

# Vaccination Program Governance

Table 1: Summary of high-level responsibilities

Commonwealth	Victorian Department of Health	LPHU Health services
<p><b><u>Logistics</u></b></p> <ul style="list-style-type: none"> <li>selecting and purchasing vaccines</li> <li>safely transporting vaccine doses to storage and administration sites</li> <li>specifying types of and minimum requirements for vaccination locations</li> </ul> <p><b><u>Engagement and Delivery</u></b></p> <ul style="list-style-type: none"> <li>specifying priority populations, drawing from advice from ATAGI</li> <li>developing and delivering the national communications campaign</li> </ul> <p><b><u>Workforce</u></b></p> <ul style="list-style-type: none"> <li>specifying minimum training requirements for the immunisation workforce</li> </ul> <p><b><u>IT and data</u></b></p> <ul style="list-style-type: none"> <li>setting data collection and reporting requirements and adverse event monitoring via the TGA</li> </ul>	<p><b><u>Logistics</u></b></p> <ul style="list-style-type: none"> <li>providing guidance to health services on the required cold-chain, waste management and stock security requirements at storage and administration sites</li> </ul> <p><b><u>Engagement and Delivery</u></b></p> <ul style="list-style-type: none"> <li>providing guidance to health services on clinical governance requirements at vaccination sites</li> </ul> <p><b><u>Workforce</u></b></p> <ul style="list-style-type: none"> <li>authorising, under Victorian legislation, of the selected workforce to possess and administer COVID-19 vaccines</li> <li>ensuring an appropriately qualified and trained workforce</li> <li>prioritisation framework for Phase 1a vaccination cohorts</li> </ul> <p><b><u>IT and data</u></b></p> <ul style="list-style-type: none"> <li>implementing a COVID-19 Vaccine Management System (CVMS) with booking system for patient access</li> <li>providing CVMS training and support</li> <li>establishing linkages and integration between current and future relevant data systems</li> <li>provision of real time program data and reporting requirements to relevant co-ordinating bodies (e.g. TGA)</li> </ul>	<ul style="list-style-type: none"> <li>responsibility for the stock integrity and clinical governance of the vaccination program at their health service</li> <li>in some circumstances, LPHU health services may delegate responsibility of stock and/or clinical governance to another health service that they deem to be suitably prepared and qualified to manage the product without their direct supervision in line with Pfizer requirements (e.g. another public or private health service incl. their PSRACS)</li> <li>development and implementation of local delivery plans to ensure all systems and processes, workforce, training and all other relevant preparatory requirements are in place</li> <li>ensuring all Phase 1a groups in their catchment have access to the vaccine (excl. disability, private aged care)</li> <li>ensuring the quality and integrity of the vaccine stock being delivered to a sub-hub/outreach (e.g. maintaining the cold-chain of the vaccine during delivery)</li> <li>commencing vaccination at public sector residential aged care services (PSRACS) when hub activated</li> </ul> <p><b>Non LPHU health service</b></p> <ul style="list-style-type: none"> <li>work with their LPHU health service to support outreach or sub-hub models where necessary incl. storage and handling, transportation</li> <li>responsibility for the stock integrity and clinical governance of the vaccination program at their health service (where responsibility has been delegated by LPHU health service)</li> <li>ensuring workforce is adequately trained and prepared to administer the vaccine safely (if involved in vaccinating)</li> <li>cooperate with their LPHU Health Service on data requests for registration of Phase 1a hospital staff and CVMS users at their health service</li> <li>(please note: special arrangements will be in place for Monash/Alfred for hotel quarantine)</li> </ul>