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Immunization Site Visit Updates

Wyoming Immunization Program
2012 Regional Training

Presented by

Clinical Quality & Compliance Specialists

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Overview

- **Site Visit Activities** (may vary by site-visitor)
- **Required Equipment**
- **Required Documents**
- **Vaccine Replacement Policy**
- **Top Most Frequently Cited Issues**
- **Best Practices**
- **Contact Information**

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Site Visit Activities

- **CoCASA Interview**

- **Storage & Handling Review**
  - Outlets/circuit breaker
  - Refrigerator/freezers that store publicly-provided vaccines
  - Vaccine expirations/protection from light
  - Placement of vaccine

- **AFIX Review of Data**
  - 4:3:1:3:3:1:4
  - Select providers: adolescent AFIX

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Site Visit Activities, cont'd

- **WyIR/EMR/Manual reminder recall discussion/review**
  - For training, contact John Anderson, WyIR Project Coordinator
- **Closure letter review**
  - WyIR, website navigation, signing up for updates from CDC, IAC, etc.
- **Training/Education**
  - Teleconference information will be added to the site visit closure letters
  - Collaborative Quality Improvement (QI) goal review and development

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Required Equipment

- **Calibrated thermometer for EVERY storage unit storing publicly-supplied vaccines**

- **Functioning storage units**
  - Room size
  - Ventilation/AC
  - Against the wall
  - Other mechanical equipment in the room: Storage unit electrical connection needs to be directly placed into the outlet and cannot be plugged into a power strip or shared with other appliances/equipment

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Required Documents

- **Written Vaccine Management Plan**
  - INCLUDING the Emergency Plan
- **CURRENT Vaccine Information Statements (VIS)**
- **Last 3 months of storage units' temperature logs that hold publicly-supplied vaccines**

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Vaccine Replacement Policy

- **Replacement policy new in 2012**
  - Expired vaccines
  - Vaccines involved in cold chain that was caused by human factor and was preventable
  - Case-by-case assessment
  - Replacing doses: To be used for revaccination

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Six Most Frequently Cited Issues

(in order of most frequently cited)

1. Written Vaccine Management Plan is missing one or more of the 8 components: www.immunizewyoming.com

2. At least 1 outdated VIS in office files. Sign up for auto-update alerts at: http://www.cdc.gov/vaccines/pubs/vis/default.htm

3. No “Do Not Disconnect” sticker on the circuit breaker electrical panel

4. Less than 2 working thermometers in each vaccine storage unit. Thermometers must be NIST-certified.

5. No “Do Not Disconnect” sticker on the storage unit electrical outlet

6. Food is being stored in the vaccine storage unit

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Site-Visit Best Practices

- Review the previous site visit's closure letter to evaluate progress from previous site visit
- Be prepared to update the site visit personnel on the QI goals identified from the last visit
- Collect and organize documents requested in the site visit confirmation letter prior to the site visit:
  - Last 3 months of temperature logs
  - Current VIS's in use
  - Written Vaccine Management Plan, including the emergency plan
- Ensure that VIS's being distributed are most current versions

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Site-Visit Best Practices, cont'd

- Assure that all clinical and administrative staff are aware of the site visit
- Expect that primary and secondary vaccine contacts to participate in the site visit, particularly during the closure session
- Ensure that billing personnel know the amount that is being charged for the vaccine administration fee for publicly-supplied vaccines
- Be prepared to include QI goals based on current site visit results
- Identify the needs from the Immunization Program (i.e. WyIR, Reminder Recall, Clinical, Administration, Bar Coding, etc.)

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Site Visit Team

For questions please contact your appropriate Site Visit Specialists:

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