



COVID-19 VACCINATION

Vaccination checklist**✓ specifically before 1st injection****Administrative clarification**

- Clarify the health insurance status of the person to be vaccinated (compulsory health insurance/insurance card)
- Verify the identity of the person to be vaccinated

Clarification of the indication for vaccination

Clarification according to vaccination strategy/vaccination recommendation/current prioritisation

1. People at especially high risk: those aged ≥ 65 and adults < 65 with chronic illnesses. For details see the vaccination recommendation www.bag.admin.ch/covid-19-dokumente-gesundheitsfachpersonen (in German, French and Italian)
2. Healthcare personnel with patient contact and carers of persons at especially high risk
3. Close contacts of people defined as being at especially high risk (adult members of a household or caring family members)
4. Adults < 65 in communal facilities with an increased risk of infection and outbreaks
5. All other adults as soon as sufficient vaccine is available.

**Clarification of contraindications/
vaccination currently not
recommended for**

1. Known severe hypersensitivity to ingredients of the vaccine (particularly polyethylene glycol [PEG] / macrogol)
2. Pregnancy
3. Children and adolescents under the age of 18 (for Comirnaty® under the age of 16)

Clarification of special precautions

1. Generally known hypersensitivity reactions/allergies?
2. Immune suppression (congenital, acquired, immunosuppressive treatment including cancer under treatment)
→ indication for vaccination interpreted liberally by medical specialist after corresponding briefing

✓ specifically before 2nd injection**Adverse vaccine reactions (AVRs)
after first injection?**

- Document using IT-Tool
- AVRs must be reported to Swissmedic by the person administering the vaccine

AVR reporting to Swissmedic

- Via link to the "ELViS" reporting system in the IT-Tool www.swissmedic.ch/swissmedic/en/home/humanarzneimittel/market-surveillance/pharmacovigilance/elvis.html



✓ Procedure for 1st injection / 2nd injection

Current health

- Clarify current general health and decide:
Can the vaccination proceed today?
- Temperature >38°C?
- Does the person to be vaccinated currently have any COVID-19 compatible symptoms following a confirmation of COVID-19 within the last 3 months? → postpone vaccination until symptoms have subsided

Client briefing

- Does the person to be vaccinated have any questions?
- Has he/she read the information material?
- Mention possible AVRs, and particularly possible allergic reactions

Client consent

- Obtain the verbal consent to the vaccination of the person to be vaccinated and to the electronic recording of the vaccination in the data acquisition system
- Check for the need of an electronic vaccination record at "myCovidVac" / "meine Impfungen". If record already exists insert data.
- Enter written note of the consent in the vaccination data sheet/IT-Tool
- If the person is incapable of giving consent, the consent must be obtained by his/her legal representative

Completing the vaccination data sheet / recording in IT-Tool

- Enter the relevant details of the person to be vaccinated in the IT-Tool

Preparing the vaccine

- see manufacturer's information sheet:
www.bbraun.ch/kit-covid19 / www.comirnatyeducation.ch
- Do not shake, just swivel, do not move unnecessarily

Administering the vaccine

- see manufacturer's information sheet:
www.bbraun.ch/kit-covid19 / www.comirnatyeducation.ch
- i. m. in deltoid muscle
- Both vaccination doses with the same vaccine, spaced 28 days apart (Cominarty®: at least 21 days)
- For anticoagulated patients: the vaccination is also injected intramuscularly, and subsequent firm compression is important
www.bag.admin.ch/impfplan (in German, French and Italian)

✓ After 1st injection / 2nd injection

Explain how to behave in the event of an AVR

- Tell the client to report any serious and unexpected AVRs to a doctor/ pharmacist/vaccination site
- If applicable, give the client a contact number

Explain how to behave generally after 1st/2nd injection

- Continue following rules of social distancing and hygiene
- If a booster vaccination is needed after the 2nd injection, inform client
- Follow isolation and quarantine rules as before until further notice

Issuing a vaccination certificate

- Issue the client with a vaccination certificate from the IT-Tool or make an entry in the vaccination record
- Stamp and signature of the person administering the vaccine
- Affix/enter LOT number in the vaccination certificate

Arrange 2nd appointment

- Note appointment at the same vaccination site with the same vaccine in the IT-Tool
- Give client appointment card
- Give client information sheet with instructions on behaviour after the vaccination

Observation time after 1st/2nd injection

- Monitor particularly those who had experienced problems directly after the injection, e.g. circulatory problems
- All vaccinated persons should remain at the vaccination site for 15–30 minutes after the injection. Persons with known allergies should remain for 30 minutes