

To

Third and Independent Health and Social Care Providers

28th January 2021

Dear Third and Independent Health and Social Care Providers and Representatives

**RE: Independent Health and Social Care frontline workers Vaccination Access**

Following my communication of 21<sup>st</sup> January 2021, I am now pleased to provide you with the vaccination scheduling contact details of each Health Board. These are provided in Appendix A. These details are provided for your use, or, where appropriate, onward cascade to Third and Independent Sector Health and Social Care patient-facing frontline workers. For clarity front line social care workers that should be prioritised for vaccination are those that provide direct and personal care to those most at risk of COVID-19 disease and its complications; the elderly, those with particular chronic medical conditions which increase their risk from COVID, and children with severe neuro-disabilities and complex needs.

Those who are initially eligible for COVID-19 vaccination can be found in the CMO [list](#), which is illustrative but not exhaustive, and additional information can be found in the [Joint Committee on Vaccination and Immunisation \(JCVI\) Priority Group 2 statement](#), which defines patient-facing frontline workers. Further definitions for some groups within these lists are provided in Appendix B of this letter to assist self-assessment. This too is not exhaustive, but is given as a guide. In essence, those HSCW eligible for priority COVID vaccination are those who provide care closely and regularly to, or come into close contact with, those who are clinically very vulnerable to COVID.

Guidance has been issued on 21<sup>st</sup> January 2021 to Health Boards regarding Bank, Agency & Locum Staff (Staff used in NHS, Social Care, and Care Homes) & Health and Social Care students on placement. This is provided in Appendix C.

As I stated in my previous communication, this is the biggest logistical exercise in the history of vaccination and we are providing the vaccine to people on a clinical prioritisation basis initially, as set out by the JCVI advice. The JCVI has published this advice on priority groups for COVID-19 vaccinations based on the emerging evidence, which suggests that the risk of serious disease and death increases exponentially with age, and that an age-based programme will likely result in faster delivery and better uptake in those at the highest risk. This prioritisation captures almost all preventable deaths from COVID-19, including those associated with occupational exposure to infection. We hope to have vaccinated all those on the JCVI prioritisation list by the end of spring 2021, supplies permitting. It is estimated that, taken together, the groups on the JCVI priority list represent around 99% of preventable mortality from COVID-19. The rest of the adult population, not already vaccinated during phase one due to age or underlying health conditions, will follow as quickly as possible thereafter. Our approach to vaccinating the rest of the population will be guided by the clinical and scientific evidence.

Taking account of this, I would call on all individuals to consider their clinical risk eligibility prior to making contact with their local health board for vaccination. Reiterating that this should be evaluated against the:

- CMO list

- JCVI definitions, and
- Definitions for self-assessment provided in Appendix B
- Guidance for Health Boards regarding Bank, Agency & Locum Staff (used in NHS, Social Care, Care Homes) & Health and Social Care students on Placements, Appendix C

If in any doubt, please discuss with your line manager. Where line management is not appropriate and/or not available please contact the Health Board Immunisation Co-ordinator. The Health Boards if unsure will make contact with the National Programme Team. I would cordially ask all individuals to act with honesty and integrity, with those who have professional registration and regulation taking account of their professional code.

I take this opportunity to thank each and every one of our Third and Independent Sector Health and Social Care Team for their dedication to support the pandemic, and for considering these definitions prior to contacting vaccination teams in your health board at this time.

With best wishes,

A handwritten signature in black ink, appearing to read 'Paul Hawkins', enclosed within a thin black rectangular border.

Paul Hawkins  
Director for Covid19 Vaccination Delivery

## Appendix A: Health Board Vaccination Scheduling Contact Details

Health Board	Email	Telephone
NHS Ayrshire and Arran	<a href="mailto:Covid-19ImmunisationEnquiries@aapct.scot.nhs.uk">Covid-19ImmunisationEnquiries@aapct.scot.nhs.uk</a>	
NHS Borders		Hub Telephone :01896 827171 Open 0800-2000 daily
NHS Dumfries and Galloway	<a href="mailto:dg.occhealth@nhs.scot">dg.occhealth@nhs.scot</a>	
NHS Fife	<a href="mailto:fife.contractorscovidvaccine@nhs.scot">fife.contractorscovidvaccine@nhs.scot</a>  The Fife vaccinations team request that managers of services use this email to provide: details of their organisation, number of eligible staff within their organisation working in Fife and a contact name, email and telephone number for the manager. Once this information is received our scheduling team will contact the manager to arrange appropriate appointments. Self or independently employed staff please use the direct email address above and provide details name, email, telephone number and job role.	
NHS Forth Valley	<a href="mailto:Fv.covidvaccinations@nhs.scot">Fv.covidvaccinations@nhs.scot</a>	
NHS Grampian	<a href="mailto:gram.cvd19imms@nhs.scot">gram.cvd19imms@nhs.scot</a>	
NHS Greater Glasgow and Clyde	<a href="mailto:Staff.Covid19@ggc.scot.nhs.uk">Staff.Covid19@ggc.scot.nhs.uk</a>	
NHS Highland	For enquiries from organisations about the programme/clinics etc. please contact <a href="mailto:Murdina.Campbell@nhs.scot">Murdina.Campbell@nhs.scot</a> copy to Chris Morgan ( <a href="mailto:chris.morgan8@nhs.scot">chris.morgan8@nhs.scot</a> ) . For enquires about booking an appointment please use the following: <a href="mailto:NHSH.covidvaccine@nhs.scot">NHSH.covidvaccine@nhs.scot</a> . Tel. no.: 01463 705531 (to be directed to the vax appt. booking team)	
NHS Lanarkshire	<a href="mailto:external.vaccination@lanarkshire.scot.nhs.uk">external.vaccination@lanarkshire.scot.nhs.uk</a>	
NHS Lothian	NHS Lothian Vaccinations team request that the following email address be used until 31 <sup>st</sup> January 2021: <a href="mailto:loth.covidvaccenquiries@nhslothian.scot.nhs.uk">loth.covidvaccenquiries@nhslothian.scot.nhs.uk</a> . From 1 <sup>st</sup> February 2021 please contact: <a href="mailto:loth.massvaccinationstaff@nhslothian.scot.nhs.uk">loth.massvaccinationstaff@nhslothian.scot.nhs.uk</a>	
NHS Orkney		0300 303 5313
NHS Shetland	<a href="mailto:shet.covidvaccination@nhs.scot">shet.covidvaccination@nhs.scot</a>	
NHS Tayside	<a href="mailto:Tay.c19vaxlocalenquiries@nhs.scot">Tay.c19vaxlocalenquiries@nhs.scot</a>	01382 423108
NHS Western Isles	<a href="mailto:wi.covidvax@nhs.scot">wi.covidvax@nhs.scot</a>	08081968383

## Appendix B: Self-Assessment Definitions

<p><b>Eligible</b> for Vaccination are <b>people and workers</b> who provide care closely and regularly to those who are clinically very vulnerable to COVID. This includes <b>non-clinical but patient facing staff in secondary or primary care/community healthcare settings</b></p> <p>Those clinically vulnerable to COVID-19 are defined by the JCVI priority groups: a) the clinically extremely vulnerable (CEV), b) those who have underlying health conditions leading to greater risk of disease or mortality as defined in <a href="#">the Green book</a>, c) those of advanced age. This includes staff listed below in the following <b>settings</b>: secondary or primary care/community settings in public, private, third sector and non-standard healthcare settings, including hospices, and community-based mental health or addiction services.</p>
Covid-19 vaccinators & vaccination centre staff working closely with patients on a regular basis
Associated clinical support staff of independent contractors
Allied Health Professionals: Paramedics, Podiatrists, Physiotherapists, Optometrists, Occupational Therapists, Radiographers, Audiologists
Allied Health Professional clinical support workers, including Foot Care Specialists, Scottish Ambulance: Service Technicians and Clinical Support Staff (including unpaid volunteer community first responders providing immediate support to patients in remote and rural environments), Radiography Assistants
Chiropractors & Osteopaths
Doctors
Dentists, Dental Nurses and Dental Hygienists
Registered Nurses & Midwives, including Healthcare and Midwifery Support Workers
Social Workers
Personal Assistants
Healthcare Improvement Scotland and Care Inspectorate Inspectors who are required to visit premises with vulnerable patients
Pharmacists and Pharmacy Technicians
Healthcare Students (see additional Guidance for NHS Boards on Vaccination- Appendix C)
Agency / Locum Healthcare Staff (see additional Guidance for NHS Boards on Vaccination- Appendix C)
Non Clinical Ancillary staff who may have multiple social contacts with patients but are not directly involved in patient care: This group includes receptionists, ward clerks, porters and cleaners
Memory Clinic Staff providing care to CEV or the elderly
Scottish Register of Language Professionals with the Deaf Community if working regularly across multiple settings with elderly or CEV individuals
Other bodies involved in relief work alongside frontline Health and Social Care Workers due to pandemic pressures e.g. Mountain Rescue Service assisting Scottish Ambulance Service
<p><b>Frontline Funeral Operatives:</b></p> <ul style="list-style-type: none"> <li>• Funeral director staff who handle, assist in the removal of, or have direct contact with the deceased's remains or personal effects</li> <li>• Funeral director staff who may routinely have close contact with the deceased within the funeral home setting</li> </ul>

- Funeral director staff who routinely clean those areas of their premises which come into direct contact with the deceased (e.g. surfaces where the deceased have been stored or otherwise handled), or private ambulances or similar vehicles used to transport the deceased prior to being coffined
- Mortuary technicians and embalmers [explicitly identified in JCVI priority list].

#### **Hospital Based Laboratory Staff**

Who frequently handle SARS-CoV 2 or collect or handle potentially infected specimens, including respiratory, gastrointestinal and blood specimens and have social contact with patients. This includes cleaners, porters, secretaries and receptionists in laboratories.

**Those not eligible for vaccination** in Phase 1/ JCVI priority Group 2 are: Staff and Volunteers who undertake infrequent or no face to face direct close contact with very vulnerable patients. They can reduce their risk of Covid-19 infection by continuing to follow infection prevention and control guidance and practices, two metre physical distancing and use of PPE. Staffing levels and business continuity are not a consideration in COVID-19 Vaccination prioritisation. This group includes for example:

- Medical Home Care delivery drivers who deliver medication and equipment to patient homes
- Dental Lab technicians who do not have any patient contact
- COVID-19 Testing Site Staff
- Habitation specialists and orientation & mobility specialists providing support to people with sight loss and visual impairment.
- Carer and or Contact Centre staff providing support to carers and not 'cared for'
- Rape crisis centre staff
- Foster Carers
- Vaccination Centre Ancillary Staff not working closely with patients e.g. police and car park staff.
- Staff working in non-hospital-based laboratories and those academic or commercial research laboratories who handle clinical specimens or potentially infected samples as they will be able to use effective protective equipment in their work and should be at low risk of exposure.

**Please note: These lists are not exhaustive, where necessary further communications and advice will be issued.**

## **Appendix C: Guidance for NHS Boards on Vaccination**

### **For Bank, Agency & Locum Staff (used in NHS, Social Care, Care Homes) & Health and Social Care Students on Placements**

#### **The Scottish Government position on vaccinating these groups is:**

- These groups of staff must be considered as JCVI cohort 2, alongside all other patient facing staff
- For agency and bank staff – bank and agency managers should note that this priority is for staff who are active in taking shifts, and not those who have been dormant in working for longer than 6 months
- There is to be no differentiation between bank, agency, locum staff, health and social care students on placement to those on permanent contracts
- For your contracted bank staff, please ensure you have communicated with them to ensure they know they can book in for a vaccine appointment via your existing phone or internet booking systems
- For agency staff that you use – please contact the agencies you work with and notify them of the same booking number or internet link for them to cascade to their staff Please provide this same information to Social Care colleagues for their use with bank and agency staff working in care homes and care at home. Should an agency or bank person work for more than one health board, please support them either being vaccinating in the board they work for the most or their board of residence
- For students coming on placement from universities or colleges into direct patient facing roles across the Health and Social Care environment– please ensure that you give the same booking details to their education links and cascade via communications ahead of their placements
- For students who receive 1<sup>st</sup> dose in one health board area and then perhaps rotate to another board area by the time their 2<sup>nd</sup> dose is due – there is a role for the new board to vaccinate, but also a role for the individual themselves to contact the new board staff vaccine to say they are approaching 12<sup>th</sup> week in advance.

**19<sup>th</sup> January 2020**

**Covid-19 Vaccine Delivery Team**

**Scottish Government**