


UN2979 1 of 3 23/12/2020	Electronic Staff Record Programme USER NOTICE	
Title	Changes to National Competencies December 2020	
Purpose	To advise users of new competencies to support the COVID-19 Vaccination programme	
Intended Audience	All users	

SUBJECT

Changes have been made to National competencies in ESR to support the COVID-19 Vaccination Programme.

DETAIL


To support the roll out of the COVID-19 Vaccination Programme, a set of competencies have been created in ESR. These will assist in National monitoring of training and will improve the reporting and monitoring capability of organisations

The competencies created are grouped into two sets.

- **Role-based competencies:** These apply to non-vaccine-specific training required for a given role.
- **Vaccine specific competencies:** These apply to the ability to administer a specific vaccine.


The role based competencies are as follows:

ESR Competency Names			
<i>Trust ID</i>	<i>Type</i>	<i>Competency Name</i>	<i>Renewal</i>
NHS	MAND	(COVID-19) Vaccinator: Registered Health Care Professional - experienced vaccinator	No Renewal
NHS	MAND	(COVID-19) Vaccinator: Registered Health Care Professional - inexperienced vaccinator	No Renewal
NHS	MAND	(COVID-19) Vaccinator: Unregistered Health Care Worker	No Renewal
NHS	MAND	(COVID-19) Clinical Supervisor	No Renewal
NHS	MAND	(COVID-19) Post-Vaccination Observation	No Renewal
NHS	MAND	(COVID-19) Health Care Assistant	No Renewal
NHS	MAND	(COVID-19) Admin Support	No Renewal
NHS	MAND	(COVID-19) Steward	No Renewal
NHS	MAND	(COVID-19) Patient Advocate	No Renewal
NHS	MAND	(COVID-19) Front of House	No Renewal
NHS	MAND	(COVID-19) Nursing Manager	No Renewal
NHS	MAND	(COVID-19) Senior Manager	No Renewal
NHS	MAND	(COVID-19) Medical Director	No Renewal
NHS	MAND	(COVID-19) Operations Director	No Renewal

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The principal responsibilities of the roles are as follows:

Role	Responsibilities
COVID-19) Vaccinator: Registered Health Care Professional - experienced vaccinator (1)	<ul style="list-style-type: none"> Responsible for the delivery of vaccination. Responsible for the disposal of clinical waste and change of PPE (when required)
(COVID-19) Vaccinator: Registered Health Care Professional - inexperienced vaccinator (2)	
(COVID-19) Vaccinator: Unregistered Health Care Worker	
(COVID-19) Clinical Supervisor	<ul style="list-style-type: none"> Supervision of the vaccination activity and staff within the pod and observation area. Escalation point for clinical assessment.
(COVID-19) Post-Vaccination Observation	<ul style="list-style-type: none"> Responsible for managing the post vaccination observation area and providing BLS.
(COVID-19) Health Care Assistant	<ul style="list-style-type: none"> Responsible for sanitisation and infection control (e.g. wipe down surfaces). Support the vaccination process.
(COVID-19) Admin Support	<ul style="list-style-type: none"> Responsible for patient record keeping. Responsible for recording vaccination data (such as batches, numbers).
(COVID-19) Steward	<ul style="list-style-type: none"> Responsible for patient flow management.
(COVID-19) Patient Advocate	<ul style="list-style-type: none"> Responsible for answering patient queries and addressing any concerns.
(COVID-19) Front of House	<ul style="list-style-type: none"> Responsible for patient check-in and pod allocation. Responsible for patient queries on the day.
(COVID-19) Nursing Manager	<ul style="list-style-type: none"> Responsible for clinical escalations. Responsible for overseeing the clinical activity for the pod and clinical assessment area.
(COVID-19) Senior Manager	<ul style="list-style-type: none"> Responsible for clinical & operational oversight, governance of the site & staff supervision.
(COVID-19) Medical Director	<ul style="list-style-type: none"> Responsible for clinical leadership and governance of the site(s). Responsible for clinical escalations above the Nursing Manager or Senior Manager.
(COVID-19) Operations Director	<ul style="list-style-type: none"> Responsible for non-clinical leadership and operational delivery of mass vaccination site(s). Responsible for ensuring all workforce, consumables and equipment are in place.

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(1) Registered Health Care Professionals who are experienced vaccinators and have vaccinated in the last 12 months

(2) Registered Health Care Professionals who are either inexperienced in vaccination or experienced but haven't vaccinated in the last 12 months

The vaccine specific competencies currently available are:

ESR Competency Names			
Trust ID	Type	Competency Name	Renewal
NHS	MAND	(COVID-19) Pfizer BioNTech Vaccine	No Renewal

The competence NHS|MAND|(COVID-19) Pfizer BioNTech Vaccine has been added to the course 000 COVID-19 mRNA Vaccine BNT162b2, meaning that completion of this course will automatically award this competence.

Additional vaccine specific competencies will be added as training materials become available.

ACTION REQUIRED

Organisations can consider setting role and vaccine specific competence requirements against existing positions and individual positions they have created to support the Vaccination Programme recruitment process.

All roles will need to achieve their associated role-based competence requirement which denotes they are compliant with all recommended (non vaccine-specific) training for that role. Only those roles that need to undertake the vaccine-specific training should also be assigned the vaccine-specific competence requirement.

Where employees or applicants have achieved the required standards for role and vaccine specific competencies then these will need to be added to their records.

Organisations can create Learning Paths incorporating both e-Learning and face to face components required to achieve the associated competencies.

FURTHER INFORMATION

Unless otherwise stated, changes are effective from 1st January 1951.

More information is available in the ESR User Guides accessible from the Hub, on defining Competence Requirements within an organisation and for adding competencies to employee records.

NEXT UPDATE

Further updates will be issued as additional vaccine specific competencies are added.