

### Supporting advice to GP practices on the administration of the seasonal 'flu vaccination to staff

The release of advice on the use of Patient Group Directions (PGDs) within Occupational Health Services (OHS) and the Written Instruction for the administration of seasonal 'flu vaccination to staff have raised questions specifically relating to the provision of the vaccine to staff working in GP practices.

The below table outlines the available options that can be considered by GP practices advice should be read in conjunction with the advice published at <https://www.sps.nhs.uk/articles/pgds-and-occupational-health-schemes/> and <https://www.sps.nhs.uk/articles/written-instruction-for-the-administration-of-seasonal-flu-vaccination/>

#### **Remember:**

- PGDs (including the national PHE PGD for seasonal 'flu vaccination) are not legally valid for the provision of the seasonal 'flu vaccination to GP practice staff as part of an OHS and should not be used.
- All staff with a clinical condition which makes them eligible for the national seasonal influenza vaccination programme under the NHS should be encouraged to attend their own GP surgery or community pharmacy to obtain this vaccination. Provision of the vaccination to staff should generally be reserved for those who do not qualify for the seasonal 'flu vaccination under the eligibility criteria listed in the current annual national 'flu programme. However, if the staff member is unlikely to seek to vaccination via their GP practice/community pharmacy they should receive the vaccination via their employer.
- Practitioners are responsible for ensuring they have appropriate indemnity insurance.

Option	Considerations
<p><b>The practice's commissioned OHS provider can vaccinate staff if this is offered as part of OHS provision</b></p>	<ul style="list-style-type: none"> <li>• Not all commissioned OHS providers will include the provision of the seasonal 'flu vaccine as part of their contract. However, where this is offered this should be the preferred option.</li> <li>• The provision by an external OHS provider offers confidentially to staff members receiving the vaccination.</li> <li>• Where this is not offered or does not meet the needs of the practice (for example is not easily accessible to staff) consider the options listed below.</li> </ul>
<p><b>The practice can adopt the national Written Instruction and named nurse/s within the practice can then vaccinate practice staff</b></p>	<ul style="list-style-type: none"> <li>• The Written Instruction must first be signed by the GP within the practice assuming responsibility for the provision of the seasonal vaccination to staff. This will then allow named practice nurse/s, authorised under the written instruction, to provide the seasonal 'flu vaccination to all staff within the practice.</li> </ul>

<p><a href="https://www.sps.nhs.uk/articles/written-instruction-for-the-administration-of-seasonal-flu-vaccination/">https://www.sps.nhs.uk/articles/written-instruction-for-the-administration-of-seasonal-flu-vaccination/</a></p>	<ul style="list-style-type: none"> <li>• The named nurse/s operating under the written instruction are responsible for ensuring the vaccination is given within the criteria set out within the written instruction and that they work within the bounds of their professional competence.</li> <li>• The practice needs to follow their own practice policies for: <ul style="list-style-type: none"> <li>○ the recording of the administration within the staff member’s record</li> <li>○ consent to share information with the staff member’s registered GP practice where appropriate</li> <li>○ how they manage confidentiality issues where a member of staff may potentially have a contraindication to vaccination but do not wish to disclose this to their employer.</li> </ul> </li> </ul>
<p><b>The practice can pay for vouchers/reimburse staff to obtain vaccine via community pharmacy</b></p>	<ul style="list-style-type: none"> <li>• Instead of providing the vaccination within the practice, the practice may offer to reimburse staff the cost of obtaining this privately through a community pharmacy. Some community pharmacies offer a prepaid voucher scheme where vouchers can be purchased in advance by the practice and then be supplied to staff which they then present at the time of vaccination.</li> <li>• Provision by a community pharmacy offers confidentially to staff members receiving the vaccination.</li> </ul>
<p><b>A Patient Specific Direction (PSD) generated for practice staff by a GP/ independent prescriber within the practice</b></p>	<ul style="list-style-type: none"> <li>• This is private provision.</li> <li>• The prescriber signing the PSD would be responsible for their own prescribing and would be responsible for clinically assessing each person receiving the vaccination.</li> <li>• The practice needs to follow their own practice policies for: <ul style="list-style-type: none"> <li>○ the recording of the prescribing and administration within the staff member’s record</li> <li>○ consent to share information with the staff member’s registered GP practice where appropriate</li> <li>○ how they manage confidentiality issues where a member of staff may potentially have a contraindication to vaccination but do not wish to disclose this to their employer.</li> </ul> </li> <li>• The PSD must meet all legal requirements – for further detail please see <a href="https://www.sps.nhs.uk/articles/patient-specific-directions-ga/">https://www.sps.nhs.uk/articles/patient-specific-directions-ga/</a></li> </ul>
<p><b>Additional notes</b></p> <ul style="list-style-type: none"> <li>• Staff working within a GP practice who are not employed by the practice should seek vaccination via their own employer or where appropriate for those eligible for the national seasonal influenza vaccination via their own GP surgery or community pharmacy.</li> <li>• Locum GPs are eligible for vaccination via their registered GP under the Directed Enhanced Service (DES) for Seasonal influenza and pneumococcal polysaccharide vaccination programme 2020/21, available at <a href="https://www.england.nhs.uk/gp/investment/gp-contract/">https://www.england.nhs.uk/gp/investment/gp-contract/</a></li> </ul>	