



Military Vaccine (MILVAX) Agency Continuous Quality Immunization Improvement Process (CQIP) Customer Tool

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This product will provide immunization personnel with a quality control tool to assess the immunization process and ensure compliance with the eight Standards for Military Immunizations as outlined in the Department of Defense (DoD) Joint Instruction and the Centers for Disease Control and Prevention (CDC) Immunization Recommendations (see references 1 and 2 below).

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If you have any questions concerning this product, please contact your local MILVAX Regional Analyst (RA) by using the following link: www.vaccines.mil/POCmap/RAMap.aspx

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Clinic/Facility Information:

Date: _____ Service _____ Component: _____

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Facility Name/Address: _____

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Type of Facility: _____ Phone #/DSN: _____

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Performed by: _____ Email Address: _____

Hours of operation: _____ Walk-in Scheduled appointments

Busiest days/times: _____

Closed for: Lunch (time) _____ Training (day/time) _____

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Patient Population (check all that apply): Active Duty Reserve/Guard Retired

Dependents DoD Civilians/Contractors

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Immunizations provided (check all that apply): Routine Vaccines Flu Anthrax

Smallpox Travel Pediatric/Adolescent

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References:

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1. Joint Instruction AR 40-562, BUMEDINST 6230.15A, AFJI 48-110, CG COMDTINST M6230.4F, Immunizations and Chemoprophylaxis at www.vaccines.mil/documents/969r40_562.pdf
2. Advisory Committee on Immunization Practices (ACIP) General Recommendations of Immunizations at www.cdc.gov/mmwr/pdf/rr/rr6002.pdf
3. Centers for Disease Control and Prevention; Epidemiology and Prevention of Vaccine-Preventable Diseases (Pink Book); Atkinson W, Wolfe S, Hamorsky J, eds. 12th ed. Washington DC: Public Health Foundation, 2011. www.cdc.gov/vaccines/pubs/pinkbook/default.htm

Submit completed CQIP form to your local MILVAX RA (use link for RA contact information): www.vaccines.mil/POCMap/RAMap.aspx

Standard 1: Immunization Availability

1. Are records reviewed routinely for required immunizations and are they administered at appropriate intervals? Yes No

a. If yes, do you administer the vaccine during the same patient visit? _____

b. If no, do you require the patient to return at a later date? _____

2. Has a physician been appointed in writing as Medical Director over each site that provides immunizations? Yes No

3. Are Standard Operating Procedures (SOPs)/Operating Instructions (OIs) available and signed by Medical Director? Yes No

a. Has the Director approved, annually reviewed, and signed SOPs/OIs? Yes No

4. Are standing orders used in place of a physician's prescription? Yes No

a. If yes, explain: _____

b. Are standing orders used for any immunizations? Yes No Explain: _____

c. Has the Director annually reviewed and approved/signed all standing orders?
 Yes No

5. Do you provide travel and/or deployment immunizations? Yes No

Standard 2: Information and Education before Immunization

1. Are current Vaccine Information Statements (VISs) available for all vaccines provided?
 Yes No

2. What process is in place for patients/parents who ask for additional information beyond what is on the VIS or refuse vaccination? Explain: _____

3. Are current mandatory DoD trifolds and educational materials available for the smallpox and anthrax vaccine? Yes No N/A (provide date of brochures currently in use in your area)

Anthrax trifold dated _____

Smallpox trifold dated _____

Smallpox Vaccine Household Contacts Brochure dated _____

ACAM2000 Medication Guide dated _____

Standard 3: Vaccine Storage and Handling

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1. Do you know the approximate cost of the vaccines in your storage unit(s)? Yes No

Approximate cost: \$ _____

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2. Is your thermometer certified and calibrated? Yes No

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3. How many times per day do you perform and document manual temperature checks per Service and/or local policy? Explain: _____

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4. Do you have a 24-hour/7 day per week alarm system installed? Yes No

a. If yes, how often is it tested? _____

b. Is it plugged into emergency back-up power or battery? _____

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c. If no, how are temperatures checked on weekends, holidays, etc? _____

5. Are all vaccines stored in original packaging and rotated based on expiration date?

Yes No

6. Are all diluents stored according to manufacturer's recommendations? Yes No

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7. Do you prefill/pre-draw vaccine in syringes? Yes No

8. Are all vaccines stored according to manufacturer's recommendations? Yes No

9. Do you receive annual cold chain management training? Yes No

10. Do you receive vaccine specific MMQC (Medical Materiel Quality Control) messages?

Yes No

11. Do site SOPs/OIs provide detailed information on procedures in the event of a vaccine cold chain compromise? Yes No

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12. Do you have a written protocol for reporting vaccine losses? Yes No

13. Do you share, provide, or transport vaccines to any other sites? Yes No

14. Do you have a process for soon to be expired vaccines? Yes No

How much unused vaccine expired and/or was potentially compromised last year?

(Identify type and number of doses)

Standard 4: Indications and Contraindications to Immunization

1. Are patients screened for all indicated vaccinations based on age, health status, occupation, etc. during their visit? Yes No

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a. If yes, how are records screened and when does this occur? _____

b. If no, how do you know what immunizations a patient requires? _____

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2. Do you have standardized questions for screening patients? Yes No

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3. What do you do if a patient states they have an allergy to a component of a vaccine?

Explain: _____

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4. Do you have signs displayed asking pregnant women to identify themselves? Yes No
What is your procedure for pregnancy screening? Explain: _____

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Standard 5: Immunization Recordkeeping

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1. What electronic system(s) do you use to document immunizations? Check all that apply:

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- MRRS
- SAMS
- MEDPROS
- AFCITA desktop
- ASIMS/AFCITA web
- Non-Active Duty – AHLTA
- Active Duty – AHLTA
- Other
- No ITS utilized

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2. Do you notify patients when immunizations are due? Yes No

How, check all that apply:

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- Hit list
- Reminder cards
- Readiness web-site
- Unit correspondence
- Recall roster
- Deployment list
- Automated or manual notification systems
- Mailed/emailed
- Telephone notification
- During routine visits
- Health record verification
- In/Out processing

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3. How and when do you document immunizations? (Describe electronic and/or manual method). _____

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4. What are your procedures for patients who present with no written documentation of previous vaccinations? Explain: _____

5. Do you have form CDC 731s (formerly PHS 731/yellow shot record) available? Yes No

6. Do you transcribe immunization records? Yes No

Standard 6: Training

1. Immunization specific training _____ annually for staff? Yes No

2. Does your site have standardized competencies for immunization training? Yes No

3. Where do you find ACIP recommendations, DoD, or Service/Command specific policy and message updates? Explain: _____

4. Do you and your staff know where to find immunization specific training? Explain: _____

Standard 7: Adverse Events after Immunization

1. Are emergency medications, equipment and supplies readily available for emergency management of anaphylaxis? Yes No

2. Do you annually train staff on management of anaphylaxis and vasovagal (fainting)? Yes No

3. Where do you document an adverse event after immunization? Explain: _____

4. Do you have a written plan (i.e. SOPs/OIs) for adverse event procedures? Yes No

Standard 8: Vaccine Advocacy to Protect the Military Family

1. Do you participate in immunization marketing, patient education or outreach events to promote vaccinations in your population? Yes No. If yes, explain: _____

2. Do you have a quality improvement process for your immunization practice? Yes No

3. Do you track influenza rates for the active duty population at your facility? Yes No

4. Does your area participate as a member of an Immunization Committee? Yes No.

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