

- For independent vaccinators applying for renewal of authorisation by the Medical Officer of Health
- Applicant: Self-assess clinical skills for vaccination using the checklist, comment if appropriate, then sign and date
- Peer reviewer: Review the self-assessment, provide comments as appropriate, then sign and date the form. You can only provide peer review if you are currently authorised as an independent vaccinator

### Applicant's self assessment

Tick box if standard met.

#### Standard 1

The vaccinator is competent in the immunisation technique and has the appropriate knowledge and skills for the task (selected required characteristics)

You are equipped to deal with:

- anaphylaxis
- other reactions related to immunisation
- resuscitation
- spillages (blood or vaccine)
- safe disposal of equipment

#### Standard 2

The vaccinator obtains informed consent to immunise

In your vaccination practice, you consistently:

- obtain consent
- communicate immunisation information effectively and in a culturally appropriate way
- support communication with suitable health education material
- allow time to answer questions, and obtain feedback
- keep a written record that consent has been obtained

#### Standard 3

The vaccinator provides safe immunisation

In your vaccination practice, you consistently:

- ensure continuity of the cold chain
- advise that vaccinees remain under observation for a minimum of 20 minutes after immunisation
- inform the vaccinee/caregiver about care after immunisations
- ascertain date of last immunisation
- enquire about reactions following previous vaccinations
- check for true contraindications
- determine current health of the vaccinee
- use aseptic techniques in preparing and administering all vaccines
- visually check the vaccine
- reconstitute vaccines with diluent provided (as appropriate)
- change needle between preparing and administering vaccine
- use correct needle size and length
- position vaccinee appropriately
- administer vaccine in appropriate site
- insert needle at correct angle, give vaccine slowly
- dispose of needles and syringes in sharps container
- encourage comfort measures before, during and after vaccination

**Standard 4**

The vaccinator documents information on the vaccine(s) administered, and maintains patient confidentiality

In your vaccination practice, you consistently:

- document relevant information, including recall date (if appropriate) in clinical records and vaccinee-held records
- ensure the immunisation certificate is accurately completed, if applicable
- obtain the vaccinee's/caregiver's consent to inform the usual provider, if you are not the usual provider
- ensure all personal documentation is appropriately treated and stored
- give immunisations according to the National Immunisation Schedule recommendations for age

**Standard 5**

The vaccinator administers all vaccine doses

In your vaccination practice, you consistently:

- plan catch-up immunisation with a minimum number of visits, if required
- defer or avoid vaccinating only if contraindicated or on vaccinee/caregiver request

### Applicant's declaration and comments

*I confirm that this self-assessment represents a true and accurate record of my vaccination practice*

Signature of applicant	Date
Applicant's name	
Comments	

### Peer reviewer's declaration and comments

This declaration is to be completed by an authorised independent vaccinator who has observed the applicant providing vaccinations within the past two years.

Name of peer reviewer	Phone
Name of practice or organisation	Reviewer's position in organisation

**Declaration**

To my knowledge, the applicant's self-assessment is an accurate record. In my judgement the applicant demonstrates the clinical skills appropriate to a competent vaccinator.

Signature of reviewer	Date
Comments	