

Supplies You May Need at a Community Adult Immunization Clinic

Vaccines*

- Hepatitis A
- Hepatitis B
- Hep A-Hep B (Twinrix)
- Human papillomavirus (HPV)
- Influenza, trivalent injectable (TIV) (*in season*)
- Measles, mumps, rubella (MMR)
- Meningococcal
- Pneumococcal polysaccharide (PPSV)
- Tetanus-diphtheria, adult (Td)
- Tetanus, diphtheria, and pertussis (Tdap)
- Influenza, live attenuated intranasal (LAIV) (*in season*)

Frozen

- Varicella
- Zoster (shingles)

Note: do not place diluent in container with dry ice.

For instructions on how to pack and transport vaccines, go to www.immunize.org/catg.d/p3049.pdf

Vaccine Supplies*

- 2 “Sharps” disposal containers
- 1 box of 3 cc syringes
- 22–25g needles
 - 5/8"; 1"; 1½"; 2"
- 1 box of medical gloves
- Alcohol wipes
- Spot bandaids
- Rectangular bandaids
- 1" gauze pads or cotton balls
- Thermometer and probe covers
- Certified calibrated thermometer for vaccine cooler
- Paper towels
- Bleach solution in spray bottle

Vaccine Information Statements (VISs)*

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|---|--|
| <input type="checkbox"/> Hepatitis A | <input type="checkbox"/> MMR |
| <input type="checkbox"/> Hepatitis B | <input type="checkbox"/> PPSV |
| <input type="checkbox"/> HPV (Cervarix or Gardasil) | <input type="checkbox"/> Td/Tdap |
| <input type="checkbox"/> Influenza (TIV) | <input type="checkbox"/> Varicella |
| <input type="checkbox"/> Influenza (LAIV) | <input type="checkbox"/> Zoster (shingles) |
| <input type="checkbox"/> Meningococcal | |

Emergency Supplies*

- Standing orders for medical emergencies[†]
- Aqueous epinephrine USP (1:1000), in ampules, vials of solution, or prefilled syringes (including Epi-Pens)
- Diphenhydramine (e.g., Benadryl) injectable (50 mg/mL solution) and oral (12.5 mg/5 mL suspension) and 25 mg or 50 mg capsules or tablets
- 1 and 3 cc syringes with 1", 1½", and 2" needles for epinephrine or diphenhydramine
- Alcohol wipes
- Tourniquet
- Adult airways (small, medium, and large)
- Adult size pocket mask with one-way valve
- Oxygen (if available)
- Stethoscope
- Sphygmomanometer (adult and extra-large cuffs)
- Tongue depressors
- Flashlight with extra batteries (*for examination of mouth and throat*)
- Wrist watch with ability to count seconds
- Cell phone or access to an onsite phone

Immunization Clinic Documentation

- Immunization clinic standing orders and protocols[†]
- Vaccination administration records[†] (*i.e., medical records*)
- Billing forms
- Screening Questionnaire for Adult Immunization*[†]
- Summary of Recommendations for Adult Immunization*[†]
- Adult Immunization Record Cards* for patients[‡]
- Release of Information forms
- Notification of Vaccination Letter*[†] (to send to primary clinic)
- Vaccine Adverse Events Reporting (VAERS) forms
- List of clinics, phone #s, and other referral sources
- Supplies You May Need at a Community Adult Immunization Clinic*[†] (this form)
- Schedules including dates and times of future clinics

Miscellaneous Office Supplies

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| <input type="checkbox"/> Calendar | <input type="checkbox"/> Stapler/staples |
| <input type="checkbox"/> Pens, black and red | <input type="checkbox"/> Rubber bands |
| <input type="checkbox"/> Files | <input type="checkbox"/> Tape |
| <input type="checkbox"/> Scissors | <input type="checkbox"/> Paper clips |
| <input type="checkbox"/> Pad of paper | |

*Always check the expiration dates of all vaccines, medications, and medical supplies before using! In addition, be sure to check that you have the most current versions of the VISs. To obtain VISs, visit www.immunize.org/vis.

[†]These materials are available at www.immunize.org/printmaterials.

[‡]These items are available for purchase at www.immunize.org/shop.