National Immunisation Program (NIP) Schedule; OR • as approved by the National Health and Medical Research Council (NHMRC) for future inclusion in the NIP; OR • under an immunisation program carried out by a Hospital and Health Service, Queensland Health or a local government; OR • under an immunisation program that was certified under the (repealed) Health (Drugs and Poisons) Regulation 1996 and until the date stated in the program to be the end of the certification; OR • under an immunisation program that is authorised under a general approval given to provide an immunisation program under the <i>Medicines and Poisons Act 2019</i>; OR • for use in a case/outbreak situation, or other specific situations, as directed by a Public Health Medical Officer.
Adrenaline (epinephrine)	Intramuscular	<p>On completion of training for anaphylaxis and administering adrenaline.</p> <p>Administer up to two doses then must contact a medical practitioner or nurse practitioner.</p>

4. Agreement		
Aboriginal and Torres Strait Islander health worker full name:		
I have read and understand the information contained within this Practice Plan.	Yes	No
I have read and understood the Privacy Notice.	Yes	No
I consent to the information contained within this Practice Plan, including my personal information, being collected, stored, used and disclosed where required for supervision, service delivery, quality improvement, education and evaluation purposes as outlined in the Privacy Notice.	Yes	No
Signed:		Date:
		Date:
Primary Clinical supervisor:	Ahpra Registration Number:	
I am authorised under the Medicines and Poisons (Medicines) Regulation 2021 to administer and possess the vaccines specified in this Practice Plan.	Yes	No <i>(approval of an authorised person is required below)</i>
Signed:		Date:
		Date:
If required – Authorised person under the Medicines and Poisons (Medicines) Regulation to administer and possess the vaccinations specified in this Practice Plan:		
Immunisation qualification:		
Signed:		Date:
		Date:
Relevant health service chief executive or equivalent or their delegate:		
Title/designation:		
I have read and understand the information contained within this Practice Plan and endorse this Practice Plan.	Yes	No
Employing relevant health service:		
Signed:		Date:
		Date:



5. Guiding Legislation, Protocols and Guidelines

The links below provide relevant regulation and governance for the Aboriginal and Torres Strait Islander health worker and clinical supervisor and the documentation of the practice scope in this Practice Plan.

- i. Medicines and Poisons Act 2019
<https://www.legislation.qld.gov.au/view/html/inforce/current/act-2019-026>
- ii. Medicines and Poisons (Medicines) Regulation 2021
<https://www.legislation.qld.gov.au/view/whole/html/inforce/current/sl-2021-0140>
- iii. Extended Practice Authority - Aboriginal and Torres Strait Islander health workers
https://www.health.qld.gov.au/_data/assets/pdf_file/0020/1211447/epa-atsi-health-workers.pdf
- iv. Australian Immunisation Handbook
<https://immunisationhandbook.health.gov.au/>
- v. National Immunisation Program (NIP) Schedule
<https://www.health.qld.gov.au/clinical-practice/guidelines-procedures/diseases-infection/immunisation/schedule>

Other (may include local protocols and guidelines):