



TITLE

INFLUENZA IMMUNIZATION

SCOPE

Provincial

DOCUMENT #

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APPROVAL AUTHORITY

Vice-President and Chief Health Operations Officer, Central and Southern Alberta

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SPONSOR

Population, Public and Indigenous Health

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NOTE: The first appearance of terms in bold in the body of this document (except titles) are defined terms – please refer to the Definitions section.

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OBJECTIVES

- To reduce morbidity and mortality from complications of influenza disease

PRINCIPLES

- Alberta Health Services (AHS) supports providing influenza vaccine to **patients, health practitioners** and contracted service providers acting on behalf of AHS during influenza season. These individuals are strongly encouraged to receive annual influenza immunization.
- This policy is based on information included in the Alberta Health Services *Immunization Program Standards Manual (IPSM)* found at the external AHS website: <http://www.albertahealthservices.ca/info/Page12438.aspx>
- Influenza vaccine will be offered to all individuals six (6) calendar months of age and older who live, work or attend school in Alberta who have not already received a dose of influenza vaccine in the current influenza season (October to March).

APPLICABILITY

Compliance with this document is required by all Alberta Health Services employees, members of the medical and midwifery staffs, Students, Volunteers, and other persons acting on behalf of Alberta Health Services (including contracted service providers as necessary).

ELEMENTS

1. Influenza Immunization

- 1.1 Influenza immunization is a shared responsibility between all **health care professionals**.
- 1.2 **Alberta Health Services settings** shall have a process in place for management of anaphylaxis related to immunization, prior to any immunizations being provided.
- 1.3 Administration of influenza vaccine shall be offered to patients who meet the eligibility criteria set out in section 3 of this document.

2. Authorized Personnel

- 2.1 Influenza vaccinations shall be administered by a health care professional who:
 - a) is a regulated member of a health profession body under the *Health Professional Act (Alberta)* or a registered member of a designated health discipline under the *Health Disciplines Act (Alberta)*; and
 - b) is authorized under the respective statute and regulations to administer the vaccine.
- 2.2 Students of a health profession or discipline may administer influenza vaccinations provided they meet the criteria and act in compliance with section 4 of Schedule 7.1 of the *Government Organizations Act (Alberta)*.
- 2.3 Health care professionals who administer immunizations shall demonstrate competence in the advanced practice of influenza vaccine administration and management of anaphylaxis related to immunization after receiving the appropriate didactic and clinical education and training including:
 - a) the online Influenza Immunization Webpage, Influenza Information Package on the AHS external website:
 - (i) *Immunization Programs Standards Manual (IPSM), Standard for Influenza Immunization;*
 - (ii) *Vaccine Storage and Handling Standard;*
 - (iii) the appropriate AHS *Influenza Vaccine Biological Pages;*
 - (iv) the appropriate *Influenza Vaccine Product Monograph;*
 - (v) the *Influenza Vaccine Information Sheet;*

- (vi) *Influenza Vaccine Reporting Requirement and Coding Explanations* document; and
- (vii) recognition of anaphylaxis.

3. Assessment of Eligibility and Gathering Information

- 3.1 All patients, during the current influenza season (October to March), shall have their influenza immunization history and eligibility assessed, by their health care professional at point of care with public health or on admission to continuing care (e.g., long term care) and provincial correctional facilities.
- 3.2 Patients at high risk of influenza related complications, as outlined in the *Immunization Program Standards Manual (IPSM), Standard for Influenza Immunization, Eligibility Section, High Risk* document, that are admitted to acute care facilities shall be offered immunization.
- 3.3 All assessment will include consideration of contraindications to immunization.
- 3.4 A patient is eligible for vaccine if:
 - a) they are six (6) calendar months of age or older;
 - b) they live, work or go to school in Alberta;
 - c) they have not already received influenza vaccine in the current influenza season (October to March); and
Exception: If patient is nine (9) years of age or younger, the patient may be assessed for receiving a second influenza immunization during the first year that they receive influenza immunization.
 - d) the vaccine is available.
- 3.5 The health care professional who will be administering the immunization shall assess documented immunization history for an administered dose of influenza vaccine in the current influenza season (October to March) including:
 - a) asking the patient;
 - b) checking patient's personal immunization record;
 - c) checking electronic data bases;
 - d) contacting personal physician; and
 - e) contacting public health.

- 3.6 Health practitioners are encouraged to be immunized with influenza vaccine either through clinics offered by Workplace Health and Safety, at public influenza immunization clinics or through a community partner. Health practitioners are encouraged to report their immunization to Workplace Health and Safety for reporting and outbreak management purposes.

4. Vaccine Storage and Handling

- 4.1 Follow provincial vaccine cold chain and handling standards as outlined in the *Immunization Program Standards Manual (IPSM)*, *Vaccine Storage and Handling Standard*.

5. Informed Consent

- 5.1 Prior to immunization, the **most responsible health practitioner** shall ensure that there is valid and informed consent, in accordance with the Alberta Health Services *Consent to Treatment/Procedure(s)* Policy and procedures.

6. Vaccine Administration

- 6.1 Follow the *Immunization Program Standards Manual (IPSM)*, *Vaccine Administration Standard* if you do not have Alberta Health Services setting local practice guidelines for intramuscular injection.

7. Documentation

- 7.1 The immunization shall be documented in the patient's **health record** by the health care professional who administered the vaccine.
- 7.2 Reason coding must be documented to report why the patient has received vaccine. There are multiple reason codes for influenza vaccine and patients receiving vaccine must be categorized into one of the priority groups. Please see the *Influenza Vaccine Reporting Requirement and Coding Explanations* document.
- 7.3 Document the immunization in patient's health record and local electronic database (if applicable). Documentation must include at least:
- a) patient's full name;
 - b) Personal Health Number (PHN) or Unique Lifetime Identifier (ULI);
 - c) date of birth;
 - d) gender;
 - e) postal code;
 - f) vaccine name (brand name);
 - g) manufacturer lot number;

- h) dosage administered;
 - i) reason code;
 - j) date and time of immunization;
 - k) site of injection;
 - l) route of administration; and,
 - m) name and professional designation of health care professional administering the vaccine.
- 7.4 Information regarding doses administered will be sent to the Zone Influenza Immunization program contacts per local Zone processes.
- 7.5 Patient will receive a written or electronic immunization record of vaccine administered.
- 8. Adverse Event Following Immunization (AEFI) Reporting**
- 8.1 Prior to any immunizations being provided, all Alberta Health Services settings that provide immunizations shall have a process in place for management of anaphylaxis related to administration of immunization.
- 8.2 Health care professionals must be trained to be able to respond to any anaphylaxis following immunization in accordance with their process.
- 8.3 Anaphylaxis medical supplies shall be immediately available and prepared for usage prior to any immunizations being administered.
- 8.4 The health care professional shall report any **adverse event following immunization (AEFI)** that is disclosed or reported to them by a patient following influenza immunization to an Alberta Health Services Public or Community Health Centre as outlined in the *Immunization Program Standards Manual (IPSM), Standard for Influenza Immunization*.

DEFINITIONS

Adverse event following immunization (AEFI) means any untoward medical occurrence in a patient which follows immunization and which does not necessarily have a causal relationship with the administration of the vaccine. The adverse event following immunization may be any unfavourable and/or unintended sign, abnormal laboratory finding, symptom or disease.

Alberta Health Services Setting means any environment where treatment/procedures and other health-care services are delivered by, on behalf of, or in conjunction with Alberta Health Services.

Health Care Professional means an individual who is a member of a regulated health discipline, as defined by the *Health Disciplines Act* or the *Health Professions Act*, and who practises within scope or role.

Health Practitioner means hospital employees, physicians, and other staff who work or study in hospitals (e.g., students in health care disciplines, contract workers, volunteers) and other health care personnel (e.g., those working in clinical laboratories, nursing homes, home care agencies and community settings) who are at risk of exposure to communicable diseases because of their contact with patients/clients (diagnosed or undiagnosed) or their environment.

Health Record means the Alberta Health Services legal record of the patient's diagnostic, treatment and care information.

Most responsible health practitioner means the health practitioner who has responsibility and accountability for the specific/procedure(s) provided to a patient and who is authorized by Alberta Health Services to perform the duties required to fulfill the delivery of such a treatment/procedure(s) within the scope of his/her practice.

Patient means an adult or child who receives or has requested health care or services from Alberta Health Services and its health care providers or individuals authorized to act on behalf of Alberta Health Services. This term is inclusive of residents, clients and outpatients.

REFERENCES

- Alberta Health Services Governance Documents:
 - *Consent to Treatment/Procedure(s)* Policy and procedures (# PRR-01)
- Alberta Health Services Resources:
 - *Immunization Program Standards Manual*
 - *Influenza Immunization Orientation* PowerPoint
 - *Influenza Immunization Biological Pages*
(<http://www.albertahealthservices.ca/influenza/Page12438.aspx>)
 - *Influenza Information Package*
 - *Vaccine Storage and Handling Standard*
- Non-Alberta Health Services Documents:
 - *Adverse Events Following Immunization (AEFI) Policy for Alberta Immunization Providers* (Alberta Health)
 - *Alberta Immunization Policy* (Alberta Health)
 - *Alberta Vaccine Cold Chain Policy* (Alberta Health)
 - *Government Organizations Act* (Alberta)
 - *Health Disciplines Act* (Alberta)
 - *Health Professions Act* (Alberta)
 - *Medication Guidelines* (College and Association of Registered Nurses of Alberta)

VERSION HISTORY

Date	Action Taken
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