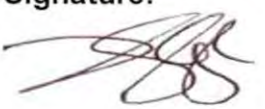
NHS Grampian NHS Highland NHS Orkney NHS Shetland NHS Tayside NHS Eileanan Siar Western Isles

Patient Group Direction for the Administration of Tick-Borne Encephalitis Vaccine for Travel by Approved Healthcare Professionals Working Within NHS Grampian, Highland, Orkney, Shetland, Tayside and Western Isles

Lead Author: Adapted from PHS National PGD by the Medicines Management Specialist Nurse NHSG	**Consultation Group:** See relevant page in the PGD	**Approver:** NoS PGD Group **Authorisation:** NHS Grampian
Signature: 		**Signature:** 
NoS Identifier: NoS/PGD/Travel_TBE/ MGPG1265	**Review Date:** July 2024 **Expiry Date:** July 2025	**Date Approved:** July 2022

NHS Grampian, Highland, Orkney, Shetland, Tayside and Western Isles have authorised this Patient Group Direction to help individuals by providing them with more convenient access to an efficient and clearly defined service within the NHS Boards. This Patient Group Direction cannot be used until Appendix 1 and 2 are completed.

Uncontrolled when printed

Version 1

Revision History:

Reference and approval date of PGD that has been adapted and/or superseded	New PGD adapted from PHS national PGD for travel.	
Date of change	**Summary of Changes**	**Section heading**
March 2022	New PGD	

NoS Identifier: NoS/PGD/Travel_TBE/MGPG1265
Keyword(s): PGD Patient Group Direction tick borne encephalitis vaccine TicoVac® TicoVac Junior®

Policy Statement:
It is the responsibility of the individual healthcare professional and their line managers to ensure that they work within the terms laid down in this PGD and to ensure that staff are working to the most up to date PGD. By doing so, the quality of the services offered will be maintained, and the chances of staff making erroneous decisions which may affect individual, staff or visitor safety and comfort will be reduced. Supervisory staff at all levels must ensure that staff using this PGD act within their own level of competence.

The lead author is responsible for the review of this PGD and for ensuring the PGD is updated in line with any changes in clinical practice, relevant guidelines, or new research evidence.

Review date: The review date for a PGD needs to be decided on a case-by-case basis in the interest of safety. The expiry date should not be more than 3 years, unless a change in national policy or update is required.

Document:	Drafted:	March 2022
	Completed:	July 2022
	Approved:	July 2022 (published – August 2022)
	Amended & reauthorized:	

Organisational Authorisations

This PGD is not legally valid until it has had the relevant organisational authorisation.

PGD Developed/Reviewed by;

Medical practitioner	**Name:** Dr Dermot Gorman **Health Board:** NHSO **Title:** Consultant in Public Health **Contact email:** dermot.gorman@nhs.scot **Signature** ..... **Date:** 27/07/2022
Senior representative of the professional group who will provide care under the direction	**Name:** Mathew John Hamilton **Health Board:** NHSG **Title:** Community Pharmacy **Contact email:** matthewjohn.hamilton@nhs.scot **Signature** ..... **Date:** 28/07/2022
Lead author	**Name:** Frances Adamson **Health Board:** NHSG **Title :** Medicines Management Specialist Nurse **Contact email:** frances.adamson@nhs.scot **Signature** ..... **Date:** 26/07/2022
Pharmacist	**Name:** Russell Mackay **Health Board:** NHSO **Title :** Clinical Pharmacist **Contact email:** russell.mackay@nhs.scot **Signature** ..... **Date:** 27/07/2022

Approved for use within NoS Boards by;

North of Scotland (NoS) PGD Group Chair	Signature	Date Signed
Lesley Coyle		26/07/2022

Authorised and executively signed for use within NoS Boards by;

NHS Grampian Chief Executive	Signature	Date Signed
Professor Caroline Hiscox		10/08/2022

Management and Monitoring of Patient Group Direction

PGD Consultative Group

The consultative group is legally required to include a medical practitioner, a pharmacist and a representative of the professional group who will provide care under the direction.

Name:	Title:
Frances Adamson	**Lead Author:** Medicines Management Specialist Nurse NHSG
Russell Mackay	**Pharmacist:** Clinical Pharmacist NHSO
Dr Dermot Gorman	**Medical Practitioner:** Consultant in Public Health NHSO
Mathew John Hamilton	**Senior Representative:** Community Pharmacist NHSG
Mary McFarlane	Principal Pharmacist NHSS
Andrew Radley	Consultant in Public Health Pharmacy
Liam Callaghan	Chief Pharmacist NHSWI

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Clinical indication to which this PGD applies

Definition of situation/Condition	This Patient Group Direction (PGD) will authorise approved healthcare professionals as detailed in the characteristics of staff authorised to work under this PGD to administer Tick-borne Encephalitis (TBE) vaccine for the protection of individuals at high risk of exposure to the virus related to travel. This PGD should be used in conjunction with the recommendations in the current British National Formulary (BNF), British National Formulary for Children (BNFC), The Green Book Chapter 31, TRAVAX, NaTHNaC and the individual Summary of Product Characteristics (SmPC).
Inclusion criteria	Individuals aged 1 year and older who: • Intend to travel to or reside in countries where TBE vaccination is currently recommended for travel in accordance with national recommendations issued by TRAVAX www.travax.nhs.uk/destinations/ The risk of exposure should be determined after careful risk assessment of an individual's itinerary, season of travel, duration of stay, planned activities and medical history. Prior to the administration of the vaccine, valid consent to receiving treatment under this PGD must be obtained. Consent must be in line with current individual NHS Boards consent policy.
Exclusion criteria	Individuals who: • Are under 1 year of age. • Require vaccination unrelated to travel purposes. • Have had a confirmed anaphylactic reaction to a previous dose of any TBE containing vaccine or to any components of the vaccine (including formaldehyde, neomycin, gentamycin, protamine sulfate) (refer to relevant SmPC). • Have a history of severe (i.e. anaphylactic reaction) to egg or chick protein. • Are suffering from acute severe febrile illness (the presence of a minor infection is not a contraindication for immunisation).

	• Have a history of severe (i.e. anaphylactic reaction) to latex where the vaccine is not latex free. • Where there is no valid consent.
Precautions and special warnings	Minor illness without fever or systemic upset is not a valid reason to postpone immunisation. If an individual is acutely unwell, immunisation may be postponed until they have fully recovered. The Green Book advises there are very few individuals who cannot receive TBE containing vaccines. When there is doubt, appropriate advice should be sought from the lead clinician rather than withholding the vaccine. Individuals with immunosuppression can be given TBE containing vaccines although these individuals may not make a full antibody response. Immunological response may be diminished in those receiving immunosuppressive treatment. The presence of a neurological condition is not a contraindication to immunisation but if there is evidence of current neurological deterioration, deferral of vaccination may be considered, to avoid incorrect attribution of any change in the underlying condition. The risk of such deferral should be balanced against the risk of the preventable infection, and vaccination should be promptly given once the diagnosis and/or the expected course of the condition becomes clear. TBE vaccine has not been associated directly with adverse outcomes of pregnancy. There is no evidence of risk from vaccinating pregnant women, or those who are breast-feeding, with inactivated virus or bacterial vaccines or toxoids. Vaccination should be considered when the risk of infection is high and benefits are considered to outweigh the risks.
Action if excluded from treatment	Specialist advice must be sought on the vaccine and circumstances under which it could be given as immunisation using a patient specific direction may be indicated. The risk to the individual of not being immunised must be taken into account. Advise the individual on other preventative measures that may be implemented such as: • Tick bite avoidance • Removing any ticks attaching to the skin as soon as possible • Unvaccinated individuals bitten by ticks in endemic areas should seek local medical advice • Not drinking or eating unpasteurised milk and dairy products.

	In case of postponement due to acute severe febrile illness, advise when the individual can be vaccinated and ensure another appointment is arranged. Individuals who have had a confirmed anaphylactic reaction to a previous dose of a TBE containing vaccine or any components of the vaccines should be referred to a clinician for specialist advice and appropriate management. Document the reason for exclusion under the PGD and any action taken in the individual's appropriate clinical records.
Action if treatment is declined	Advise about the protective effects of the vaccine and the risk of infection and disease complications. Ensure they have additional reading material e.g. the Patient Information Leaflet (PIL) available to print here. Document advice given and decision reached. Advise the individual on other preventative measures that may be implemented such as: • Tick bite avoidance • Removing any ticks attaching to the skin as soon as possible • Unvaccinated individuals bitten by ticks in endemic areas should seek local medical advice • Not drinking or eating unpasteurised milk and dairy products. Document that the administration of the vaccine was declined, the reason and advice given in appropriate clinical records.

Description of vaccine available under the PGD

Name form and strength of vaccine	Tick-borne encephalitis vaccine available as either; TicoVac® 0.5mL: One dose (0.5mL) contains 2.4 micrograms inactivated Neudörfl strain tick-borne encephalitis virus. TicoVac Junior® 0.25mL: One dose (0.25mL) contains 1.2 micrograms inactivated Neudörfl strain tick-borne encephalitis virus. Both are presented as suspensions for injection in pre-filled syringes, adsorbed onto aluminium oxide, hydrated and produced in chick embryo fibroblast cells.
Legal status	Tick-borne encephalitis vaccines are Prescription-only Medicines (POM).

	Vaccine should be stored according to the conditions detailed below. However, in the event of an inadvertent or unavoidable deviation of these conditions refer to NHS board guidance on storage and handling of vaccines guidance. Where vaccine is assessed in accordance with these guidelines as appropriate for continued use, administration under this PGD is allowed.
Dosage/Maximum total dose	Age 16 years and above: TicoVac® 0.5mL Age 1 year to 15 years: TicoVac Junior® 0.25mL
Frequency of dose/Duration of treatment	**Primary pre-exposure immunisation:** **Standard Schedule:** • **First dose** on day 0 • **Second dose** 1 to 3 months after the first dose • **Third dose** 5 to 12 months after the second dose. **Rapid Schedule*** • **First dose** on day 0 • **Second dose** 14 days the first dose • **Third dose** 5 to 12 months after the second dose. ***For rapid short-term protection of children and adults the second dose gives at least 90% protection. **Reinforcing Immunisation:** **First booster** **Children from 1 year and adults:** The first booster dose is recommended 3 years after the initial 3 dose primary course, if the individual continues to be at risk of TBE. **Further boosters** **Children from 1 year and adults under 60 years:** Further booster doses should be given 5 years after the last booster dose if the individual continues to be at risk of TBE. **Adults 60 years of age and older:** Further booster doses should be given 3 years after the last booster dose if the individual continues to be at risk of TBE.
Maximum or minimum treatment period	See Frequency of dose/Duration of treatment section above.
Route/Method of administration	Administration of the vaccine should be given by **intramuscular injection**, preferably into deltoid region of the upper arm. In children up to 18 months of age, or dependent

	on a child's development and nutrition status, the vaccine is administered into the thigh muscle (vastus lateralis muscle). For individuals with a bleeding disorder, vaccines normally given by an intramuscular route should be given in accordance with the recommendations in the 'Green Book' Chapter 4 When administering at the same time as other vaccines care should be taken to ensure that the appropriate route of injection is used for all the vaccinations. The vaccines should be given when possible in different limbs to allow monitoring of local reactions to TicoVac® and TicoVac Junior®. If given in the same limb they should be given at different sites at least 2.5cm apart (American Academy of Paediatrics 2003). The site at which each vaccine was administered should be noted in the individual's records. Before administration, allow the vaccine to reach room temperature and shake well to thoroughly mix the vaccine suspension and obtain an off-white, opaque homogenous suspension. The vaccine should be visually inspected for foreign particles or variation of physical aspect before use.
Quantity to be administered	One dose per administration. Age 16 years and above: TicoVac® 0.5mL Age 1 year to 15 years: TicoVac Junior® 0.25mL
Storage requirements	Vaccine will be stored in a temperature controlled refrigerator between +2°C and +8°C. Refrigerators should have maximum and minimum temperatures recorded daily. Do not freeze. Store in original packaging in order to protect from light. Individual NHS Board guidance on the storage, handling and cold chain in relation to vaccines must be observed. Likewise, individual NHS Board guidance in relation to waste management and the disposal of all spent, partially spent or unused vaccines must also be observed. In the event of an inadvertent or unavoidable deviation of these conditions, vaccine that has been stored outside the conditions stated above should be quarantined and risk assessed for suitability of continued off-label use or appropriate disposal.
Follow-up (if applicable)	Following immunisation patients should remain under observation in line with individual NHS Board policy. Individuals should not leave if they are feeling unwell without speaking to the healthcare professional who administered the

	vaccine first. If necessary a doctor or the individuals GP should be contacted for advice. Where proof of vaccination is required, a certificate, stamped vaccination booklet or equivalent must be supplied.
Advice (Verbal)	Advise individual/person with parental responsibility what to expect and what to do for minor and major reactions. Individual advice / follow up treatment: Advise the individual on other preventative measures that may be implemented such as: • Tick bite avoidance • Removing any ticks attaching to the skin as soon as possible • Unvaccinated individuals bitten by ticks in endemic areas should seek local medical advice • Not drinking or eating unpasteurised milk and dairy products. If serious adverse or persistent effects occur, the individual/person with parental responsibility should be advised to contact their GP/Accident and Emergency department/NHS24. When administration is postponed advise the individual/person with parental responsibility when to return for vaccination. If appropriate, advise the individual/person with parental responsibility when subsequent doses are due and if any follow up is required.
Advice (Written)	The PIL contained in the medicine(s) should be made available to the individual/person with parental responsibility. Where this is unavailable, or unsuitable, sufficient information should be given in a language that they can understand. Further information on travel health is available at https://www.fitfortravel.nhs.uk/home
Identifying and managing possible adverse reactions	Syncope (fainting) can occur following, or even before, any vaccination especially in adolescents as a psychogenic response to the needle injection. This can be accompanied by several neurological signs such as transient visual disturbance, paraesthesia and tonic-clonic limb movements during recovery. The most commonly seen reactions are minor local injection site reactions such as hardening of the skin, oedema, pain and redness. A small painless nodule may form at the injection site.

	Pyrexia, particularly after the first dose, can occur in children and adults, usually occurring within 12 hours of immunisation and settling within 24–48 hours. Febrile convulsions have rarely occurred, and antipyretic treatment and cooling should be initiated in good time. As with all vaccines there is a very small possibility of anaphylaxis and facilities for its management must be available. **This list is not exhaustive. Please also refer to current BNF/BNFC and manufacturers SmPC for details of all potential adverse reactions.** **BNF/BNFC**: BNF British National Formulary - NICE BNF for Children British National Formulary - NICE **SmPC/PIL/Risk Minimisation Material:** Home - electronic medicines compendium (emc) MHRA Products | Home RMM Directory - (emc) If an adverse reaction does occur give immediate treatment and inform relevant medical practitioner as soon as possible. Report any severe reactions using the Yellow Card System. Yellow Card Scheme - MHRA
Facilities and supplies required	The following are to be available at sites where the vaccine is to be administered: • Pharmaceutical refrigerator (or a validated cool box for storin vaccine if mobile unit) • An acceptable level of privacy to respect individual's right to confidentiality and safety • Basic airway resuscitation equipment (e.g. bag valve mask) • Immediate access to Epinephrine (Adrenaline) 1 in 1000 injection • Access to a working telephone • Another competent adult, who can summon urgent emergenc support if required should ideally be present • Access to medical support (this may be via the telephone) • Approved equipment for the disposal of used materials • Clean and tidy work areas, including access to hand washing facilities or alcohol hand gel • A copy of this PGD in print or electronically

Characteristics of staff authorised to administer vaccine under PGD

Professional qualifications	Those registered healthcare professionals that are listed and approved in legislation as able to operate under Patient Group Directions, as identified and included in individual Board immunisation delivery plans.
Specialist competencies	**Approved by the organisation as:** • Competent to assess the individual's/person with parental responsibilities capacity to understand the nature and purpose of vaccination in order to give or refuse consent • Competent to undertake administration of the vaccine and discuss issues related to vaccination • Competent in the handling and storage of vaccines, and management of the "cold chain" • Competent to work under this PGD.
Ongoing training and competency	**All professionals working under this PGD must:** • Have undertaken NoS PGD module training on TURAS Learn • Have attended basic life support training either face to face or online and updated in-line with individual Board requirements • Have undertaken immunisation training where available • Have undertaken NHS e-anaphylaxis training or equivalent which covers all aspects of the identification and management of anaphylaxis updated in-line with individual Board requirements • Maintain their skills, knowledge and their own professional level of competence in this area according to their individual Code of Professional Conduct • Have knowledge and familiarity of the following; o Current edition of the Green Book o SmPC for the vaccine to be administered in accordance with this PGD o Relevant policy relating to vaccine storage and immunisation procedures for use within their Health Board o Relevant Scottish Government Health Directorate advice including the relevant CMO letter(s).
Responsibilities of professional manager(s)	**Professional manager(s) will be responsible for;** Ensuring that the current PGD is available to all staff providing care under this direction. Ensuring that staff have received adequate training in all areas relevant to this PGD and meet the requirements above.

	Maintain up to date record of all staff authorised to administer the vaccine specified in this direction.

Documentation

Authorisation of administration	Qualified health professionals working within NHS Grampian, Highland, Orkney, Shetland, Tayside and Western Isles listed and approved in legislation as able to operate under PGD can be authorised to administer the vaccine specified in this PGD in accordance with local delivery plans and by agreement at individual Board level as per the following: Nurses, midwives and health visitors can be authorised by their line manager. Pharmacists working within NHS Grampian, Highland, Orkney, Shetland, Tayside and Western Isles can be authorised to administer the medicine(s) specified in this PGD when they have completed local Board requirements for service registration. The following list of healthcare professionals can be authorised by their Line Manager, Head of Service or Vaccine Coordinator: Chiropodists, dental hygienists, dental therapists, dieticians, occupational therapists, optometrists, orthoptists, orthotist/prosthetists, paramedics, physiotherapists, podiatrists, radiographers and speech and language therapists. All authorised staff are required to read the PGD and sign the Agreement to Administer Medicines Under PGD (Appendix 1). A Certificate of Authorisation (Appendix 2) signed by the authorising professional/manager should be supplied. This should be held in the individual health professional's records, or as agreed within the individual Health Board.

Record of administration	An electronic or paper record for recording the screening of individuals and the subsequent administration, or not of the vaccine specified in this PGD must be completed in order to allow audit of practice. This should include as a minimum: • Date and time of vaccine administration • Individuals name and CHI • Exclusion criteria, record why the vaccine was not administered (if applicable) • Record that valid consent to treatment under this PGD was obtained • The name, brand, dose, form, batch number, expiry date, route/site of the vaccination administered • Advice given, including advice given if excluded or declined treatment under this PGD • Signature and name in capital letters of the healthcare professional who administered the vaccine • Record of any adverse effects (advise individuals GP/relevant medical practitioner). Depending on the clinical setting where administration is undertaken, the information should be recorded manually or electronically on the individual service specific system, as appropriate. • Individual service specific systems.
Audit	All records of the vaccine specified in this PGD will be filed with the normal records of medicines in each practice/service. A designated person within each practice/service where the PGD will be used will be responsible for annual audit to ensure a system of recording medicines administered under a PGD.
References	Electronic Medicines Compendium http://www.medicines.org.uk TicoVac® – Date of revision of text August 2021, accessed 16/03/22. TicoVac Junior® Date of revision of text August 2021, accessed 16/03/22. British National Formulary for Children and the British National Formulary https://about.medicinescomplete.com/ accessed 15/03/22. Department of Health (2006): Immunisation against Infectious Disease [Green Book] https://www.gov.uk/government/collections/immunisation-against-infectious-disease-the-green-book

	Tick-borne encephalitis: the green book, chapter 31 - GOV.UK (www.gov.uk) American Academy of Pediatrics (2003) Active immunisation. In: Pickering LK (ed.) Red Book: 2003 Report of the Committee on Infectious Diseases, 26th edition. Elk Grove Village, IL: American Academy of Pediatrics, p 33.

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Appendix 1

Healthcare Professional Agreement to Administer Vaccine Under Patient Group Direction

I: _____ (Insert name)

Working within: _____ e.g. Area, Practice

Agree to administer the vaccine contained within the following Patient Group Direction:

Patient Group Direction for the Administration of Tick-Borne Encephalitis Vaccine for Travel by Approved Healthcare Professionals Working Within NHS Grampian, Highland, Orkney, Shetland, Tayside and Western Isles

I have completed the appropriate training to my professional standards enabling me to administer the vaccine under the above direction. I agree not to act beyond my professional competence, nor out with the recommendations of the direction.

Signed: _____

Print Name: _____

Date: _____

Profession: _____

Professional Registration number/PIN _____

NHS Grampian NHS Highland NHS Orkney NHS Shetland NHS Tayside NHS Eileanan Siar Western Isles

Appendix 2

Healthcare Professionals Authorisation to Administer Vaccine Under Patient Group Direction

The Lead manager/Professional of each clinical area is responsible for maintaining records of all clinical areas where this PGD is in use, and to whom it has been disseminated.
The Senior Nurse/Professional who approves a healthcare professional to administer the vaccine under this PGD is responsible for ensuring that he or she is competent, qualified and trained to do so, and for maintaining an up-to-date record of such approved persons.
The Healthcare Professional that is approved to administer the vaccine under this PGD is responsible for ensuring that he or she understands and is qualified, trained and competent to undertake the duties required. The approved person is also responsible for ensuring that administration is carried out within the terms of the direction, and according to his or her individual code of professional practice and conduct.
Patient Group Direction for the Administration of Tick-Borne Encephalitis Vaccine for Travel by Approved Healthcare Professionals Working Within NHS Grampian, Highland, Orkney, Shetland, Tayside and Western Isles
Local clinical area(s) where the listed healthcare professionals will operate under this PGD:

Name of Healthcare Professional	Signature	Date	Name of Manager	Signature	Date

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Name of Healthcare Professional	**Signature**	**Date**	**Name of Manager**	**Signature**	**Date**