

**Procedure for the offering, ordering and administration of
Diphtheria, Tetanus, Pertussis (acellular component) vaccine
(Tdap) OR low dose diphtheria, tetanus, acellular pertussis and
inactivated poliomyelitis vaccine (dTaP/IPV) by midwives**

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The latest approved version of this document is online.
If the review date has passed please contact the Author for advice.

Version Control

Version	Summary of Changes/Amendments	Issue Date
1	Initial Issue	Sept 2020
2	Version 2 – amendment to ordering process, addition of governance section.	April 2021
3	Change in vaccine from DTaP/PV to Tdap	Aug2024

Engagement & Consultation

Key Individuals/Groups Involved in Developing this Document

Role / Designation
Consultant Midwife
Interim Assistant Head of Midwifery

Circulated to the following for Consultation

Date	Role / Designation
Sept 2020	Maternity Service
Sept 2020	Immunisation Coordinator
Sept 2020	Public Health Team
Sept 2020	Chief Pharmacist
Sept 2020	Maternity Service
26/6/24	Maternity Service
26/6/24	Chief Pharmacist/Medicines Management
26/6/24	Immunisation Coordinator
13/08/24	Medicines Management
16/08/24	Safeguarding

Groups Approved at

Date	Group
16/4/21	Maternity guidelines Group
30/4/21	Women and Children's policies and procedures group
April 2024	Maternity guideline group
April 2024	Women and Children's policies and procedures group
03/09/24	Maternity guideline group
17/09/24	Women and Children's policies and procedures group

Evidence Base

Please list any National Guidelines, Legislation or Health and Care Standards relating to this subject area?

Immunisation Against Infectious Disease: The Green Book

Health and Care Standards:

Theme 1 – Staying Healthy

Theme 3 – Effective care

Theme 4 – Dignified care

Theme 5 – Timely care

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Impact Assessments

Equality Impact Assessment Summary					
	No impact	Adverse	Differential	Positive	Statement
					Please remember policy documents are published to both the intranet and internet .
Age	x				The version on the internet must be translated to Welsh.
Disability	x				
Gender reassignment	x				
Pregnancy and maternity				x	
Race	x				
Religion/ Belief	x				
Sex	x				
Sexual Orientation	x				
Marriage and civil partnership	x				
Welsh Language	x				
Human Rights	x				
Risk Assessment Summary					
Have you identified any risks arising from the implementation of this policy / procedure / written control document?					
Possible double vaccination if the pregnant woman attends the GP and is offered it there. Mitigation – consent form to be sent to GP within 5 days of immunisation as with flu immunisations process already in place.					
Have you identified any Information Governance issues arising from the implementation of this policy / procedure / written control document?					
None identified					
Have you identified any training and / or resource implications as a result of implementing this?					
Immunisation training for staff who have not yet received training.					

1 Introduction

Whooping cough (otherwise known as pertussis) causes long bursts of coughing and choking. Therefore, causing difficulty with breathing. The 'whoop' noise is caused by gasping for breath after each burst of coughing. Whooping cough commonly lasts for 2 to 3 months. Babies under the age of 1 are most at risk of whooping cough. It can lead to pneumonia or permanent brain damage. The best way to protect babies if for pregnant people to be vaccinated between 16 and 32 weeks. (GOV.uk, 2022)

Since October 2012 a programme of pertussis vaccination for pregnant women has been in place. It was introduced in response to increased levels of pertussis activity across the UK since 2011.

The purpose of the programme is to boost antibodies in vaccinated women, so that antibodies are passed from mother to baby thus protecting the baby from birth before the routine immunisations start at eight weeks of age (Welsh Health Circular, 2016.020).

This procedure applies to all midwives, maternity support workers and maternity administrators employed by Powys Teaching Health Board (PTHB) who are involved in the ordering, storage and administration of Diphtheria, Tetanus, pertussis (acellular component) vaccine (Tdap) or low dose diphtheria, tetanus, acellular pertussis and inactivated poliomyelitis vaccine (dTaP/IPV) to pregnant women.

The ADACEL[®] vaccine, manufactured by Sanofi, contains tetanus, diphtheria, and pertussis (acellular) antigens and was licensed for UK use in 2016. The SPC is available here: [Microsoft Word - 5309772903816431764_spc-doc.doc](#)

The JCVI recognises the importance of vaccinating pregnant women to protect their babies from pertussis and therefore advise that the Boostrix-IPV[®] (dTaP/IPV) vaccine can still be given if ADACEL[®] (Tdap) is not available or is clinically contraindicated (for example, those who have a latex allergy). Summary of Product Characteristics-[products.mhra.gov.uk](#).

2 Objective

To provide a standardised and consistent approach on the actions required to deliver a midwife-led service providing diphtheria, tetanus, pertussis (acellular component) (Tdap) or low dose diphtheria, tetanus, acellular pertussis and inactivated poliomyelitis vaccine (dTaP/IPV) to pregnant women.

3 Definitions

- **PTHB** – Powys Teaching Health Board
- **MSW** – Maternity Support Worker
- **PGD** – Patient group directive
- **WPAS** – Welsh Patient Administration System

4 Responsibilities

4.1 Head of Midwifery and Sexual Health Services

The Head of midwifery must:

- Ensure that robust procedures are in place in order that PTHB can discharge its organisational responsibilities in the provision of safe and effective vaccination and immunisation administration to the Powys population of pregnant women.
- Ensure the overall implementation of the procedure
- Ensure all staff read and understand this procedure
- Support allocation of resources to ensure compliance with this procedure

4.2 Midwives

All midwives have a responsibility to:-

- Work within this procedure
- Attend vaccination/immunisation PTHB recognised training
- Maintain level of competence to be able to administer pertussis immunisations by completing a self-assessment on an annual basis and escalating any concerns relating to competence to their line manager and the immunisation coordinator.
- Midwives will ensure the current PGD is signed prior to administering.
- Midwives can access Good Distribution Practice (GDP) by contacting the Medicines Management Team.
Info.medicinesmanagement.powys@wales.nhs.uk

4.3 Maternity Support worker (clinical and non-clinical)

- To work within this procedure to support midwives with booking women in for vaccines.
- To receive vaccines and complete the order log on receipt and put the vaccines in the fridge. (also see section 5)

- To support the midwives with notifying the GP when a vaccine has been administered.
- To assist with any requests for audit of uptake requested.

5 Procedure for ordering, receiving and storing vaccines

- Diphtheria, tetanus, pertussis (acellular component) Tdap) vaccine and Low dose diphtheria, tetanus, acellular pertussis and inactivated poliomyelitis vaccines (dTaP/IPV) are ordered through WOREQ2 ordering system.
- Adacel® (tetanus, diphtheria, pertussis vaccine (Tdap), a non inactivated polio (IPV)-containing vaccine, will replace Boostrix-IPV® (dTaP/IPV) for the pertussis vaccination in pregnancy programme
- If Adacel® is not available or is otherwise unsuitable (such as in individuals with a severe allergy to latex), Boostrix-IPV® may be offered
- Each midwifery team has an ordering log that is stored in the immunisation file within the office (Appendix A)
- Orders will be delivered in validated Helapet vaccine porters. Midwives and Maternity Support Workers (MSW) or nominated designated person (who has completed the relevant training) can receive vaccines. Staffing should be planned so that someone is allocated to be available to receive the vaccine delivery.
- Ensure the correct vaccines are received and immediately report any incorrect deliveries. **NB some vaccines have similar names, but do not contain pertussis, so care must be taken to ensure the correct vaccines are received.**
- On delivery of the vaccines, check the order, put the vaccines in the fridge and complete the order log (Appendix A). Where there is a discrepancy in the number or type of vaccines received or any damaged stock this must be discussed with the pharmacy from which the order was generated within one working day.
- Check the stock against the delivery note for accuracy (eg. Check that the vaccine type, brand, quantity, batch number and expiry match that of the delivery note)
- Check that the product received is in good condition eg. Intact, packs are not crushed.
- Rotate stock so that the oldest stock (shortest expiry) is at the front of the fridge to be used first. When checking the expiry date, in most cases the vaccine will expire on the last day of the month. I.e. 05/24 means the vaccine expires at 23:59 on the last day of May. There are some exceptions to this as vaccines such as the nasal influenza and COVID-19 vaccines expire on a specific date in the month.

- Ensure that excessive stockpiling of vaccines is avoided in case of fridge failure and to reduce potential waste.
- Ensure that different vaccines are separated in the fridge eg. On different shelves.
- Ensure that refrigerators are not over-filled, eg. Sufficient space must be maintained within the fridge to permit adequate air circulation.
- Ensure that fridges are cleaned and defrosted. MMP 430 Cleaning and Defrosting PTHB Medicines/Vaccines Refrigerators can be accessed here: [Policies, Procedures, Protocols, SOPs and Guidelines - Powys Teaching Health Board](#)
- The signed delivery note should be kept in a file in the birth centre.

6 Informing and inviting pregnant women and birthing people

- All pregnant women receiving care by Powys Midwives receive the Public Health Wales leaflet called 'How to protect you and your baby' which outlines the pertussis immunization programme.
- The named midwife will discuss the vaccine with their clients at booking and from 16 weeks' gestation and inform them that they can access the vaccine from the maternity services.
- This vaccine is indicated in each pregnancy and is to be offered to all pregnant women regardless of prior vaccination status.
- If there is a multiple pregnancy, only one dose of pertussis needs to be administered.
- If a pregnant woman has had whooping cough in the pregnancy prior to having the pertussis vaccination, the vaccine would still be offered and recommended as some people do not make sufficient levels of antibodies following natural infection. Therefore, the vaccine is recommended to ensure high levels of antibodies cross the placenta.

7 Consent Procedure

- Each woman will need a consent form completing (Appendix B).
- The administering midwife must ensure the woman has also read the pertussis information leaflet provided to all women at booking.
- If the woman remains eligible to receive the vaccine she will need to sign the consent form.

8 Administration of Vaccination Procedure

- The midwife must ensure the correct vaccine is administered in accordance with the PTHB Pertussis Vaccine Patient Group Direction. **NB some vaccines have similar names, but do not contain pertussis**

- A single dose of the vaccine should ideally be administered at a routine appointment between 16 weeks and 32 weeks of pregnancy to maximise the likelihood that the baby will be protected from birth.
- Women can still be immunised after 32 weeks, but it may not offer as high a level of protection for the baby. Vaccination late in pregnancy or in the postnatal period may, however, directly protect the mother against disease and thereby reduce the risk of exposure to her infant.
- Midwives seeing women at home or in a GP surgery must take the vaccines in a validated Helapet vaccine porter with the correct quality and size of cool packs for the Vaccine Porter in use. Please read Appendix C for use with regard to the cold chain for each size carrier. See also MMP 432 – Use and Management of Helapet Vaccine Carrier Systems FINAL.docx
- Data loggers must be used with validated Helapet vaccine porters when transferring vaccine into the community. Instructions on the use of data loggers can be accessed here: Data Loggers (Appendix E)
- Cool packs can be taken from the refrigerator provided they have been cooled for 24 hours prior to use. Cool packs must be cleaned and returned to the fridge after use and the date and time of permitted next use must be indicated eg. 24hours – access paperwork here (Appendix F)
- The vaccine can be given at the same time as the influenza vaccine during flu season.
- Midwife to be alert to and prepared for anaphylaxis and follow the management of anaphylaxis procedure (PTHB/CDP007).
- Midwife to complete the relevant information on the consent form following vaccination.
- Midwife to complete immunisation sticker on front of the woman's All Wales handheld records and within the record.
- After administration of the vaccine the woman will be asked to wait in the waiting area for 10 minutes if it is administered at the end of the appointment.
- The woman will be provided with the information leaflet for the specific vaccine given.
- On completion of administration of the diphtheria, tetanus, pertussis acellular component (Tdap) or low dose diphtheria, tetanus, acellular pertussis and inactivated poliomyelitis vaccine (dTdap/IPV) page 3 of the consent form must be sent to the GP within 5 working days.
- It is the administering midwife's responsibility to ensure the GP is notified and the date this is sent is recorded on the consent form.
- Should the vaccine be administered by the DAU team, the consent form must be sent to the named midwife to inform them of the administration of the vaccine. The DAU team will notify the GP.
- The original consent form will be filed in the woman's tracer.

9 Safeguarding

If any safeguarding concerns or significant risk factors are identified for an unborn baby or a vulnerable adult, practitioners must follow Wales Safeguarding Procedures (2019) and SGP036 Safeguarding Policy [Policies & Written Control Documents - SGP 036 Safeguarding Policy.pdf \(sharepoint.com\)](#). Advice and support concerning any safeguarding issue can be sought from PTHB Safeguarding Team via the Safeguarding Hub on 01686 252806 or email PowysTHB.Safeguarding@wales.nhs.uk (Monday-Friday 09:00-17:00, excluding Bank Holidays). Outside of office hours, Local Authority can be contacted on 0345 0544 847 or contact Silver on Call.

All registered practitioners should access appropriate safeguarding supervision and training as per guidance. [Safeguarding Supervision \(sharepoint.com\)](#).

10 Monitoring Compliance, Audit & Review

10.1 Reporting via Welsh Patient Administration System (WPAS):

Recording of data via WPAS will support accurate records for women and enable access to data electronically for statistics, which also has the potential to be reported to Welsh Government and Public Health Wales if required.

All women will need to have recorded on WPAS whether they have:-

- Received the triple (Tdap) diphtheria, tetanus acellular pertussis (ADACEL®) OR quadruple vaccine, low dose diphtheria, tetanus, acellular pertussis and inactivated poliomyelitis vaccine (dTaP/IPV) through Powys maternity services.
- Received the triple (Tdap) diphtheria, tetanus acellular pertussis (ADACEL®) OR quadruple vaccine, low dose diphtheria, tetanus, acellular pertussis and inactivated poliomyelitis vaccine (dTaP/IPV) elsewhere (GP, Pharmacy, Occupational Health or another DGH).
- Declined to receive the vaccine.

If the woman receives the vaccine through Powys maternity services the administering midwife is to enter on to WPAS maternity view that the woman has received the vaccine.

	<p>Maternity view > current pregnancy > antenatal > complications > antenatal medication > date > select 'pertussis vaccination' from the medication list.</p> <p>If the woman declines the vaccine or receives it elsewhere, the named midwife will record this information on WPAS for women on their caseload.</p> <p>In ALL cases where the woman has received triple (Tdap) diphtheria, tetanus acellular pertussis (ADACEL®) or the low dose diphtheria, tetanus, acellular pertussis and inactivated poliomyelitis vaccine (dTaP/IPV) the date must be recorded as the date that the woman actually received it and not the date the information is added to WPAS.</p>
10.2	Evaluation/Audit Framework Completeness of data will be reviewed by the midwifery management team through data collated from the information team. A report will be generated at least 6-monthly to inform on local uptake and declined rates. PTHB Maternity services will continue to provide data for the annual Public Health Wales Point of Delivery Survey.
10.3	Governance Any adverse outcomes or incidents must be reported via datix. These will be reviewed initially by the Women & Children's Risk and Governance Lead and if required allocated for further review. Medicines management should be contacted if there are incorrect vaccines delivered or clinical incidents involving vaccines. Healthcare professionals and individuals/carers are encouraged to report suspected adverse reactions to the Medicines and Healthcare products Regulatory Agency (MHRA) using the Yellow Card reporting scheme at http://yellowcard.mhra.gov.uk or search for MHRA Yellow Card in the Google Play or Apple App Store. Any adverse reaction to a vaccine must be documented in the individual's record and the individual's GP should be informed

11 Review and Change Control

This document will be reviewed every three years or earlier should audit results or changes to legislation / practice within PTHB indicate otherwise.

12 References / Bibliography

Gov.Uk. (2022). Whooping Cough Vaccination in Pregnancy Guide.

Immunisation Against Infectious Disease: The Green Book [Chapter 15](#) and [Chapter 26](#). Updated 19 April 2013. [Chapter 30](#). Updated 26 November 2018. [Chapter 24](#). Updated 07 April 2016
<https://www.gov.uk/government/collections/immunisation-against-infectious-disease-the-green-book>

MMP 430 Cleaning defrosting Medicines Vaccine Refrigerators FINAL. doc

MMP 432 – Use and Management of Helapet Vaccine Carrier Systems FINAL.docx

PTHB/CDP 007 Management of Anaphylaxis Procedure.

PTHB/ICP 001 All Wales Standard Infection Control Precautions.

PTHB/MMP 010 – Guidelines for staff on the safe and secure storage of refrigerated medicines and vaccines and associated Standard Operating Procedure.

PTHB/OHP 001 Needlestick & Body Fluids Contamination Injuries Policy

PTHB/MAT069 COVID-19 Maternity Service Operational Policy

Public Health Wales. 'Immunisation and Vaccines'. Available at: www.wales.nhs.uk..

Welsh Health Circular 2016.020 Pertussis (Whooping cough) vaccination for pregnant women – Earlier Timing for Vaccine

The ADACEL® vaccine, manufactured by Sanofi, contains tetanus, diphtheria, and pertussis (acellular) antigens and was licenced for UK use in 2016. The SPC is available here: [Microsoft Word - 5309772903816431764_spc-doc.doc](#)

[The JCVI recognises the importance of vaccinating pregnant women to protect their babies from pertussis and therefore advise that the Boostrix-IPV® \(dTaP/IPV\) vaccine can still be given if ADACEL® \(Tdap\) is not](#)

[available or is clinically contraindicated \(for example, those who have a latex allergy\)](#). Summary of Product Characteristics- products.mhra.gov.uk.



Appendix/Atodiad B Consent form

Tetanus, diphtheria, and pertussis (acellular) vaccine (ADACEL)[®] Tdap
Brechlyn difftheria, tetanws a phertwsis (anghellog) (ADACEL) [®] Tdap
Low dose diphtheria, tetanus, acellular pertussis and inactivated poliomyelitis vaccine - Boostrix[®]

Brechlyn dos isel difftheria, tetanws a phertwsis anghellog a poliomyelitis anweithredol (dTaP/IPV)

Consent Form / Ffurflen Gydsyniad

PATIENT ID STICKER STICER RHIF ADNABOD Y CLAF	Midwifery Team / Tîm Bydwragedd	
	Named Midwife / Bydwraig Enwebedig	
	Woman's contact number / Rhif ffôn cyswllt y Ferch	
	Woman's EDD / Dyddiad Esgor Tebygol y Ferch	

1) Have you received a pertussis containing vaccination in this pregnancy? / Ydych chi wedi derbyn brechlyn sy'n cynnwys pertwsis yn ystod y beichiogrwydd yma?	Yes / Ydw	<input type="checkbox"/> (exclude/ eithrio)	No / Nac ydw	<input type="checkbox"/>
2) Are you unwell today, e.g. do you have a temperature or infection etc? / A ydych yn sâl heddiw, e.e. a oes gennych dymheredd neu haint ac ati?	Yes / Ydw	<input type="checkbox"/> (exclude temporary / eithrio dros dro)	No / Nac ydw	<input type="checkbox"/>
3) Have you had a confirmed anaphylactic reaction to a previous dose of pertussis-containing vaccine? / A gawsoch chi gadarnhad o adwaith anaffylactig i ddos o frechlyn yn cynnwys pertwsis yn y gorffennol?	Yes / Do	<input type="checkbox"/> (exclude / eithrio)	No / Naddo	<input type="checkbox"/>
4) Have you had a confirmed anaphylactic reaction to any component of the vaccine, including neomycin or polymyxin? / A gawsoch chi gadarnhad o adwaith anaffylactig i unrhyw gydran o'r brechlyn, gan gynnwys neomycin neu polymyxin?	Yes / Do	<input type="checkbox"/> (exclude / eithrio)	No / Naddo	<input type="checkbox"/>
5) Have you had a confirmed reaction to latex and/or have known latex allergy? Ydych chi wedi cael adwaith wedi'i gadarnhau i latecs a / neu wedi gwybod alergedd latecs?	Yes / Ydw	<input type="checkbox"/> (exclude / eithrio)	No / Nac ydw	<input type="checkbox"/>
If yes to question 5 – Offer Boostrix[®] Os yr ateb i gwestiwn 5 yw 'ydw' – Cynnig Boostrix [®]				
Do any of the other PGD exclusions apply? / A oes unrhyw eithriadau PGD eraill yn berthnasol?	Yes / Oes	<input type="checkbox"/> (exclude / eithrio)	No / Nac oes	<input type="checkbox"/>

Declarations/ Datganiadau

Patient declaration: I have provided the midwife with information that is correct to the best of my knowledge. I have been fully informed of the importance of receiving the pertussis vaccination and the potential side effects of this vaccine. My signature below acknowledges my consent for the administration of the vaccine and for the details to be passed to my GP and for the maternity department to maintain this information on my record. I confirm I have read the 'Pertussis for Pregnant Women' information sheet. /

Datganiad y claf: Rwyf wedi darparu gwybodaeth i'r fydwraig sy'n gywir hyd eithaf fy ngwybodaeth. Rwyf wedi derbyn yr holl wybodaeth am bwysigrwydd y brechiad fflw a sgil effeithiau posibl y brechiad hwn. Mae fy llofnod isod yn cydnabod fy mod yn rhoi caniatâd i weinyddu'r brechiad ac i drosglwyddo'r manylion i'm Meddyg Teulu a'r adran famolaeth i gynnal y wybodaeth hon ar fy nghofnodion. Rwy'n cadarnhau fy mod wedi darllen y daflen wybodaeth 'Pertwsis Fflw i Wragedd Beichiog'.

Patient Signature / Llofnod y Claf	
Patient Name / Enw'r Claf	
Date / Dyddiad	

For Maternity Services Use Only / At Ddefnydd y Gwasanaethau Mamolaeth yn Unig:

Is the patient eligible for pertussis vaccine? / A yw'r claf yn gymwys am frechlyn pertwsis?	Yes / Ydy <input type="checkbox"/>
	No / Nac ydy <input type="checkbox"/>
Does the patient wish to receive pertussis vaccine? / A yw'r claf yn dymuno derbyn y brechlyn pertwsis?	Yes / Ydy <input type="checkbox"/>
	No / Nac ydy <input type="checkbox"/>

Midwife Declaration: The action specified was based on the information given to me by the patient, which to the best of my knowledge, is correct. / **Datganiad y Fydwraig:** Mae'r weithred a ddynodir yn seiliedig ar y wybodaeth a gyflwynwyd i mi gan y claf, ac mae hyd eithaf fy ngwybodaeth, yn gywir.

Vaccination Date / Dyddiad y Brechiad		Time of vaccination / Amser y Brechiad	
Name of Midwife Administering Vaccine / Enw'r Fydwraig sy'n Gweinyddu'r Brechiad			
Name of Vaccine / Enw'r Brechiad		Batch Number / Rhif Cyfres	Expiry/ Dyddiad Dod i Ben
Site of Injection / Safle'r Brechiad	Sticker / Sticer:		

Tear off information to send to Patient's GP

Information for Patients' GP / Gwybodaeth i Feddyg Teulu'r Claf:

The following patient was administered the vaccine through maternity services. The vaccine was administered in line with the Powys Teaching Health Board's current patient group direction. To ensure that your records and the national data collection arrangements are complete, you are requested to record this using Read code 65560 – Pertussis vaccination in pregnancy given by another Healthcare Provider

/ Gweinyddwyd y brechiad trwy'r gwasanaethau mamolaeth i'r claf canlynol. Gweinyddwyd y brechiad yn unol â chyfarwyddyd grŵp presennol Bwrdd Iechyd Addysgu Powys i gleifion. I sicrhau bod eich cofnodion a threfniadau casglu data cenedlaethol yn gyflawn, gofynnir i chi gofnodi hyn trwy ddefnyddio **Cod Darllen 65560** – Brechiad Pertwsis yn ystod beichiogrwydd, wedi'i weinyddu gan Ddarparwr Gofal Iechyd arall.

Vaccination Date / Dyddiad y Brechiad			
Patient ID sticker STICER RHIF ADNABOD Y CLAF			
Name of Vaccine / Enw'r Brechlyn		Expiry / Dyddiad Dod i Ben	
Site of Injection / Safle'r Brechiad			

Appendix C Helapet Pictures

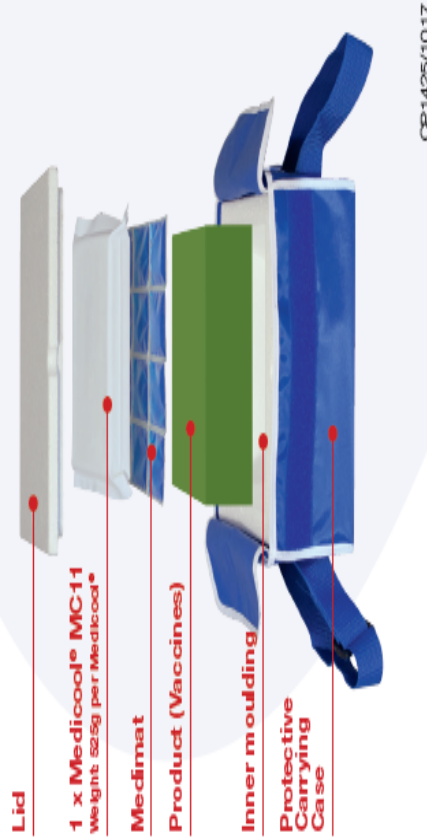
Vaccine MiniPorter™

! Prior to use:
Before inserting the Medicoool® cool pack into the Vaccine MiniPorter™ system, please follow these instructions:

- Freeze 1 x Medicoool® 11 for a minimum of 24 hours at -18°C*.
- Refrigerate Medimat for a minimum of 24 hours at +5°C.
- Remove Medicoool® from freezer at least 20 minutes prior to use.

Instructions for Use - Please Turn Over

*Due to the potential variation in fridge performance, frequency of opening and other fridge contents, it is recommended that Medicoool® pre-conditioning is validated by the user.



Instructions for Use

System assembly and product packing

Pack and seal the MiniPorter™ system swiftly, as follows:

1. Place product to be transported in base of MiniPorter™.
2. Place refrigerated Medimat directly on top of product.
3. Place Medicoool® 11 on top of Medimat.
4. Close the lid and ensure it is sealed by closing the outer carrying case immediately.
5. Only open the MiniPorter™ if necessary and remember to re-seal as soon as possible.

Although the MiniPorter™ has been validated so that the product can be added and removed from the sealed system during use, do not open unnecessarily and remember to re-seal the system quickly.

To re-use the system:

In case you decide to re-use the system, please follow these steps below prior to conditioning the Medicoool® cool pack:

- A weight check and visual squeeze check will need to be carried out to ensure there is no loss of liquid. If the Medicoool® is $\pm 20g$ different to the weight shown on the Medicoool® (overleaf) or shows any signs of leaking, then it is recommended that it is disposed of.
- We recommend that any chipped or broken polystyrene inners are replaced before use as this can affect the thermal performance of the MiniPorter™.

Further information is available from:



Helapet Limited, Lister House, Blackburn Road, Houghton Regis, Bedfordshire. LU5 5BQ
Telephone 0800 0328 428 Fax +44 (0) 1582 501981

E-mail: sales@helapet.co.uk | Web: helapet.co.uk

VaccinePorter®

User Guide

Keeping medicines effective

VaccinePorter® Carriers are validated to transport vaccines and other heat sensitive products in safety, maintaining thermal performance and integrity throughout its journey



Prior to use:

- VaccinePorter® — Pre-condition Medicool® packs at +5°C for a minimum of 24 hours
- Vaccine MiniPorter™ — Freeze Medicool® packs at -18°C for a minimum of 24 hours. Remove 20 mins before use

System assembly and packing

1. Open bag and inner chamber lid
2. Place pre-conditioned Medicool® packs on the base of the system
3. Place the product to be transported in the centre of the VaccinePorter®
4. Place Medicool® on each side of the system in accordance with instructions for use, surrounding the product load
5. Place Medicool® on top of the product
6. Place the lid correctly and seal protective outer bag immediately



VaccinePorter® carriers are validated so that product can be added and removed during use. However please do not open unnecessarily and remember to re-seal the system immediately.

To re-use the system:

- Conduct a weight check and visual squeeze to ensure there is no loss of liquid. If the Medicool® is $\pm 20g$ different to the weight shown then we recommend immediate disposal and replacement
- Chipped or broken inner chambers need to be replaced before use as this can affect the thermal performance



Replacement Medicool® packs and inner chambers are available to purchase separately from Helapet.

Further information is available from:

Helapet

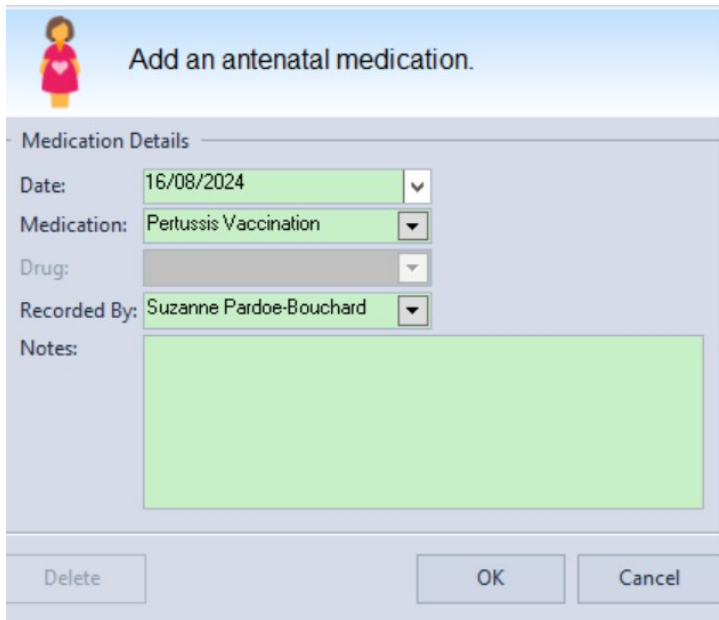
A Clinimed® Group Company

Helapet Limited, Lister House, Blackburn Road, Houghton Regis, Bedfordshire. LU5 5BQ
Telephone 0800 0328 428 Fax +44 (0) 1582 501981
E-mail: sales@helapet.co.uk | Web: helapet.co.uk



Appendix D WPAS Instructions

Really important to note the date of the vaccination, not the date you are entering the information



Add an antenatal medication.

Medication Details

Date: 16/08/2024

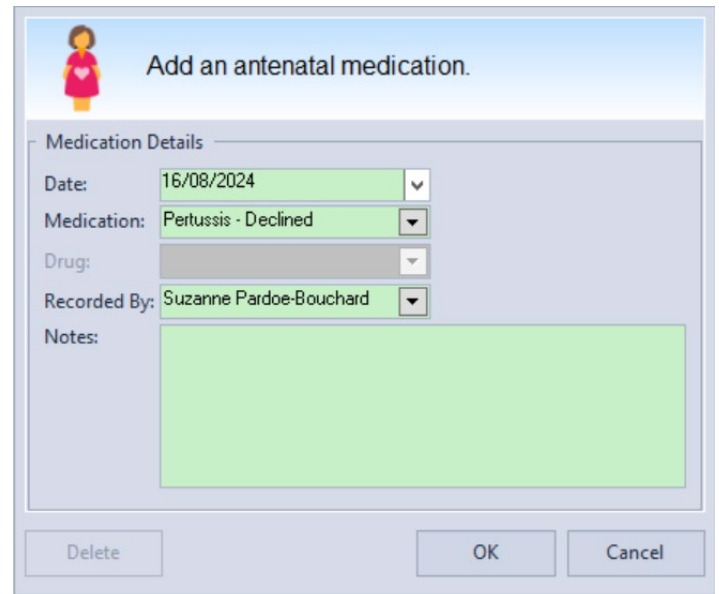
Medication: Pertussis Vaccination

Drug:

Recorded By: Suzanne Pardoe-Bouchard

Notes:

Delete OK Cancel



Add an antenatal medication.

Medication Details

Date: 16/08/2024

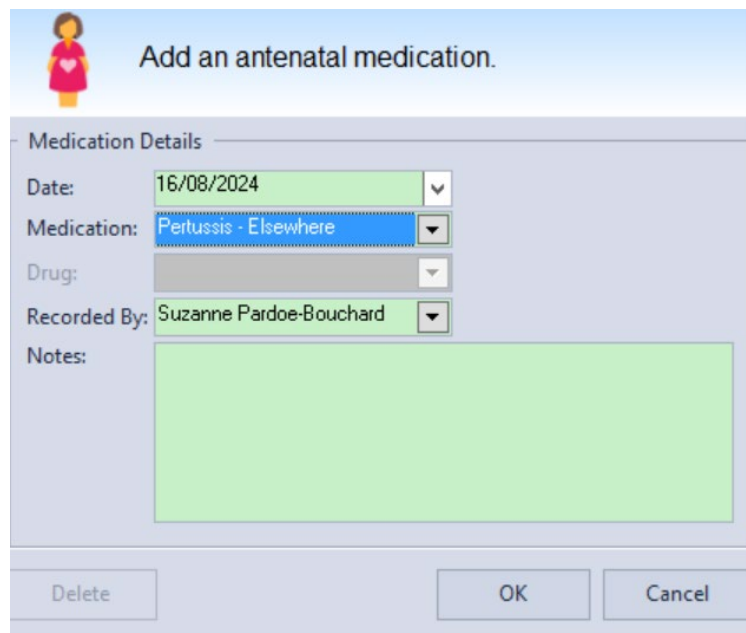
Medication: Pertussis - Declined

Drug:

Recorded By: Suzanne Pardoe-Bouchard

Notes:

Delete OK Cancel



Add an antenatal medication.

Medication Details

Date: 16/08/2024

Medication: Pertussis - Elsewhere

Drug:

Recorded By: Suzanne Pardoe-Bouchard

Notes:

Delete OK Cancel

Appendix E Log tag analyser instructions

Log Tag Analyzer instructions For downloading content at the end of Outreach clinic

1. You should have a folder in One Drive – NHS Wales > Documents> My Log Tag data.
(If not, create a folder and name it with that title.)
2. Open Log tag Analyzer app on Desktop.
3. Put the Log tag into the USB port (where mouse usually goes) once icons across the top of the screen on Log Tag Analyzer have turned grey.
4. Once the information is all downloaded > File > Save As.
5. Give it a name - Location of visit and date e.g. Mach Hospital 1.1.24.
6. Under the name you have given it, there is a box which says 'save as type'. At the far right of that box is an arrow. Scroll down to PDF, click on it > Open > Save.
Check it is in your My Log Tag data folder.
7. Put the Medicines Management Shared document in your favourites > Data loggers > Newtown VC Data Logger downloads > Upload > Files > click on your file you have just named (e.g. Mach Hospital 1.1.24) > Open.

[Medicines Management - Management of Refrigerated Medicines _ Vaccines - All Documents \(sharepoint.com\)](#)

8. It should be there in the folder. Click on it to check it opens, then close it.
9. Configure the Data logger by > LogTag > Configure.
Check 'Push button start' is selected.
Check 'Record a reading every 5 mins intervals' is selected.
Check 'record readings continuously, overwrite oldest when memory full' is selected. Press the 'Configure' button on the window to reset the data.
10. Once data logger has been configured, close the window and the app.
11. Remove LogTag from USB port and ensure that cover is placed back on.

N.B. When the Log Tag is next going to be used do not forget to Press Start, hold for 3 seconds, 'Rec' (i.e. Recording) will appear on the screen.

