

<Practice>
Cornerstone Policy
Section 2 Indicator 17
COLD CHAIN MANAGEMENT




Purpose	The practice will store their vaccines and maintain Cold Chain in line with national guidelines. Cold Chain accreditation is the standard for ensuring correct storage and distribution of schedule and travel vaccines from manufacture to administration.
Scope	All clinical staff in the Practice
Policy	<p>This policy outlines the requirements for robust management of vaccinations and the Cold Chain, including identification, administration, recording results and taking action.</p> <p>The practice has a dedicated vaccine fridge for the storage of vaccines.</p> <p>The practice maintains cold chain accreditation through the Immunisation Advisory Centre (IMAC)</p> <p>The practice understands their responsibility to store vaccines in line with MoH protocol and this is supported by the daily maintaining and monitoring of the physical parameters of Cold Chain.</p> <p>The Practice will undertake daily documentation of the fridge temperature and monthly monitoring of the E temp logger and the 2-3 year full accreditation.</p> <p>The Practice authorised vaccinator takes responsibility for ensuring Cold Chain Standards are maintained. The authorised vaccinator will ensure that this process is documented and all clinical staff are trained in the required standard.</p> <p>The Practice will ensure that the integrity of the immunisation programme is maintained and risks to the patients managed.</p> <p>The authorised vaccinator(s) networks with their IMAC Facilitator OR Cold Chain Co-ordinator for on- going support and education.</p> <p>The practice has an emergency procedure in place for occurrences of major power outage.</p> <p>The Practice is accountable to ensure that the team members responsible for managing the immunisation programme hold an Authorised Vaccinators Certificate.</p> <p>The integrity of the immunisation programme is maintained and any risks to patients are managed.</p> <p>All staff administering vaccines must have a current vaccinators certificate.</p> <p>The Practice has a copy of the immunisation handbook and schedule in each treatment room where vaccines are administered.</p>
Responsibility	<p>The staff administering the vaccines is to:</p> <ul style="list-style-type: none">• Check the patient information system for any medical warning.• The patient/ parent/ whanau are asked prior to vaccinating any known allergies or previous reactions to vaccinations.• Carry out a consent process with documentation to include possible side effects post vaccination treatments.• The staff administering the vaccine will adhere to the national schedule and immunisation handbook.• Consent goes to the NIR- opt on/ opt off• Vaccine stock are used in a rotational process

- The patient is requested to remain in the practice for 20 minutes post vaccination.
- All vaccinations are documented in the patient notes and on the NIR

The Practice will ensure that there are documented procedures for stock reordering, cold chain checking, emergency power failure, maintenance and e temp logger procedures.

Resources

- Immunisation Advisory Centre- www.immune.org.nz
- Medicines Act 1981- www.legislation.govt.nz
- Ministry of Health- www.moh.govt.nz
- Centre for Adverse Reactions Monitoring (CARM)

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