

2. Immunization Program Policies

Policy 2.1 - Immunization Practice for All Immunization Providers

Purpose: The purpose of this policy is to provide standards to all immunization providers and their employers administering publicly funded vaccine through the New Brunswick Immunization Program.

Preamble: The National Advisory Committee on Immunization has developed guidelines for immunization practice applicable for immunization providers in both the public and private programs. The original guidelines were the result of extensive consultation with stakeholders and have been endorsed by a number of organizations, including the Canadian Pediatric Society, the Canadian Medical Association, the Canadian Nurses Association, the College of Family Physicians of Canada, the Aboriginal Nurses Association of Canada, the Society of Obstetricians and Gynecologists of Canada, the Advisory Committee on Epidemiology and the Canadian Public Health Association.

The guidelines are deliberately broad, far-reaching and rigorous. Some may be within the reach of individual practitioners, while others require the involvement of provincial and/territorial governments.

Immunization providers should refer to the most recent edition of the [Canadian Immunization Guide](#) for a detailed description of the guidelines.

Policy: All immunization providers administering publicly funded vaccine and biologics through the New Brunswick Immunization Program will implement the national guidelines for immunization into their practice as outlined in the *Canadian Immunization Guide*.

Standards: National guidelines for immunization practices¹:

Guideline 1 – Immunization services should be readily available.

Guideline 2 – There should be no barriers or unnecessary prerequisites to the receipt of vaccines.

Guideline 3 – Providers should use all clinical opportunities to screen for needed vaccines and, when indicated, to vaccinate.

Guideline 4 – Providers should educate parents and adult vaccine recipients in general terms about immunization.

Guideline 5 – Providers should inform patients and parents in specific terms about the risks and benefits of vaccines that they or their child are to receive.

Guideline 6 – Providers should recommend deferral or withholding of vaccines for true contraindications only.

Guideline 7 – Providers should administer all vaccine doses for which a recipient is eligible at the time of each visit.

Guideline 8 – Providers should ensure that all vaccinations are accurately and completely recorded.

Guideline 9 – Providers should maintain easily retrievable summaries of the vaccination record to facilitate age-appropriate vaccination.

Guideline 10 – Providers should report clinically significant adverse events following vaccination – promptly, accurately and completely.

Guideline 11 – Providers should report all cases of vaccine-preventable diseases as required under provincial and territorial legislation.

¹ Canadian Immunization Guide.

Guideline 12 – Providers should adhere to appropriate procedures for vaccine management.

Guideline 13 – Providers should maintain up-to-date, easily retrievable protocols at all locations where vaccines are administered.

Guideline 14 – Providers should be properly trained and maintain ongoing education regarding current immunization recommendations.

Guideline 15 – Immunization errors should be reported by providers to their local jurisdiction; i.e., the authority responsible for quality control within the organization or practice.

Guideline 16 – Providers should operate a tracking system; i.e., one that allows them to determine who is due or overdue for vaccinations.

Guideline 17 – Audits should be conducted in all immunization clinics to assess the quality of immunization records and assess immunization coverage levels.