

<b>Report Title</b>	Covid-19 Vaccination Hospital Hub		
<b>Sponsoring Executive</b>	Mel Roberts, Acting Chief Operating Officer		
<b>Report Author</b>	Mike Carr, Group Director of Operations PCCT		
<b>Meeting</b>	Trust Board (Public)	<b>Date</b>	7 <sup>th</sup> January 2021

### 1. Suggested discussion points *[two or three issues you consider the Trust Board should focus on]*

The Trust commenced as a Hospital Hub as part of the Covid-19 vaccination programme on the 29<sup>th</sup> December 2020. The Trust has received the Pfizer vaccine.

During weeks commencing the 28<sup>th</sup> December and 4<sup>th</sup> January the team is planned to undertake 975 vaccinations. The first week will be dedicated to SWB staff to establish the process and ensure utilisation given the short notice period given to implement the service.

During week commencing 4<sup>th</sup> January onwards the offer will be extended to the appropriate priority patient groups in the community and social care colleagues.

The staffing and delivery model outlined in this paper is subject to revision and will be agreed through the governance structure outlined.

### 2. Alignment to 2020 Vision *[indicate with an 'X' which Plan this paper supports]*

Safety Plan	<input checked="" type="checkbox"/>	Public Health Plan	<input checked="" type="checkbox"/>	People Plan & Education Plan	<input type="checkbox"/>
Quality Plan	<input checked="" type="checkbox"/>	Research and Development	<input type="checkbox"/>	Estates Plan	<input type="checkbox"/>
Financial Plan	<input type="checkbox"/>	Digital Plan	<input type="checkbox"/>	Other <i>[specify in the paper]</i>	<input type="checkbox"/>

### 3. Previous consideration *[where has this paper been previously discussed?]*

N/A

### 4. Recommendation(s)

The Trust Board is asked to:

- a. Approve the current working arrangements of the vaccination hub.
- b. Approve the role out programme to the general public.
- c.

### 5. Impact *[indicate with an 'X' which governance initiatives this matter relates to and where shown elaborate]*

Trust Risk Register	<input type="checkbox"/>				
Board Assurance Framework	<input type="checkbox"/>				
Equality Impact Assessment	Is this required?	<input type="checkbox"/> Y	<input type="checkbox"/> N	If 'Y' date completed	
Quality Impact Assessment	Is this required?	<input type="checkbox"/> Y	<input type="checkbox"/> N	If 'Y' date completed	

# SANDWELL AND WEST BIRMINGHAM HOSPITALS NHS TRUST

## Report to the Public Trust Board: 7<sup>th</sup> January 2021

### Covid-19 Vaccination 'Hospital Hub'

#### 1. Introduction or background

- 1.1 Sandwell and West Birmingham Hospitals Trust was approved on the 23<sup>rd</sup> December 2020 to act as a 'Hospital Hub' as part of the national covid-19 vaccination programme, with Sandwell Hospital the designated site.
- 1.2 The Trust delivered its first vaccination on Tuesday 29<sup>th</sup> December 2020.
- 1.3 The role of acute trusts as 'hospital hubs' in the roll out of the national vaccination programme has changed considerably from the early planning assumptions. Initially we anticipated primarily vaccinating NHS staff, the current expectation is that we will prioritise patients >80, care home staff and NHS staff in that order.

#### 2. Governance

- 2.1 Mel Roberts, Acting Chief Operating Officer is the Senior Responsible Officer for the Hospital Vaccination Hub.
- 2.2 A project team comprising of Nursing, Pharmacy and Operations representatives has been developed to lead on the planning and delivery of the service, involving other services as appropriate.
- 2.3 The project team update the 'Strategic' Covid-19 team on a weekly basis, although regular updates are provided on a daily basis.

#### 3. The Hospital Hub

- 3.1 The Hospital Hub has been established within the Education Centre, using the conference room, adjacent foyer area and the room clinical skills 2 to manage the flow.
- 3.2 Estates work has been undertaken to ensure this is fit for purpose and compliant with Infection Control guidance including, replacing the carpeted flooring, creating a serving hatch between the temporary pharmacy area and the vaccination station and other minor works including signage.
- 3.3 Initially the hospital hub will be open 3 days per week 8am-10pm, opening times are currently based on vaccine availability and shelf-life, and are subject to change.

#### 4. Patient / Staff Cohorts

- 4.1 Week commencing the 28<sup>th</sup> December, all vaccines are designated to SWB staff members who are risk assessed as very high or high risk in relation to Covid-19 or work in high risk areas.

- 4.2 This focus on staff initially is due to a lack of notice to identify the >80 cohort who have yet to be vaccinated, and the lack of a booking processes for the general public. The focus on staff will provide an opportunity to revise and improve the pathway prior to go-live with the general public.
- 4.3 Week commencing the 4<sup>th</sup> January we anticipate extending the vaccination offer to include;
- Patients being discharged from Sandwell Hospital.
  - Patients attending Sandwell Hospital for an outpatient appointment.
  - Patients >80 registered with Your Health Partnership who are yet to receive the vaccine (approx. 550)
  - Care home staff.
  - Staff in the very high and high risk and medium cohorts and those working in high risk areas.
- 4.4 From week commencing the 11<sup>th</sup> January we plan to increase the number of vaccines per week from 975 to 1950, this will allow us to work with more PCNs on their high risk cohorts and widen the offer amongst staff as well as fulfilling the demand for the second dose. We will continue to follow national priorities for vaccination.

## **5. Staffing**

- 5.1 The current staffing model to deliver 330 vaccines per day is as follows;
- 12 Health Care Professionals – Clinical Assessment, Vaccination and Observation
  - 1 Responsible clinician (Medic / Non-Medical Prescriber)
  - 3 Pharmacists
  - 3 Admin & Clerical
  - 2 Security Guards.
  - 2 Marshalls
- 5.1.1 In addition to the team outlined above, each day there will be a clinical lead for the department and a senior manager.

- 5.2 The establishment will be reviewed in line with our understanding of the processes.

## **6. Finance**

- 6.1 Hospital Hubs have been advised that they will be reimbursed for reasonable expenses incurred for the delivery of the vaccination programme.
- 6.2 All costs are being recorded with a view to claiming the funding back.

## **7. Additional Information**

- 7.1 The West Birmingham PCN's will launch a PCN vaccination site on the 4th January at the City Hospital Site in the current Cardiac Rehab Gym. The PCNs will be responsible for the delivery of this service and will offer any spare vaccine to our staff at city hospital.

## 8 Recommendations

**8.1** The Trust Board is asked to:

- a. Approve the current working arrangements of the vaccination hub.
- b. Agree the future split between the general public, social care colleagues and SWB Trust staff.

Mike Carr  
Group Director of Operations (PCCT)

29.12.2020