



THE SOCIETY  
FOR POST-ACUTE AND  
LONG-TERM  
CARE MEDICINE



*Empowering Pharmacists.  
Transforming Aging.*

## CHECKLIST FOR PREPARATION FOR BOOSTER IMMUNIZATION IN PALTC

### 1. COORDINATE AND PLAN WITH YOUR LTC PHARMACY

- ☐ LTC pharmacy to coordinate clinic (Covid boosters and/or influenza vaccine)
- ☐ Ensure LTC pharmacy is willing to carry all vaccines. CDC has been clear pharmacies will have access to all three brands (Pfizer, Moderna, JNJ). The storage requirements have become easier to manage for pharmacies.
- ☐ LTC pharmacy to supply vials or pre-filled syringes for LTC staff to administer
- ☐ Confirm reporting data needed to fulfill pharmacy reporting responsibility
- ☐ Coordinating any necessary contracts for administration, billing and payment

### 2. EDUCATE STAFF, RESIDENTS & FAMILIES ABOUT THE BOOSTER SHOT

- ☐ Why is it needed, what does the science say?
- ☐ Side effects
- ☐ Consent documented prior to vaccination or vaccination clinic
- ☐ Timing for the booster in your facility
- ☐ Same vaccine as you had before (coordinate when that vaccine booster will be available)
- ☐ Provide opportunity to ask and answer questions

### 3. PLAN FOR FACILITY

- ☐ Determine if influenza vaccination will be coordinated with boosters for residents and/or staff/nurses.
- ☐ Coordinate staff/nursing schedules so they can receive boosters and/or flu vaccine during on-site clinics
- ☐ Determine eligibility for the booster (recent covid infection and/or monoclonal antibody treatment?)
- ☐ Work with the pharmacy to identify and share resident and staff history with the vaccine for timing and vaccine brand.
- ☐ Develop resident plan (are you going room to room to administer or do residents come to a communal area to get the vaccine?)
- ☐ Monitor after immunization (15 minutes, 30 minutes for patients at higher risk for adverse reaction)
- ☐ Have emergency kit available (kit includes: epi pen, albuterol treatment and Diphenhydramine HCl, and the ability to monitor and check vital signs)
- ☐ Document in chart
- ☐ Reporting coordination with pharmacy