



Government of **Western Australia**
Department of **Health**

Immunisation clinical competency assessment: A guide for immunisation providers



A guide for immunisation providers

This clinical competency assessment guide will assist individuals in identifying levels of competency in their immunisation practice.

It is recommended that the assessment be carried out by an experienced certified immunisation provider in accordance with the online [Australian Immunisation Handbook](#).

This guide is **optional** and may be used for:

- immunisation providers wishing to improve their competence and confidence in their practice
- immunisation providers new to immunisation
- immunisation providers who have completed an immunisation course
- experienced immunisation providers as part of their performance review
- Employers to include as part of an orientation process.

Some providers may only need to have 1 attempt, whilst others may require several (more than 2) attempts to meet the competencies. Immunisation providers are advised to use their discretion with regards to the number of attempts required to achieve competency.

If intending to administer immunisations to children, one encounter should be a child aged ≤ 12 months of age.

Please note that this assessment is not a mandatory requirement of the [SA Health Understanding Vaccines and the National Immunisation Program Immunisation Course](#).

Clinical Competency Assessment Table

	Assessor to tick if successfully demonstrated	
	1	2
Preparing for vaccination		
Pre-vaccination screening <ul style="list-style-type: none"> • Confirms the vaccine history by checking the Australian Immunisation Register (AIR) and client personal record • Completes the pre-vaccination screening checklist • Identifies if catch up vaccines are necessary and plans appropriately • Correctly identifies and can explain contraindications • Selects the correct vaccine(s) and the correct dose(s) required prior to selection • Reconstitutes vaccine(s) correctly when required and complies with all recommendations for administration of vaccines as per the online Australian Immunisation Handbook 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Obtain valid consent <ul style="list-style-type: none"> • Identify if patient has legal capacity and sufficient intellect to understand implications of receiving vaccine, or if a substitute decision-maker is required • Uses appropriate resources to assist with the consent process • Provides relevant information on: <ul style="list-style-type: none"> ○ risks and benefits of each vaccine including common and rare reactions ○ advice on what to do if they are concerned about a reaction following vaccination ○ how to report an adverse event following immunisation (AEFI) to the Western Australian Vaccine Surveillance System (WAVSS) ○ the requirement to remain in the area for at least 15 minutes after vaccination • Able to respond to questions and concerns raised • Document evidence of consent 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

Clinical Competency Assessment Table cont.

Preparing for vaccination cont.	1	2
<p>Infection prevention and control measures</p> <ul style="list-style-type: none"> • Demonstrates hand hygiene • Demonstrates use of PPE • Demonstrates handling of sharps • Demonstrations routine cleaning of work environment 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<p>Anaphylaxis management</p> <ul style="list-style-type: none"> • Has a valid basic life support certificate • Ensures availability of an anaphylaxis kit • Demonstrates knowledge of symptoms and signs of anaphylaxis • Can accurately distinguish anaphylaxis from convulsions, vasovagal episodes (fainting) and Hypotonic-Hyporesponsive Episode (HHE) • Demonstrates knowledge in emergency anaphylaxis management procedure 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<p>Effective cold chain</p> <ul style="list-style-type: none"> • Aware of and complies with national guidelines for vaccine storage and handling • Demonstrates an understanding of maintaining cold-chain, can state what constitutes a breach of vaccine storage conditions and respond appropriately • Checks vaccine expiry date and inspects vaccine 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

Clinical Competency Assessment Table cont.

Administration of vaccines	1	2
<p>Position for vaccination</p> <ul style="list-style-type: none"> • Identifies the correct injection site(s) for specific age groups • Effectively communicates with parent/caregiver the requirements for positioning and holding of infants and children • Positions client allowing good access to injection site 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<p>Vaccination technique</p> <ul style="list-style-type: none"> • Identifies the recommended needle size and length for the person to be vaccinated • Selects correct route of administration for each vaccine • Uses the correct administration technique for each vaccine • Demonstrate awareness of best practice regarding multiple injections 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
After vaccination	1	2
<p>Immediate post vaccination care</p> <ul style="list-style-type: none"> • Correct disposal of clinical waste • Cover injection site <p><i>Note: This information should have been discussed during the consent process</i></p> <p>Clarify any concerns the client may have in relation to:</p> <ul style="list-style-type: none"> • Local and systemic reactions and what to do if concerned about a reaction • How to report an adverse reaction to WAVSS • The requirement to remain in the area for at least 15 minutes • Next vaccination appointment 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<p>Documentation</p> <ul style="list-style-type: none"> • Documents all necessary details in the appropriate records and files. • Submits all necessary details to the AIR • Demonstrates knowledge on reporting AEFIs 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

The Assessor should complete the below details when all competencies have been successfully achieved.

Assessment carried out by:	Assessor 1	Assessor 2 (if applicable)
Print full name		
Signature		
Qualifications		
Date of assessment		
Assessment venue		