

Provincial Immunization Competency Guideline

Public Health

Date Approved: August 2013; Date Updated: June 2017
Applicable to: All Immunization Providers

Purpose:

- To provide immunization providers with provincial expectations for immunization competency.
- To provide access to tools for all immunization providers to be knowledgeable providers, educators and advocates for immunization.

Background:

To define optimal practices that address the ongoing challenges of immunization in Canada, the National Advisory Committee on Immunization (NACI) developed *The National Guidelines for Immunization Practices* to guide all immunization providers in the planning, delivery and evaluation of immunization policies, practices and programs.

The national guidelines are as follows:

1. Immunization services should be readily available.
2. Immunization providers should facilitate timely receipt of vaccine and eliminate unnecessary prerequisites to the receipt of vaccines.
3. Immunization providers should use all clinical opportunities to screen for needed vaccines and to administer all vaccine doses for which a vaccine recipient is eligible at the time of each visit.
4. Immunization providers should communicate current knowledge about immunization using an evidence based approach.
5. Immunization providers should inform vaccine recipients and parents in specific terms about the risks and benefits of vaccines that they or their children are to receive.
6. Immunization providers should recommend deferral or withholding of vaccines for true contraindications only.
7. Immunization providers should ensure that all vaccinations are accurately and completely recorded.
8. Immunization providers should maintain easily retrievable summaries of immunization records to facilitate age-appropriate vaccination.
9. Immunization providers should report clinically significant adverse events following immunization (AEFI) promptly, accurately and completely.
10. Immunization providers should report all cases of vaccine preventable diseases as required under provincial or territorial legislation.
11. Immunization providers should adhere to appropriate procedures for the storage and handling of immunizing agents.
12. Immunization providers should maintain up-to-date, easily retrievable immunization protocols at all locations where vaccines are administered.
13. Immunization providers should be properly trained and maintain ongoing education regarding current immunization recommendations.
14. Immunization errors and immunization related incidents should be reported by immunization providers to their local jurisdiction.
15. Immunization providers should operate an immunization tracking system.
16. Audits should be conducted in all immunization services to assess the quality of immunization records and the degree of immunization coverage.

Definitions:

- **Immunization provider:** A health care professional who is registered or licensed to provide health care under an Act of the

Legislature and who is authorized under that Act to administer vaccines.

- **Regional health authority (RHA):** Governance structure set up by the province, responsible for the delivery and administration of health services in specified areas.

Guiding Principles:

- Manitoba Health, Seniors and Active Living endorses and supports *The National Guidelines for Immunization Practices* developed by NACI.
- Immunization providers are responsible for ensuring competency to provide immunizations as required by their professional licensing body and/or regional health authority (RHA).
- It is the responsibility of the professional licensing body and/or RHA to regulate and audit competency of immunization providers.
- Immunization providers must ensure they:
 - Meet the requirements to provide immunization, as required by the professional licensing body and/or RHA;
 - Follow provincial and regional guidelines on routine practices and immunization standards when administering immunizations; and,
 - Follow procedures as determined by each professional licensing body and/or RHA to ensure competency.
- All immunization providers are also expected to:
 - Understand the importance of the key principles of immunization in their respective practice setting;
 - Counsel patients regarding key immunization issues including the importance of immunization and schedule adherence;
 - Increase public confidence in vaccines;
 - Report a client's immunization event, immediately following the administration of a vaccine, to the provincial immunization registry;
 - Promote safe and competent immunization practices; and,
 - Work collaboratively with other professionals to promote cooperation on important immunization issues.

- More information on *The National Guidelines for Immunization Practices* can be found on **Page 4: Canadian Immunization Guide: Part 1 – Key Immunization Information:** <https://www.canada.ca/en/public-health/services/publications/healthy-living/canadian-immunization-guide-part-1-key-immunization-information.html>