

Memorandum

To: Practice Managers, Practice Nurses, Dispensary Teams and Administrators

From: Medicines Management Team, WSCCG

Date: July 2018

Vaccine Prescribing for Healthcare and Laboratory Staff

Under the Health and Safety at Work Act (HSWA), employers must pay for protective measures such as immunisation. In occupations where there is a risk to health from any form of work related infection it is the employer's duty to assess that risk and, if present, to protect the workforce.

Where a vaccine (e.g. hepatitis vaccine) is needed by an individual in connection with his/her employment, this should not be prescribed on the NHS. Provision of this vaccine should either be through occupational health or private prescription. Employees paying for a private prescription should be able to claim the charges back from their employers.

FP34D vaccine submission form

The automated SystemOne report that some practices use to produce their figures for end of month submission to the NHSBSA does not differentiate between vaccines that have been given on a private prescription and those that have been given on a NHS prescription.

Therefore, any practices using this report must ensure that they go through the patient details produced by the report. **Any patients that have been administered and charged privately for their vaccination must be removed from the numbers on the final report to the NHSBSA.**

If you have any queries concerning this, please contact the Medicines Management Team.