

Self-Assessment Tool for Pharmacists Delivering Vaccinations and/or Emergency Medicines

This self-assessment checklist is a practical tool intended to assist pharmacists in reflecting, self-assessing, and evaluating their individual needs to refresh their training in order to have the necessary skills and knowledge to safely deliver the associated vaccines and/or emergency medicines. The checklist is not exhaustive and should be used in connection with all other governance and accountability arrangements in place in either the pharmacy or in HSE vaccination clinics for the provision of additional services.

Pharmacist Name:					
PSI Registration Number					
Step 1	Descriptor	Yes	No	N/A	Action Required
	I am familiar with and comply with the Legislation which allows pharmacists who have completed accredited and approved training to administer medicines and vaccinations set out in the Eighth and Twelfth Schedules of the Medicinal Products (Prescription and Control of Supply) Regulations 2003 (as amended).				
	I am familiar with the PSI approved training pathway for each vaccine I will be administering.				
	I am familiar with the training requirements, including the validity period for each training programme.				
	I have completed an accredited and approved Medicines Administration (Parenteral) Training Programme.				
	I understand the need to repeat the Medicines Administration (Parenteral) Training Programme if I have had a two-year break in vaccination practice or longer.				
Step 2	I am competent in safe injection technique for the injection routes I intend to deliver vaccinations and/or emergency medicines.				
	I have a valid certificate for CPR (Adults and Children).				
	I have a valid certificate for the Responding to an Emergency and Management of Anaphylaxis (RESMA) training module				
	I have completed the approved Delivery of a Vaccination Service training module prior to providing a vaccination service for the first time.				
	In order to ensure I have the necessary skills and knowledge to safely deliver a vaccination service, I have reflected, self-assessed and evaluated whether I need to refresh the Delivery of a Vaccination Service training module.				

	I have an up-to-date knowledge on the vaccinations and/or emergency medicines I intend to administer through review of the relevant National Immunisation Advisory Committee (NIAC) 'Immunisation Guidelines for Ireland', the relevant HSE guidance, including the current National Immunisation Office (NIO) Guidelines and/or by completing the specific online training modules where applicable.				
	I have reviewed the Summary of Product Characteristics (SPC) for each vaccine(s) and/or emergency medicine(s) I intend to administer and am familiar with specific requirements relating to the management and administration of the specific vaccinations and/or emergency medicines I am administering.				
Step 3	I am familiar with and comply with the PSI Guidance on the Provision of Vaccination Services by Pharmacists in Retail Pharmacy Businesses				
	I am familiar and comply with the PSI Guidance on the Provision of an Influenza Vaccination Service for Children Aged 6 Months and Older, where applicable.				
	I am familiar and comply with the PSI Guidance to Support Pharmacies in Providing Safe Vaccination Services Offsite from the Pharmacy Premises, where applicable.				
	I have considered the additional procedures and arrangements and the additional complexities associated with the provision of a vaccination service in a school setting and have reviewed the HSE Toolkit to Support the Administration of Flu Vaccination to Children in Primary Schools where applicable.				
	I am familiar with and comply with the PSI Guidance on the Safe Supply and Administration of Prescription-Only Medicines for the Purpose of Saving Life or Reducing Severe Distress in an Emergency.				
	My training certificates (or copies thereof) are retained at the pharmacy/pharmacies in which I intend to administer vaccines and/or emergency medicines.				
Step 4	I have had my knowledge skills and competencies assured via an internal sign-off process (this may include practice runs, peer assessment and peer review with another trained vaccinator)				
	I will ensure that I keep myself up to date and am aware of any changes to relevant legislation,				

	training or national guidance and will take steps to update my knowledge, competence and skills in the administration of vaccines as applicable				
Step 5	<p><i>I am satisfied that I possess the requisite theoretical knowledge and practical skills to safely administer vaccinations and/or emergency medicines in accordance with the legislative requirements and all relevant guidance. I understand, in accordance with the Statutory Code of Conduct for Pharmacists that I am personally and professionally responsible for my own acts or omissions in this regard.</i></p> <p>_____</p> <p><i>Signature</i> <i>Date</i></p>				

Useful References (This list is not exhaustive)

- When performing your self-assessment, you may need to refer to the relevant sections of legislation and PSI Guidance. You can access pharmacy and medicines legislation through www.irishstatutebook.ie or on the PSI website www.psi.ie. PSI Guidelines are accessible on the PSI Website and in your Pharmacy Practice Guidance Folder.
- The National Immunisation Advisory Committee (NIAC) 'Immunisation Guidelines for Ireland' are available through the National Immunisation Office (NIO) website www.immunisation.ie
- The Summary of Product Characteristics (SPC) for each vaccine and/or emergency medicine is available via the Health Products Regulatory Authority (HPRA) website www.hpra.ie.
- The validity period of training modules are outlined on the PSI website and/or by the training provider in the case of CPR certificates.
- The HSE Toolkit to Support the Administration of Flu Vaccination to Children in Primary Schools or Community Settings by Primary Care is available through the [HSE website](http://www.hse.ie)