

EXECUTIVE SUMMARY**Report to the Board of Directors****Held on 27th October 2020**

Subject	STH Influenza Staff Vaccination Programme 2020/21
Supporting TEG Member	Michael Harper
Author	Kris Wujkiw
Status¹	A*

PURPOSE OF THE REPORT

To brief the Board on the outcome of the Influenza Staff Vaccination Programme Self Assessment process undertaken as per the guidance issued by DHSC dated Wednesday 5th August 2020.

KEY POINTS

- DHSC require the Trust to undertake a best practice self-assessment for public assurance via the Trust Board at the start of flu season.
- The assessment has been undertaken and the majority of areas are Complete. Areas to sign off by the Board which will result in all areas being complete are:
 - The Board is required to confirm its collective commitment to achieving the ambition of 100% of frontline healthcare workers being vaccinated (A1); and individual commitment to being vaccinated (A5 & B3); and then all areas will be complete.
 - It is noted that, due to the COVID incident in the Spring, there was no formal review of last year's staff vaccination programme (A3). However, learning from the 2019/20 vaccination programme has led to the implementation of an online booking tool and an electronic recording system this year.
 - It is noted that TEG have reviewed the options for incentives to staff (D1). Previously the "Jab for a Jab" incentive scheme was used but this year, in light of the national messaging, it is the proposal to the Board is that no incentives are provided this year.

IMPLICATIONS²

AIM OF THE STHFT CORPORATE STRATEGY 2017-2020		TICK AS APPROPRIATE
1	Deliver the Best Clinical Outcomes	✓
2	Provide Patient Centred Services	✓
3	Employ Caring and Cared for Staff	✓
4	Spend Public Money Wisely	✓
5	Deliver Excellent Research, Education & Innovation	

RECOMMENDATIONS

The Board is asked to:

- Agree the self-assessment undertaken, noting the recommendations to Board to allow all areas to be marked as complete.
- Publish the outcome of the self assessment in the Board minutes
- Note the need for members of the Board to access a flu vaccination.

APPROVAL PROCESS

Meeting	Date	Approved Y/N
TEG	14/10/20	Y
Public Board of Directors	27/10/20	

¹ Status: A = Approval
A* = Approval & Requiring Board Approval
D = Debate
N = Note

² Against the five aims of the STHFT Corporate Strategy 2017-20

1. Introduction

On the 5th August a second national flu letter (Appendix I) was received from the Department of Health and Social Care (DHSC) detailing a number of new requirements of NHS providers. Within this letter was information on the expansion of this year's flu vaccination programme and the requirement to publish a self-assessment checklist for assurance via the Board of Directors.

2. Self-Assessment Checklist

Acknowledging the two previous Influenza programme papers submitted to TEG (2nd September 2020 & 23rd September 2020) below is the current compliance against the checklist:

A	Committed leadership (number in brackets relates to references listed below the table)	Trust Self-Assessment	Gap against DHSC Expectation/ Comments
A1	Board record commitment to achieving the ambition of 100% of front line healthcare workers being vaccinated, and for any healthcare worker who decides on the balance of evidence and personal circumstance against getting the vaccine should anonymously mark their reason for doing so.	Action Indicated	Board to record commitment at October Board to 100% frontline uptake.
A2	Trust has ordered and provided the quadrivalent (QIV) flu vaccine for healthcare workers.	Complete	Two vaccine variants procured to cover all staff (including the 65 and over cohort)
A3	Board receive an evaluation of the flu programme 2019-20, including data, successes, challenges and lessons learnt.	Action Indicated	Usual review process disrupted by COVID-19 response but 2020/21 Programme includes learning from 2019/20
A4	Agree on a board champion for flu campaign.	Complete	Michael Harper is the Executive lead for the flu campaign
A5	All board members receive flu vaccination and publicise this.	Action Indicated	Board members to support by booking a 'flu hub' appointment/ feedback from GP vaccination
A6	Flu team formed with representatives from all directorates, staff groups and trade union representatives.	Complete	The trust's Outbreak and System Resilience Group assumes this responsibility
A7	Flu team to meet regularly from September 2019.	Complete	
B	Communications plan		
B1	Rationale for the flu vaccination programme and myth busting to be published – sponsored by senior clinical leaders and trade unions.	Complete	
B2	Drop in clinics and mobile vaccination schedule to be published electronically, on social media and on paper.	Complete	
B3	Board and senior managers having their vaccinations to be publicised.	Action Indicated	Board and senior managers to support by booking a 'flu hub' appointment/ feedback from GP vaccination
B4	Flu vaccination programme and access to vaccination on induction Programmes.	Complete	
B5	Programme to be publicised on screensavers, posters and social media.	Complete	Posters and social media underway. STH do not have screensavers. Associate Director of I.T Service Delivery currently looking into alternatives.
B6	Weekly feedback on percentage uptake for directorates, teams and professional groups.	Complete	Data dashboard in development to provide real time information
C	Flexible accessibility		
C1	Peer vaccinators, ideally at least one in each clinical area to be identified, trained, released to vaccinate and empowered.	Complete	
C2	Schedule for easy access drop in clinics agreed.	Complete	
C3	Schedule for 24 hour mobile vaccinations to be agreed.	Complete	

D	Incentives		
D1	Board to agree on incentives and how to publicise this.	Action Indicated	Proposal from TEG to the Board to not include an incentive this year based on national communications alongside COVID constraints
D2	Success to be celebrated weekly.	Complete	Plan agreed.

3. Recommendations

The Board is asked to:

- Agree the self-assessment undertaken, noting the recommendations to Board to allow all areas to be marked as complete.
- Publish the outcome of the self assessment in the Board minutes
- Note the need for members of the Board to access a flu vaccination.



Department
of Health &
Social Care



Public Health
England



Wednesday 5 August 2020

Dear Colleague,

The national flu immunisation programme 2020 to 2021- update

1. We write with more information about this year's programme, further to the letter published on 14 May¹.

Expansion of the programme

2. In light of the risk of flu and COVID-19 co-circulating this winter, the national flu immunisation programme will be absolutely essential to protecting vulnerable people and supporting the resilience of the health and care system.
3. As indicated in our letter of 14 May, providers should focus on achieving maximum uptake of the flu vaccine in existing eligible groups, as they are most at risk from flu or in the case of children transmission to other members of the community. Appendix A provides the full list of those eligible in 2020/21 as part of the NHS funded flu vaccination programme. This includes individuals meeting existing flu eligibility criteria.
4. This year as part of our wider planning for winter, and subject to contractual negotiations, this season flu vaccination will be additionally offered to:
 - household contacts of those on the NHS Shielded Patient List. Specifically individuals who expect to share living accommodation with a shielded person on most days over the winter and therefore for whom continuing close contact is unavoidable.
 - children of school Year 7 age in secondary schools (those aged 11 on 31 August 2020).
 - health and social care workers employed through Direct Payment (personal budgets) and/or Personal Health Budgets, such as Personal Assistants, to deliver domiciliary care to patients and service users
5. We aim to further extend the vaccine programme in November and December to include the 50-64 year old age group subject to vaccine supply. This extension is being phased to allow you to prioritise those in at risk groups first. Providers will be

¹https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/885281/The_national_flu_immunisation_programme_2020_to_2021.pdf

To:
Chief Executives of all NHS trusts and foundation trusts
Chief People Officers
Chief Nursing Officers

Copy to:
CCG Accountable Officers
Chief Executives of independent sector providers
NHS Regional Directors
Chairs of ICSs and STPs
Chairs of NHS trusts and foundation trusts

NHS England and NHS Improvement
Skipton House
80 London Road
London
SE1 6LH

From the National Director for Emergency and Elective Care
enland.nhsfluspoc@nhs.net

14 October 2020

Dear Colleague,

Daily submission of flu vaccination data for healthcare workers (HCW)

Following the [second annual flu letter](#) dated 5 August 2020, which set out the flu vaccination programme for frontline healthcare workers, I am writing to you now regarding reporting of uptake among staff in NHS trusts and independent providers.

All providers are now required to use a new national solution to capture key healthcare worker flu vaccination data. Timely access to information relevant to the uptake of flu vaccinations for healthcare workers will support flu planning and response activities at both a national and local level. This solution will also be used to track vaccination of at-risk groups, such as pregnant women.

This system will also be used to track vaccination status of staff for the COVID vaccine, when it becomes available, and providers will, therefore, not be required to introduce another reporting mechanism in future for this purpose.

The National Immunisation Vaccination System digital solution is already being used in multiple settings to capture flu information and Trusts that provide school-aged vaccination services will already be aware of it. The system can include ESR data pre-loaded in order that most information is pre-populated and additional information to be input by the vaccinator is kept to a minimum. The system allows for real time input on an individual basis or for bulk upload from existing recording mechanisms.

Two options for immediate implementation are available to trusts.

1. For those organisations with no existing system to record individual vaccination on a day by day basis, NIVS is required to be implemented.

2. For those organisations with an existing system in place to record individual vaccination on a day by day basis, export of existing data into NIVS is required.

As in previous seasons, the routine monthly PHE data collection for healthcare workers will continue to operate in parallel using the ImmForm website and IT remains official statistics for the Influenza immunisation programme. We recognise that questions around data governance will be at front and centre for organisations and include further information at Appendix 1.

Next steps involve ensuring the Trust lead for staff flu vaccination, usually NHS Trust Chief People Officers, Directors of HR, Chief Nursing Officers or Chief Operating Officers, engage with the programme rollout team for the NIVS digital solution.

- We require all trusts to submit their lead contacts to agem.nivs@nhs.net by no later than Monday 19 October 2020.
- Once lead implementors have been identified, information and how-to webinars will be scheduled from 21 October 2020 with multiple sessions being run over a number of days to support orientation and training.

If you have any questions about this programme, please email agem.nivs@nhs.net and the team will be happy to respond. You can also contact the national operations centre or regional flu leads for further information via england.nhsfluspoc@nhs.net.

The reporting and collection of real-time vaccination data is of paramount importance this year, ensuring consistency across all delivery settings, including primary care, pharmacies and at work.

Thank you again for your continued efforts.



Pauline Philip DBE
National Director of Emergency and Elective Care
NHS England and NHS Improvement