

Leeds COVID-19 Vaccination Programme Training Requirements for existing NHS staff

Thank you so much for volunteering to work as part of the COVID-19 Vaccination Programme in Leeds. Each person working as part of the programme has an important role to play, and we aim to do everything we can to support you in your work here.

The workforce to deliver the first phase the vaccination programme w/c 7th December comprises existing staff in our current workforces (across Health and Care) and includes registered and non-registered practitioners/workers.

This document advises you of the training you will need to undertake in advance of starting work. In addition, you should familiarise yourself with the staff handbook and local induction checklist.

E-Learning platform

The majority of e-learning is accessed via the [e-LfH](#) site and is freely available to colleagues working in the NHS, independent sector and social care. **You must ensure you log in to the site, to ensure your activity will be tracked and you will be able to evidence the training you have completed.**

If you don't have an account, then you will need to register. Please note this is not restricted and you can submit any email address: <https://portal.e-lfh.org.uk/Register>

1. TRAINING REQUIREMENTS FOR VACCINATORS

For those involved in administering the vaccine, you will need to complete the following two learning modules on the [e-LfH](#) site:

- **COVID-19 Vaccination e-learning programme**
[Core Knowledge for COVID-19 Vaccinators \(and Assessment\) –incl. coverage of PGDs](#)
- **COVID-19 Vaccination e-learning programme:**
[COVID-19 mRNA Vaccine BNT162b2 \(and Assessment\)](#)

Before you arrive on site, you also need to be up to date with:

Immunisation training: If you have not undertaken any refresher training you can do so via the e-learning listed opposite.	Refresher modules x 3 via e-LfH: <ul style="list-style-type: none"> • <u>Legal Aspects</u> • <u>Vaccine Storage</u> • <u>Vaccine Administration</u>
Anaphylaxis BLS/ILS training: RCGP website	<u>Recognising and Managing Anaphylaxis e-learning programme (for clinical staff)</u> <u>BLS (and use of an AED) refresher webinar for existing registered health care</u> - please watch the first video on the website
Covid 19 Vaccine AstraZeneca	<u>https://portal.e-lfh.org.uk/Catalogue/Index?HierarchyId=0_45016&programmeld=45016</u>
Mandatory & Statutory training (MaST) as required by your employer and any additional training (if not included in your MaST) as specified below: <ul style="list-style-type: none"> • Data Security Awareness Level 1 • Infection Prevention Control Level 1 & 2 • Health, Safety & Welfare Level 1 • Fire Safety Level 1 • Safeguarding Adults Level 1&2 • Equality & Diversity • Conflict Resolution Level 1 	Can be completed via <u>e-LfH</u>

You should also access and familiarise yourself with the following:

Green Book COVID-19 chapter	
PHE 'COVID-19 vaccination programme. Information for healthcare practitioners'	
COVID-19 vaccinator competency assessment tool	You may wish to complete this as a self-assessment tool
Programme Overview Pack	Due to be available by 11/12/20 - we will update when this is published
Leeds Covid Vaccination Programme Staff Handbook	This should have been e-mailed to you and is available to download via the Academy website also

2. TRAINING REQUIREMENTS FOR NON- VACCINATOR ROLES

This includes Health Care Assistants, administrators, marshals, front of house, reception, etc.

Before you arrive on site, you should be up to date with:

- Mandatory and Statutory training (MaST) as required by your employer as well as the training specified below (if not included in your MaST) - all of which can be completed via [e-LfH](#)
 - Data Security Awareness Level 1
 - Infection Prevention Control Level 1 & 2
 - Health, Safety & Welfare Level 1
 - Fire Safety Level 1
 - Safeguarding Adults Level 1
 - Equality & Diversity
 - Conflict Resolution Level 1

You will also need to access and familiarise yourself with:

- Programme Overview Pack (due to be available by 11/12/20) - we will update when this is published
- Leeds Covid Vaccination Programme Staff Handbook- which you should have been e-mailed or can be downloaded from the [Leeds Health and Care Academy website](#)

If you have queries about the training you need to complete please contact your workforce lead in the first instance:

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