



<b>Skills Continued:</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
2. Maintains aseptic technique throughout				
3. Selects the correct needle size. 1"-1 1/2" for IM (DTaP, Td,Hib, HepA, HepB, Pneumo Conj., Flu); 5/8" for SC (MMR, Var); IPV and Pneumo Poly depends on rout to be used				
4. Shakes vaccine vial and/or reconstitutes and mixes using the diluent supplied. Inverts vial and draws up correct dose of vaccine. Rechecks vial label.				
5. Labels each filled syringe or uses labeled tray to keep them identified.				
6. Demonstrates knowledge of proper vaccine handling, e.g. protects MMR from light, logs refrigerator temperature.				
<b>D. Administering Immunizations</b>				
1. Rechecks the physician's order or instructions against prepared syringes.				
2. Washes hands and if office policy puts on gloves.				
3. Demonstrates knowledge of the appropriate route for each vaccine. (IM for DTaP, Td, Hib, HepB, Pneumo Conji, Flu; SC for MMR, Var; Either SC or IM for IPV and Pneumo Poly).				
4. Positions patient and/or restrains child the with parent's help; locates anatomic landmarks specific for IM or SC				
5. Preps the site with an alcohol wipe using a circular motion from the center to a 2" to 3" circle. Allows alcohol to dry.				
6. Controls the limb with a non dominant hand; holds the needle an inch from the skin and inserts it quickly at the appropriate angle (45 for SC and 90 for IM).				
7. Injects vaccine using steady pressure; withdraws needle at angle insertion.				
8. Applies gentle pressure to injection site for several seconds with a dry cotton ball.				
9. Properly disposes of needle and syringe in sharps container. Properly disposes of live vaccine vial.				
10. Encourages comfort measures before, during, and after the procedure.				
<b>E. Records Procedures</b>				
1. Fully documents each immunization in patient's chart; date, lot number, manufacturer, site, VIS date, name/initials.				
2. If applicable, demonstrates ability to use IZ registry or computer to call up patient record, assess what is due today, and update computer immunization history.				
3. Asks for and updates patient's record of immunizations and remind them to bring it to each visit.				

<b>Skills Continued:</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
<b>Age Specific Practice Criteria:</b>				
Newborn/ Neonate (Birth - 30 days)				
Infant (30 days – 1 yr)				
Toddler (1 – 3 yrs)				
Preschooler (3 – 5 yrs)				
School Age Children (5 – 12 yrs)				
Adolescents (12- 18 yrs)				
Young Adults (18 – 39 yrs)				
Middle Adults (39 – 64 yrs)				
Older Adults (64 + yrs)				
<b>Experience with Age Groups:</b>				
Able to Adapt Care to Incorporate Normal Growth and Development				

I hereby certify all statements and claims as true and that any misrepresentation of the facts on this checklist is sufficient cause for dismissal at any time without prior notice even if I have been already employed.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Full Name (Print)