

**GOVERNMENT OF ANDHRA PRADESH
HEALTH MEDICAL & FAMILY WELFARE DEPARTMENT**

Order No.96 /COVID-19/2020-21

Date: 21.03.2021

COVID INSTANT ORDER -96

Sub: Conduct of covid vaccination drive at Grama sachivalayam/ward sachivalayam – certain instruction-reg

The government of India has issued instructions to vaccinate all the persons 60 years above and persons with co-morbidities within age group 45-59 years and accordingly covid vaccination is being done at all Government health facilities and Dr YSR Arogyasri net work hospitals in the state from 1st March 2021. However, the vaccination to target groups is not as per the expected level.

Accordingly, it is directed to conduct vaccination on all working days within jurisdiction of all Grama sachivalayams/ward sachivalayams(GSWs) in the state as a satellite CVCs of the concerned PHCs. For smooth conduct of the Covid vaccination at (GSWs) the following tasks are to be done for preparatory activities.

Task 1: PHC level planning- The senior most medical officer of every PHC (including urban PHC) shall appoint one Nodal officers (Supervisory cadre –MPHS, MPHEO,CHO, PHN etc) for each sachivalayams. . A day wise schedule covering all Sachivalayams shall be prepared for first dose and second dose with a gap of 28 clear days between both. District abstract of such schedule may be prepared and shared with office of CHFV.

Task 2 : Village level planning –

Two days prior to vaccination day: The nodal officer shall compile details of the 60+ population and persons with co morbidities identified in the NCD/CD survey and 5th round of fever survey done earlier (data is already communicated to DMHOs by state IT cell of HFW Dep)t. This data shall be reconciled in the field by house-to-house verification by ASHA and ANM. While doing this, any persons left over must be included to arrive at the total persons to be vaccinated in the concerned GS/WS.

One day before the actual vaccination: conduct IEC on Covid vaccination in the village, conduct a meeting involving public representatives, village/ward leaders, teachers SHGs, ASHAs, ANMs and NGOs. Communicate the details of the beneficiaries in the village/ward to be vaccinated and date of vaccination. House to house visits be made by village /ward volunteers along with ASHA and ANM and inform each beneficiary in the list prepared to attend for vaccination drive.

On this day vaccination session site management activities also have to be taken up

Like Identification of a suitable place to conduct vaccination by ensuring power supply, wireless internet connectivity, sufficient chairs, Ambulance , bed, AEFI kit and establishment of 4 counters

counter1: issue of Medical certificate to persons with co morbidities if not available.,
counter 2: Registration to all 60+, 45-59 persons with comorbidities for covid vaccination in the Co-Win portal

Counter 3: Actual vaccination by the trained vaccinator to all the registered beneficiaries, Front line workers/health care workers who have not been vaccinated for the first dose. And those who are due for second dose.

Counter4: waiting area for half an hour post vaccination, recording Blood pressure and other vitals , AEFI management if any

If the number of beneficiaries is more, these counters can be established in multiples as per requirement.

The Medical officer should be available throughout the vaccination and stay for two hours in the same location after closing the vaccination and shall leave the village after a confirmation that there are no AEFI cases in the village/ward.

Task 3: actual vaccination on the day planned for vaccination:

Sufficient manpower shall be deployed to man all the counters by the nodal officer. All sachivalayam staff shall be deployed for same.MO shall ensure that the entire vaccination happens in orderly manner. Sufficient vials of vaccine shall be made available and cold chain shall be maintained as per norms.

The MO shall Open the 20/10 doses vial only after required number of beneficiaries are available. If any less are available, he/she shall mobilise the people and then only open the vial so as to ensure Zero wastage of vaccine.

Communicate to all the beneficiaries about the date of second dose. After completion of the vaccination, CVC of that Sachivalayam should be de-activated on the following day and proceed to next vaccination site at another Sachivalayam.

Reporting

The PHC Medical officer should submit the Annexure-A: day wise planning of vaccination in all Sachivalayams in the PHC area(Population, date of vaccination, , Annexure-B: Site planning, availability of counters, internet, chairs, names of the vaccinators with phone numbers, Medical officer phone number, ambulance details.

Annexure C: actual vaccination details (Number of persons vaccinated- category wise,(60+, 45-59 co morbidities, HCW, FLW), doses used, wastage, vials drawn and vials returned .PHC MO should upload the vaccination details into Co-win and vaccine drawn and return details into e-vin portals on daily basis after session is concluded and no delay in up dation should happen on both co-win and e-vin portals.

Monitoring

Joint Collector(development) shall submit the Annexure D: consolidated details of Annexure B of sachivalayams/PHCs on daily basis and Annexure E : consolidated details of Annexure C of all PHCs on a daily basis

The District Collectors are requested to issue instructions to Tahsildars to supervise the entire activity in each sachivalayam as chairperson of the Mandal task force and collectors shall also depute Mandal special officers and RDOs to oversee the above

