

## Cover Sheet

Trust Board Meeting in Public: Wednesday 28 September 2022

TB2022.080

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**Title:** Healthcare worker influenza vaccination best practice management checklist

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**Status:** For Information  
**History:** Winter Vaccination Strategic Group

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**Board Lead:** Chief Nursing Officer  
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**Confidential:** No  
**Key Purpose:** Assurance

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## Executive Summary

1. As a result of non-pharmaceutical interventions, (PPE and social distancing) in place for Covid 19, influenza levels were very low in 2020 to 2021 season and well below usual levels for the 2021-2022 season. As social contact returns to pre-pandemic norms, there is likely to be a resurgence in influenza in winter 2022-23 to similar or higher levels than before the pandemic. There is also potential for co-circulation of influenza, Covid -19 and other respiratory viruses.
2. The national influenza immunisation programme 2022-23 requires Trusts to provide assurance that they have a comprehensive operational plan, supported by the Trust Board, to offer influenza vaccine to 100% of front-line staff and vaccinating 70-90% of staff.
3. Led by the Deputy CMO/Director of Clinical Improvement and the Deputy Chief Nurse, the Trust's winter vaccination strategic team have worked together to develop a comprehensive plan to commence staff influenza vaccinations on 3 October 2022. Influenza vaccine will be offered to all OUH staff including those contracted to work within the Trust such as Mitie and PFI staff.
4. Operationally the influenza program will be delivered by peer-to-peer vaccinators supported by The Centre of Occupational Health and Well-being who will vaccinate in those areas without vaccinators and those over 65 years of age
5. Trust wide communications are led and co-ordinated by the communications and media team .

## Recommendations

6. The Trust Board is asked to note the completion of the DHSC and UKHSA check list for information.

## Healthcare worker influenza vaccination best practice management checklist

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### 1. Purpose

- 1.1. The DHSC and UKHSA requires the OUH Trust Board to acknowledge and assure its preparedness to offer 100% of front-line staff an annual influenza vaccination. In order to provide this assurance the NHSE check list has been completed and is detailed within this paper.

### 2. Background

- 2.1. The UKHSA and DHSC letter (22 April 2022) circulated to all Trusts states that all frontline health care and social care workers should be offered vaccination by their employer. This is an employer's responsibility to help protect their staff and patients or clients and ensure the overall safe running of services. Employers should implement a service which makes access to the vaccine easy for all frontline staff, encourages staff to get vaccinated, and monitors the delivery of their programme.
- 2.2. The definition of a frontline healthcare worker for the influenza programme will be aligned with that of the COVID-19 vaccination programme to include both clinical and non-clinical staff who have contact with patients. One of the quality indicators in the 2022-23 Commissioning for Quality and Innovation (CQUIN) is a goal of vaccinating between 70 to 90% of staff.

### 3. DHSC and UKHSA Check List

- 3.1. A Winter Vaccination Strategic Group, led by the Deputy CMO/Director Clinical Improvement and the Deputy Chief Nurse, has been established. The group is co-ordinating the Trust wide response, and support the delivery of the influenza program, troubleshooting emerging issues to facilitate an effective program. Meetings have commenced and will take place regularly throughout the influenza program.
- 3.2. The Winter Vaccination Strategic Group has completed the DHSC and UKHSA checklist which is detailed below.

**DHSC and UKHSA Check List –**

<b>A</b>	<b>Committed leadership</b>	<b>Trust self- assessment</b>
A1	Board record commitment to achieving the ambition of vaccinating all frontline healthcare workers (both clinical and non-clinical staff who have contact with patients)	Minutes of the Board meeting scheduled for 28 September 2022
A2	Trust has ordered and provided a quadrivalent (QIV) influenza vaccine for healthcare workers	Vaccination order placed and delivery dates scheduled.
A3	Board receive an evaluation of the influenza programme 2021 to 2022, including data, successes, challenges and lessons learnt	2021-22 Flu programme evaluated via questionnaire and internal review. Findings shared with Winter Vaccination Strategic Group and used to support decision making for 2022-23 programme.
A4	Agree on a board champion for influenza campaign	Chief Nursing Officer and Chief Medical Officer
A5	All board members receive influenza vaccination and publicise this	Vaccination programme and publicity being scheduled
A6	Influenza team formed with representatives from all directorates, staff groups and trade union representatives	Completed

A7	Influenza team to meet regularly from September 2022	Weekly meetings Vaccination programme and publicity being scheduled commenced
<b>B</b>	<b>Communications plan</b>	
B1	Rationale for the influenza vaccination programme and facts to be published – sponsored by senior clinical leaders and trades unions	Staff communication and publicity campaign to commence 3 October 2022 using Staff Bulletins, Newsletters, Intranet
B2	Drop-in clinics and mobile vaccination schedule to be published electronically, on social media and on paper	Information will be available on Staff Intranet, Yammer and posters
B3	Board and senior managers having their vaccinations to be publicised	Vaccination programme and publicity being scheduled
B4	Influenza vaccination programme and access to vaccination on induction programmes	Incorporated within Staff communication and publicity campaign
B5	Programme to be publicised on screensavers, posters and social media	Incorporated within Staff communication and publicity campaign
B6	Weekly feedback on percentage uptake for directorates, teams and professional groups	Reporting Dashboard created by IT
<b>C</b>	<b>Flexible accessibility</b>	

C1	Peer vaccinators, ideally at least one in each clinical area to be identified, trained, released to vaccinate and empowered	Vaccination team established
C2	Schedule for easy access drop in clinics agreed	Completed
C3	Schedule for 24 hour mobile vaccinations to be agreed	Completed
<b>D</b>	<b>Incentives</b>	
D1	Board to agree on incentives and how to publicise this	Discussed and agreed with Board Champions
D2	Success to be celebrated weekly	Incorporated within Staff communication and publicity campaign

#### **4. Conclusion**

- 4.1. The Winter Vaccination Strategic Group was established on 3 August 2022 to co-ordinate and oversee the delivery of the 2022-23 Influenza vaccination programme for staff at OUH.
- 4.2. The group has completed the DHSC and UKSHA check list which provides assurance of the OUH preparedness for delivery of the vaccination programme.

#### **5. Recommendations**

- 5.1. The Trust Board is asked to note the completion of the DHSC and UKHSA check list for information.