

Nurse Immuniser Authorisation

Practicum Guide & Skills Assessment Record

January 2024

Introduction

A Registered Nurse or midwife must meet clinical practice requirements in order to become an Authorised Nurse Immuniser (NI) in Tasmania, Regulation 82(1)(d) of the Poisons Regulations 2018. The information contained within this guide is designed as a resource. This document is directed at RN's or midwives who have completed an Immunisation for Registered Nurses course which does not contain a practical component. It provides a record of the clinical immunisation practicum and must be completed in consultation with preceptors. This clinical record must be included with the *Initial [Nurse Immuniser Authorisation Application documents](#)*.

Requirements

A Registered Nurse / midwife is required to undertake clinical practice in order to become an Authorised Immuniser (AI) in Tasmania. During this clinical practice the nurse is required to administer **ten different client vaccination encounters** under the supervision of a preceptor. At least **five different vaccines** must be administered to children aged **two years of age or younger**, including no more than one oral vaccine.

There must be no actual or perceived conflict of interest between the trainee and the preceptor.

Preceptor Role/Guide

A preceptor may be either:

- An experienced Nurse Immuniser who is authorised to practice in Tasmania, in accordance with Regulation 82(1)(d) of the Poisons Regulations 2018. The AI must have a minimum of 2 years recent clinical experience administering vaccines, under the National Immunisation Program, to all age groups (infants, children and adults) and be working under a Department of Health (DoH) Program Approval.
- A General Practitioner/Medical Officer who has a minimum of two years recent and regular experience administering vaccines, under the National Immunisation Program, to all age groups (infants, children and adults).

Preceptors are required to assess the nurse's clinical performance according to recommendations in the current edition of [The Australian Immunisation Handbook](#) and comply with *the [Funded Immunisation Schedule Tasmania](#)* and the [Free vaccines supplied in Tasmania](#) and their indication for use.

The assessment and judgement of competence in the clinical practice setting should include multiple methods such as clinical observation, questioning and review of documentation to measure accuracy, autonomy, knowledge and attitudes.

A Preceptor is required to observe and assess the nurse, provide appropriate feedback and complete the Skills Assessment Record (Attachment 1). The preceptor is required to indicate if the nurse demonstrates overall competence in the provision of vaccinations according to the performance criteria in the essential immunisation practice standards, or whether the nurse requires additional practice to further develop their clinical knowledge and skills.

The key areas include:

- Availability of an in-date Anaphylaxis Response Kit before each immunisation session
- Knowledge of and maintenance of cold chain requirements during the immunisation sessions
- Completion of the pre-vaccination assessment and ensuring valid consent
- Selection of the appropriate vaccine(s)
- Following standard occupational health and safety guidelines for hygiene to minimise the risk of needle stick injury
- Correct administration of the vaccine(s)
- Providing immediate after care
- Knowledge of common adverse events following immunisation (AEFI) and their management, and the process for documenting and reporting an AEFI in Tasmania
- Documentation, including reporting of vaccinations to the Australian Immunisation Register (AIR).

Registered Nurse / Midwife Responsibilities

It is expected that the Nurse will:

- Be familiar with the current National Immunisation Program (NIP) schedule.
- Comply with the [Funded Immunisation Schedule in Tasmania](#), and [Free vaccines supplied in Tasmania](#) and their indication for use.
- Adhere to standard vaccination procedures as outlined in the [Australian Immunisation Handbook](#).
- Use principles of adult learning and demonstrate motivation to seek out and avail themselves of learning opportunities as they occur in the practice setting
- Demonstrate 'safe practice' by seeking advice from the Preceptor when required.
- The Crown carries no liability in respect of nurses carrying out vaccinations; it is the nurses' obligation and responsibility to ensure they have their own appropriate professional, public and other indemnity coverage.

Please forward the completed *Skills Assessment Record* (Attachment 1) with your Initial Immunisation Authorisation Application to the Communicable Diseases Prevention Unit (CDPU).

Attachment One: Skills Assessment Record

Student Name:		Date:	
Preceptor Name:		Practice Venue:	

Essential Immunisation Practice		Preceptor Assessment	
		Is the nurse competent? <input checked="" type="checkbox"/> yes <input checked="" type="checkbox"/> no	Comments
1. Ensure emergency equipment is available and operational, including an anaphylaxis response kit before each vaccination session	1.1 Protocols, Adrenaline 1:1000 (in date) and dose chart available, checked and operational emergency resuscitation equipment readily available	<input type="checkbox"/>	
	2. Implement the National Vaccine Storage Guidelines: Strive for 5 when storing, handling or transporting vaccines	2.1 Is able to state correct vaccine temperature range of between +2°C to +8°C	<input type="checkbox"/>
	2.2 Checks temperature log and administers vaccine that has been transported and stored at the correct cold chain temperature	<input type="checkbox"/>	
	2.3 Describes and complies with national guideline requirements for vaccine storage, handling and transportation and their importance in maximising the potency and efficacy of each vaccine	<input type="checkbox"/>	
	2.4 Explain actions taken to report and manage a cold chain breach or other events that may compromise vaccine integrity	<input type="checkbox"/>	
3. Perform pre-vaccination screening to assess and determine the person's medical fitness for vaccination, contraindications or precautions to vaccination and possible need for a different vaccine schedule or additional vaccines	3.1 Uses a pre-vaccination screening checklist tool and responds appropriately when a particular issue pertaining to the checklist is identified, including 'at risk' population groups	<input type="checkbox"/>	

Essential Immunisation Practice		Preceptor Assessment	
		Is the nurse competent? <input checked="" type="checkbox"/> yes <input checked="" type="checkbox"/> no	Comments
4. Decide on the appropriate vaccine(s) to be administered	4.1 Reviews the documented vaccination history on the Australian Immunisation Register (AIR).	<input type="checkbox"/>	
	4.2 Confidently identifies the correct vaccine(s) due and prepares a catch up schedule if necessary	<input type="checkbox"/>	
5. Obtain valid consent	5.1 The vaccinator obtains informed consent to immunise and communicates information effectively and in a culturally appropriate manner	<input type="checkbox"/>	
	5.2 Delivers clear, concise messages about the risks of vaccine-preventable diseases and the benefits and risks of vaccines	<input type="checkbox"/>	
	5.3 Advises the person to be vaccinated or the parent/legal guardian of a child, of the incidence of common adverse events that may occur following vaccination	<input type="checkbox"/>	
	5.4 Provides current and suitable health education resources as appropriate to support communication	<input type="checkbox"/>	
	5.5 Provides adequate time to answer questions and ensure client understanding of the vaccination process	<input type="checkbox"/>	
6. Follow standard occupational health and safety guidelines for hygiene and minimises the risk of needle-stick injury throughout the entire vaccination procedure	6.1 Performs hand hygiene as per the Australian Guidelines for the Prevention and Control of Infection in Healthcare (2019)	<input type="checkbox"/>	
	6.2 Demonstrates awareness of minimising the risk of needle-stick injury and locates sharps containers safely away from children's reach	<input type="checkbox"/>	

Essential Immunisation Practice		Preceptor Assessment	
		Is the nurse competent? <input checked="" type="checkbox"/> yes <input checked="" type="checkbox"/> no	Comments
7. Prepare the site and equipment and administer vaccines correctly	7.1 Chooses the correct needle length and gauge for administering vaccine as recommended for the age, size of the child and route of the vaccine	<input type="checkbox"/>	
	7.2 Reconstitutes the vaccine if required as per the product information, , using a separate needle to draw up the diluent. Mixes fully and draws up the entire vaccine	<input type="checkbox"/>	
	7.3 Checks each individual dose to see that the expiry date has not lapsed and that there is no particulate matter or colour change in the vaccine	<input type="checkbox"/>	
	7.4 Locate the correct injection site, uncovering the appropriate limb(s)	<input type="checkbox"/>	
	7.5 Immobilise the limb without unnecessary restraint, instruct parent of correct positioning and holding techniques, including distraction appropriate for age	<input type="checkbox"/>	
	7.6 Does not swab the skin (unless visibly dirty)	<input type="checkbox"/>	
	7.7 Administers the vaccine using the correct route (Oral, IMI or SC), angle (90° or 45°)	<input type="checkbox"/>	
8. Provide immediate after-care	8.1 Demonstrates safe disposal of used needles, syringes and vaccine vials/ampoules in accordance with the Australian Guidelines for the prevention and Control of Infection in Healthcare (2019)	<input type="checkbox"/>	
	8.2 Cover the puncture wound quickly	<input type="checkbox"/>	
	8.3 Use comfort and distraction measures to alleviate any distress and pain (pre, during and after vaccination)	<input type="checkbox"/>	

Essential Immunisation Practice		Preceptor Assessment	
		Is the nurse competent? <input checked="" type="checkbox"/> yes <input checked="" type="checkbox"/> no	Comments
9. Anticipate, identify and manage common and adverse events following immunisation, as appropriate to the practice setting	9.1 Reminds the vaccinated person about the common and rare adverse events following immunisation, what to expect, how to report and how to manage them in both verbal and written form; and provide contact advise in case of a significant adverse event occurring within 24 to 48 hours of the vaccination	<input type="checkbox"/>	
	9.2 Articulates the difference between a vasovagal episode and anaphylaxis	<input type="checkbox"/>	
	9.3 Discusses the management of a vasovagal episode	<input type="checkbox"/>	
	9.4 Discusses the management of anaphylaxis	<input type="checkbox"/>	
10. Document information relevant to each immunisation encounter	10.1 Explains rationale and demonstrates the importance of accurate documentation of vaccine type (name and antigens), dose, batch number, expiry date, injection site, route, date of administration and name of immuniser	<input type="checkbox"/>	
	10.2 Provides a record of vaccination and date to be retained by the person or the parent/legal guardian of the child	<input type="checkbox"/>	
	10.3 Documents in the relevant clinical record (electronic or hard copy)	<input type="checkbox"/>	
	10.4 Uploads the vaccines administered to AIR	<input type="checkbox"/>	
11. Provide information related to the date of the next scheduled vaccination	11.1 Names, documents and informs the client/parent/caregiver of the next scheduled vaccine(s) and when next due	<input type="checkbox"/>	
12. Check the vaccination status of other family members (as appropriate)	12.1 Demonstrates understanding of the importance of opportunistic vaccination	<input type="checkbox"/>	

Essential Immunisation Practice		Preceptor Assessment	
		Is the nurse competent? <input checked="" type="checkbox"/> yes <input checked="" type="checkbox"/> no	Comments
13. Advise and ensure the vaccinated person remains in the nearby area for a minimum of 15 minutes post vaccination and is aware of prompt reporting of any significant adverse event following immunisation	13.1 Advises and directs person/parent/legal guardian to designated waiting area and instructs them to wait for a minimum of 15 minutes for post vaccination monitoring	<input type="checkbox"/>	
	13.2 Describes the procedure for documenting and reporting an AEFI in Tasmania	<input type="checkbox"/>	
14. Act in accordance with legal and ethical standards in all aspects of immunisation practice	14.1 Maintains client confidentiality and privacy	<input type="checkbox"/>	
	14.2 Identifies his/her own professional scope of practice and ethical principles relating to immunisation	<input type="checkbox"/>	
	14.3 Ensures health facility policies/protocols are followed	<input type="checkbox"/>	
15. Completes required vaccination experience under supervision of nominated preceptor in a clinical practice setting	15.1 Completes administration of all vaccines due to a minimum of ten different vaccination encounters	<input type="checkbox"/>	
	15.2 At least five different vaccines are administered to children two years of age or younger	<input type="checkbox"/>	
	15.3 Includes no more than one oral vaccine	<input type="checkbox"/>	
	15.4 Correctly identifies deltoid landmarks in an adult and/or child, and the anterolateral thigh (vastus lateralis) in an infant <12 months old.	<input type="checkbox"/>	

Record details of vaccinations given by: _____ under the supervision of the preceptor: _____

Administers a minimum of **ten different client** vaccinations, of which at least **five different** vaccines must be administered to children **two years of age or younger, including** no more than **one** oral vaccine.

Vaccinations given to children UNDER two (2) years of age.

Vaccine name	Route	Site	Date administered	Age of recipient

Vaccinations given to children aged OVER two (2) years

Vaccine name	Route	Site	Date administered	Age of recipient

In my judgement the nurse consistently demonstrates the knowledge and skills necessary to deliver safe and competent immunisation practice according to the Essential Immunisation Practice standards in the Skills Assessment Record.

I declare that:

- I am a Medical Practitioner with a minimum of 2 years recent clinical experience administering vaccines, under the National Immunisation Program, to all age groups (infants, children and adults)

OR

- I am an experienced Authorised Nurse Immuniser with a minimum of 2 years recent clinical experience administering NIP vaccines, to all age groups (infants, children and adults) working under a current DoH Approved Vaccination Program

AND

- I am authorised to practise as a Nurse Immuniser in Tasmania

AND

- I am working under a current DoH Program Approval

Students Name _____

PLEASE TICK

- Is Competent to administer vaccines independently
 Requires further practice and direction

Preceptor Name _____

Preceptor Signature _____

Nurse Signature _____

Date _____