

Virginia Adult Hepatitis B Immunization Initiative (VAHBII) Check List for Participation

- Identify a Vaccine Coordinator at each facility and submit contact information through a Venue Profile and Enrollment Form.
- Identify a refrigerator for vaccine storage.
 - The refrigerator should hold *only* biologics; no food or drinks.
 - The refrigerator should maintain temperatures of between 35 – 46° Fahrenheit.
- Monitor temperatures for three days and submit the temperature log to VDH.
- Submit a Vaccine Order Form to VDH.
- Prepare for vaccine administration.
 - Supplies: needles, gloves, emergency kit, etc. (see potential list here <http://www.immunize.org/catg.d/p3046.pdf>)
 - Vaccine Information Statements (VIS) (available here: <http://www.immunize.org/vis/>)
 - Vaccine Administration Records (one in chart and one for patient) (<http://www.immunize.org/catg.d/p2023.pdf>)
- Receive and store vaccine shipment.
- Offer vaccine to patients meeting criteria as they present.
 - Screen patients for contraindications and inform them of the benefits and risks of hepatitis B vaccine.
 - Provide patients with the appropriate VIS(s) *prior* to vaccine administration.
- Document the vaccine dose appropriately.
- Follow the schedule for hepatitis B vaccine recommended by the Advisory Committee on Immunization Practices (ACIP).
 - Dose 1
 - Dose 2 (1-2 months later); minimum interval is 4 weeks
 - Dose 3 (at least 16 weeks after the first dose and a minimum of 8 weeks after the second dose)
- Provide the patient with a copy of their Vaccine Administration Record.
- Implement reminder/recall system for completion of the multi-dose series.
- Track number of doses administered monthly on the Monthly Doses Administered Report. Send VDH the form by the 15th of the following month.