# ANNEX C: Clinical Supervision sheet

**Inactivated Influenza Vaccine Protocol – Version 4.1**

**Valid from: 19th December 2023**

**Review date: 30th March 2024**

**Expiry: 31st March 2024**

This sheet must record the name of the clinical supervisor taking responsibility and all of the people working under different activity stages of the protocol.

**Activity stages of the vaccination pathway under this protocol:**

|  |  |  |
| --- | --- | --- |
| Stage 1 | 1. Assessment of the individual presenting for vaccination 2. Provide information and obtain informed consent 3. Provide advice to the individual | Registered Healthcare Professionals Only |
| Stage 2 | * Vaccine Preparation | Registered Healthcare  Professionals, non- registered professionals or non-registered Armed Forces staff |
| Stage 3 | * Vaccine Administration | Registered Healthcare Professionals, non- registered professionals or non-registered Armed Forces staff |
| Stage 4 | * Record Keeping | Registered Healthcare Professionals, non- registered professionals or non-registered Armed Forces staff |

The clinical supervisor has ultimate responsibility for safe care being provided under the terms of the protocol. Persons working under the protocol may be supported by additional registered healthcare professionals, but the clinical supervisor retains responsibility.

Before signing this Protocol, check that the document has had the necessary authorisations. Without these, this Protocol is not lawfully valid.

# Clinical Supervisor

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Designation | Signature | Date |
|  |  |  |  |

**Practitioner(s) and Activity Stages**

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Activity Stage(s) | Signature | Date |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**Note to Clinical Supervisor**

Score through unused rows in the list of practitioners to prevent practitioner additions post managerial authorisation.

This authorisation sheet should be retained to serve as a record of clinical supervision arrangements for those working under this Protocol.