General Practice preparedness for COVID-19 vaccine rollout –

Part 3: A team approach for general practice in preparing for the rollout of the COVID-19 vaccine

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|  | **Questions to ask** | **Links to resources** | **Action List** |
| **Admin**  **& MPA** | **Demographic data:** Have you recorded occupation for all patients? To identify those occupations identified in National rollout strategy | * [National rollout strategy](https://www.health.gov.au/sites/default/files/documents/2021/01/australia-s-covid-19-vaccine-national-roll-out-strategy.pdf) |  |
| **Practice**  **Manager** | **AusVax Safety:** Have you registered for AusVax Safety? | * [Australia's COVID-19 vaccine safety monitoring system](https://www.tga.gov.au/australias-covid-19-vaccine-safety-monitoring-system) * [Active vaccine safety surveillance](https://www.ausvaxsafety.org.au/our-work/active-vaccine-safety-surveillance?utm_medium=email&utm_campaign=12022021%20-%20Weekly%20Jab&utm_content=12022021%20-%20Weekly%20Jab+CID_9bb1cc39489693049c08378b84291d55&utm_source=eDM&utm_term=AusVaxSafety%20active%20vaccine%20safety%20surveillance%20here) |  |
| **Culturally and linguistically diverse (CALD) services:** Have you registered all practitioners for TIS and NRS? Do all staff know how to access? | * [Translating and Interpreting Service](https://www.tisnational.gov.au/) (TIS) * [National Relay Service](https://www.communications.gov.au/what-we-do/phone/services-people-disability/accesshub) (NRS) |  |
| **Practice Nurse** | **Emergency trolley:** Have you prepared a checklist for emergency equipment? | * [RACGP Standards for general practices (5th ed)](https://www.racgp.org.au/download/Documents/Standards/RACGP-Standards-for-general-practices-5th-edition.pdf) |  |
| **GP** | **Emergency scenario training:** Have you considered practicing an emergency scenario? | * [Managing Emergencies in General Practice](https://www.racgp.org.au/download/Documents/e-health/Managing-emergencies-in-general-practice.pdf) * [ANZCOR Guideline 8 - Cardiopulmonary Resuscitation](https://secureservercdn.net/198.71.190.10/777.066.myftpupload.com/download/section_8/anzcor-guideline-8-cpr-jan16.pdf) |  |

Sign and date (once all steps completed): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_