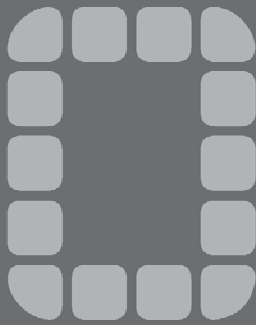





# Vaccine Administration Code



Pharmaceutical Services Branch  
March 2010



## FORWARD

The Vaccine Administration Code establishes the criteria which must be achieved by a registered nurse to administer a vaccine in accordance with the regulation 37B of the *Poisons Regulation 1965*.

The Code, prepared by the Pharmaceutical Service Branch, Public Health Division of the Western Australian Department of Health, is published under the authority of the Chief Executive Officer of the Department, and is to be read in conjunction with the relevant provisions of the *Poisons Regulations 1965*.

### 1. Citation

This Code may be cited as the *Vaccine Administration Code*.

### 2. Definitions

**“Registered Nurse”** has the meaning given in the *Nurses and Midwives Act 2006* section 3;

**“Western Australian Vaccination Schedule”** is a list of vaccines published by the Public Health Division, Department of Health.

### 3. Administration

All sites where vaccination is being conducted must be appropriately equipped to treat patients in the event of an anaphylactic reaction.

Only vaccines included on the current Western Australian Vaccination Schedule, as amended from time to time, may be administered.

### 4. Storage

Vaccines must be stored securely to prevent access by unauthorised persons.


The storage and transport of the vaccines must be in accordance with the *National Vaccine Storage Guidelines: Strive for 5*, published by the Commonwealth of Australia.

### 5. Consent

Written consent must be obtained from the person, a parent or guardian, before each vaccination.

### 6. Adverse Events

If an adverse event following immunisation occurs, a medical practitioner must be consulted and the reaction notified to the



Department of Health in accordance with the *Health (Notification of Adverse Event after Immunisation) Regulations 1995*.

## **7. Records**

A registered nurse is to make a record of every occasion on which a vaccine included in the Western Australian Vaccination Schedule is administered to a person. The record is to include:

- a. The name, quantity and batch number of the vaccine administered;
- b. The name, address, date of birth and gender of the person to whom the vaccine was administered;
- c. The date on which the vaccine was administered;
- d. The registered nurse's name and signature.


The record must be kept for at least 2 years from the date on which the vaccine was administered.

## **6. Training**

All registered nurses administering a vaccine in accordance with Regulation 37B must have successfully completed an accredited immunisation course or an equivalent course provided by a Registered Training Organisation (RTO) or a university and must maintain their competency through yearly updates. The required competencies are demonstrated knowledge and understanding in:

- a. The storage, transport and handling of vaccines (cold chain);
- b. Obtaining informed consent for vaccination;
- c. Administration of vaccines as per National Health and Medical Research Council (NHMRC) Immunisation Guidelines;
- d. Cardiopulmonary resuscitation (CPR);
- e. The diagnosis and management of anaphylaxis;
- f. Documentation of vaccination and any critical incidents.

Version 1, current as at March 2010.





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