

## Vaccination Clinic Information Form

The Food and Drug Administration has authorized three COVID vaccines for use in the United States. The Johnson & Johnson vaccine requires a single dose. The Moderna and Pfizer vaccines require two doses, with intervals of 28 and 21 days, respectively, between the first and second doses. Moderna and Johnson & Johnson are only authorized for use with individuals aged 18 years or older. Pfizer is authorized for use with individuals aged 12 years and older.

**1. Do you have a vaccine preference for your clinic?**

- **Yes: Johnson & Johnson (1 dose)**
- **Yes: Moderna (2 dose)**
- **Yes: Pfizer (2 dose)**
- **No preference**

**2. How many individuals will be vaccinated through this request?**

**3. For providers that will need to submit for reimbursement, what is the health insurance status of the population to be vaccinated?**

- **All are insured**
- **Most are insured**
- **Most are uninsured**
- **All are uninsured**

**4. If the population has specific language access needs, please describe:**

Physical Space:

Vaccine clinic operations generally require use of three distinct spaces for the following functions: check-in, vaccine administration, and post-vaccination observation. All spaces must allow for social distancing to be maintained. Vaccinators will also require the following to accommodate their equipment and protocols:

**5. Where would you like to have vaccinations take place?**

- **At the facility at (address):** \_\_\_\_\_ )
- **At vaccinator location**

For facility locations:

**6. Do you plan to host the clinic...?**

- **Completely indoors**
- **Completely outdoors**
- **Using a combination of indoor/outdoor space**

- **Unsure; we would like to discuss options**
- 7. In the event of inclement weather, does your facility have capacity to host all clinic operations indoors?**
- **Yes**
  - **No**
- 8. Which of the following on-site amenities will you be able to provide for the vaccinator:**
- **Secure WiFi in all clinic areas**
  - **Tables (e.g. check-in, administration, check-out)**
  - **Chairs (e.g. waiting, administration, observation)**
  - **Access to a power source in all clinic areas**
  - **Hand and surface sanitizers**
  - **Dedicated parking for vaccinator staff**

#### Human Resources

The success of any vaccination clinic depends on your active participation before, during, and after the clinic. As an organizer, you may be responsible for:

- Coordinating with the vaccinator for site visits, site preparation, and scheduling
  - Recruiting a minimum number of people to be vaccinated at the event (to prevent vaccine wastage)
  - For Moderna/Pfizer, committing to organizing two events to be held within the recommended intervals
  - Communicating key information to individuals to be vaccinated (1<sup>st</sup> and 2<sup>nd</sup> doses)
  - Gathering/ensuring participants provide all information/documentation needed by the vaccinator
  - Providing staff/volunteers to assist the vaccinator with clinic operations (e.g. check-in, wiping down surfaces, directing patient flow, enforcing masking and social distancing requirements, etc.)
- 9. Do you have staff/volunteers that will be able to carry out any of the responsibilities outlined above prior to, during, and following the clinic event(s)?**
- **Yes**
  - **No**

#### **10. Comments**

Once completed, this document should be submitted to [covid-19.vaccine@dc.gov](mailto:covid-19.vaccine@dc.gov).