

Public Health (PH NB) COVID-19 Immunization Clinic

Application Approval Form for Physicians and Nurse Practitioners

Refer to "Factors that will determine PH NB approval of clinics" (page 2).
Submit a proposal **10 business days prior** to the clinic.
Complete the fillable form, save and email it to: VOC-opsdesk@gnb.ca

Name of person/provider submitting proposal:

Contact information (email and phone number):

Number of individuals to be immunized (estimated uptake):

Type of Vaccine: Adult (Ages 12+) Pediatric (Ages 5-11) Infant (Ages 2-4)

Clinic Address:

Zone (Check one):

Zone 1 Zone 2 Zone 3 Zone 4 Zone 5 Zone 6 Zone 7

Names of immunizers:

(MD, NP, RN, or LPN)

Minimum requirements as per Storage and Handling of Immunizing Agents:

Canadian Immunization Guide Cold storage checklist (check all that apply where response is YES):

- We have insulated coolers (gel/ice packs) with a digital minimum/maximum thermometer device.
- We have a purpose-built vaccine or medication fridge that maintains 2°C-8°C cold chain.
- We have a Fridge outlet that is hooked up to generator or UPS battery back-up and or we have a response plan in place in the event of a power failure to maintain vaccine cold chain.
- Our Fridge has a *working and quality assured* temperature alarm.
- We have a digital minimum/maximum thermometer or temperature monitoring device that is regularly re-calibrated and accurate within $\pm 0.5^{\circ}\text{C}$.
- Our fridge is monitored by a staff member who reads and records the thermometer readings at least twice a day.
- Our fridge receives regular maintenance/service checks every 6 months.

Public Health New Brunswick will approve your application based on minimum requirements in place for storage and handling as per the Canadian Immunization Guide.

Please indicate that the following PHNB direction (as per page 2) will be followed (check all where response is YES to confirm compliance):

- We have an operational plan that respects all COVID-19 protocols. See attached NBMS COVID operational plan template.
- We have a plan to ensure there is minimal vaccine wastage.
- We will schedule appointments.
- We will ensure vaccine record information is submitted to Medicare to ensure immunizations are integrated into PHIS
- We will report any Adverse Events Following Immunization (AEFI) to Public Health NB.
- We will comply with Privacy and Confidentiality legislation.
- We will commit to administering follow up second doses clinics.

Factors that will determine PHNB approval choice of clinics

Client eligibility

- All New Brunswick residents are eligible to receive the COVID-19 vaccine for free. This includes Canadian citizens, permanent residents, temporary visitors or international students. Proof of residency, a minimum stay in the province, or a N.B. Medicare card is not required.
- Vaccine must be administered clients according to authorized age.
- Clinic preparation includes promotion of the immunization event to eligible individuals.

Immunization procedures

- Immunizers must meet storage and handling requirements for all COVID vaccines (refer to **Cold Storage checklist**).
- Clinics must follow all clinical guidance provided in [Communicable Disease Control Resources for Health Care Professionals \(gnb.ca\)](#)
- Immunization must follow PH NB's direction and audits may occur to confirm compliance.

Resources

- Guidance for Vaccine Response Plan in the Event of a Power Failure: [NBIPG-appendice5-4.pdf \(gnb.ca\)](#)
- Respiratory Guide: [Respiratory Guide 2023](#)
- Administration Form: [Respiratory Administration Form](#)