

Publicly Funded Provincial Immunization Program Standards

Public Health

Date Approved: August 2013; Updated: July 2024

Applicable to: All Immunization Providers in Manitoba

Purpose:

To provide provincial standards to immunization providers in order to participate in Manitoba's Publicly Funded Provincial Immunization Program.

Background:

The Province sets strategic policy direction and establishes clinical standards for the safe and effective delivery of immunizations to Manitobans. It gathers best practice evidence from research and public health experts, including those from other provinces, territories and countries, to inform Manitoba's Publicly Funded Provincial Immunization Program.

Manitoba Health (MH) develops communicable disease management protocols to guide the prevention, management and control of communicable diseases within the province. Detailed information related to laboratory testing, treatment and public health investigation that reflects best practice at the time of release is included in the protocols.

The Regional Health Authorities (RHAs) are responsible for ensuring compliance with prescribed clinical standards and the administration of health services, including immunization services, within their respective regions based on the provincial clinical guidelines and MH program policies.

Definitions:

- **Adverse Event Following Immunization (AEFI):** is any untoward medical occurrence in a vaccinee that follows immunization. It may be any unfavourable and/or unintended sign, abnormal laboratory finding, symptom or disease. The vaccine or its administration may not necessarily have been the cause.
- **Client (or Patient):** an individual receiving an immunization.
- **Eligibility Criteria:** requirements that must be met for a Manitoba resident registered with MH, or visitor staying in Manitoba for an extended time, to receive a publicly funded vaccine. These requirements are set by MH: [Eligibility Criteria for Publicly Funded Vaccines](#)
- **Epidemiology:** study of the occurrence, transmission and control of disease.
- **Immunization Provider:** a health care professional who is registered or licensed to provide health care under an Act of the Legislature and who is authorized under that Act to administer vaccines to a client or patient under Manitoba's Publicly Funded Provincial Immunization Program.
- **Manitoba's Immunization Registry:** the provincial electronic public health record that has the capacity to maintain immunization records for Manitobans registered with the Insured Benefits Branch of MH.
- **Provincial Vaccine Warehouse:** the central location where all the publicly funded vaccines are stored, and from where they are distributed to authorized immunization providers throughout Manitoba.
- **Publicly Funded Vaccines:** vaccines that are available free-of-charge to Manitoba residents

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who are registered with MH and meet MH's eligibility criteria.

- **Regional Health Authority (RHA):** a Health Authority established or continued under The Health System Governance and Accountability Act.

Guiding Principles:

- All immunization providers should implement and abide by the *National Guidelines for Immunization Practices*, detailed in the [Canadian Immunization Guide: Part 1 - Key Immunization Information](#).
- All immunization providers should acquaint themselves with [Manitoba's Immunization Program Manual for Health Care Providers](#) that includes information and resources about Manitoba's immunization program
- Immunization providers must be compliant with The Personal Health Information Act (PHIA) at all times: [PHIA](#).
- As per PHIA, an immunization provider is authorized to request and obtain a client's immunization history for the purpose of delivering healthcare, which may include determining which vaccines should be recommended, and under what conditions.
- Vaccines must be administered by an actively registered/licensed health care professional who is authorized to administer vaccines under the applicable profession-specific regulation and when immunization is part of their employment duties. Wherever vaccines are being provided, (e.g., in a clinic or home setting) all measures should be in place to ensure the safety of both the client and the immunization provider (e.g., anaphylaxis management) and that the requirements of the following are met:
 - the Publicly Funded Provincial Immunization Program Standards;
 - all statutory requirements, including The Public Health Act, The Regulated Health Professions Act and their regulations;
 - policies of the immunizer's employer; and

- policies of the immunizer's health professional regulatory body.
- Immunization providers are expected to maintain professional boundaries with all patients. As such, the practice of administering vaccines to family members or friends, including outside of work hours, is discouraged, unless no other alternative options are available. Immunizer's must refer to their employers' policies and health professional regulatory body's Standards of Practice, Code of Ethics and Guidelines regarding acceptable professional boundaries.
- Note: Health care professionals that are providing supervision to students within their profession must also ensure that the students who are authorized to administer vaccines follow the above standards.

A. Schedule and Eligibility Criteria

- Immunization providers are expected to vaccinate their clients according to Manitoba Health [Eligibility Criteria for Publicly Funded Vaccines](#) and the appropriate Recommended Immunization Schedule:
 - [Recommended Immunization Schedule for Infants and Pre-school Children](#)
 - [Recommended School Immunization Schedule](#)
 - [Routine Immunization Schedules for Adults](#)
 - [Immunization Schedules for Individuals NOT Previously Immunized](#)
- In some cases, providers will need to consult with the Canadian Immunization Guide and/or the [National Advisory Committee on Immunization](#) for additional guidance
- *Eligibility Criteria for Publicly Funded Vaccines* are subject to change at any time based on provincial epidemiology, scientific evidence, funding availability and national recommendations.

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- It is the responsibility of the immunization provider to determine which vaccines should be recommended to the client by consulting the appropriate resources, experts and client's medical history, as required.
 - All immunization providers (excluding pharmacists*) are authorized to administer any and all publicly-funded vaccines, in accordance with the MH Eligibility Criteria for Publicly-Funded Vaccines, the *Recommended Immunization Schedule for Infants, Children and Adults*, and the *Immunization Schedules for Those Not Previously Immunized*.
 - *Please see section specific to pharmacists and the administration of publicly-funded vaccines.
 - Clients seeking publicly funded vaccines do not require a prescription for the immunizations. The immunization provider should have the publicly funded vaccines on site or send the client to a site that has the vaccines available.
 - Clients registered with MH being immunized as part of Manitoba's Immunization Program per the immunization schedules, *Eligibility Criteria*, and using publicly funded vaccines are not to be charged for the vaccine or its administration.
 - Those who live, work and/or study in Manitoba for an extended period and are not registered with MH can obtain a publicly funded vaccine if the provider determines there to be a public health need.
 - Public health need refers to any outbreaks, pandemics, seasonal influenza or communicable disease exposures that may leave the client at increased risk while they are in Manitoba.
 - The vaccine is to be provided free-of-charge using provincial supply but administration fees may still apply.
 - Whenever possible the clients should obtain their immunizations prior to arriving in Manitoba.
 - Clients who pay out of pocket for a vaccine that should have been publicly-funded cannot be reimbursed by MH.
- Additional Information for Pharmacists regarding publicly funded vaccines:***
- Pharmacists certified in an “advanced method” can administer specific publicly funded vaccines without a prescription in accordance with the [Pharmaceutical Regulation, M.R. 185/2013](#).
 - Schedule 2 of [Pharmaceutical Regulation, M.R. 185/2013](#) notes the following publicly funded vaccines can be administered by pharmacists:
 - human papillomavirus (HPV) vaccine
 - influenza vaccine
 - pneumococcal polysaccharide (Pneu-P-23) vaccine
 - severe acute respiratory syndrome coronavirus 2 (COVID-19) vaccine
 - tetanus-diphtheria-acellular pertussis (Tdap) vaccine
 - tetanus-diphtheria (Td) vaccine.
 - MH policy determines the age that pharmacists can administer publicly funded vaccines , currently the ages are as follows:
 - Two (2) years of age and older: Influenza and coronavirus 2 (COVID-19) vaccines
 - Seven (7) years of age and older: Tdap, Pneu-P-23, HPV and Td vaccines
 - If a prescription is presented to a pharmacist for a publicly funded vaccine that is not under Schedule 2 the pharmacist cannot administer.
 - If the pharmacist is not able to administer the publicly funded vaccine because it is not listed on Schedule 2, the pharmacist should contact the physician and provide advice to the client

on how or where they can obtain the immunization.

B. Administration of Vaccines and Biologics

- Before administering a vaccine or biologic to a client, the immunization provider must obtain consent from the client or, from the person authorized to consent on the client's behalf, as per *The Public Health Act* of Manitoba and Manitoba's [Informed Consent Guidelines](#).
- An immunization provider must administer all vaccines, regardless of the route of administration (e.g. intradermal, intramuscular, oral or intranasal) in a setting in which it can be administered safely and reasonable safeguards are in place to protect the confidentiality of the patient.
- It is the responsibility of the immunization provider to obtain any and all necessary supplies to vaccinate (e.g. syringes, needles, alcohol swabs, etc.), as prescribed by their health profession regulator/RHA/site/program (as applicable).
- Procedures and guidelines about the administration of vaccines are as per the respective professional licensing body/RHA/site/program/manufacturer (as applicable).
- Clients must be advised to stay in the facility for 15 minutes after being administered any vaccine in the event of a severe allergic reaction. The immunization provider must be trained and able to provide safe, effective and immediate healthcare to a client experiencing an adverse event (e.g. anaphylaxis, vasovagal syncope).

C. Anaphylaxis Management

- All immunization providers are responsible for supplying emergency response equipment and the anaphylaxis kits required to manage adverse events following immunization (AEFI). The equipment and kits must be kept on site, maintained and replaced as needed. Immunization providers should refer to their respective RHA or professional licensing body for more information.

- Information on the management of vaccine-related anaphylaxis can be found in the Canadian Immunization Guide: [Anaphylaxis and other Acute Reactions following Vaccination](#)

D. Adverse Events Following Immunization (AEFI)

- As per *The Public Health Act*, all health care professionals are required to report an AEFI within 7 days of becoming aware of the reportable event. A "reportable event" is defined by regulation made under *The Public Health Act*.
- Severe events (e.g. anaphylaxis) should be reported within 24 hours.
- Manitoba Health [AEFI](#) information, documents and resources are available for further guidance.

E. Documentation and Reporting

- Immunization providers are required to record information about the immunization event in the client's health record immediately following the administration of a vaccine, including:
 - The date of administration;
 - The name of the immunization provider who administered the vaccine or biologic; and,
 - The name of the vaccine or biologic, its lot number, dosage, route of administration and the anatomical location on the client where the vaccine or biologic was administered.
- Immunization providers are required to report all immunizations provided for a client to be entered into the MH immunization registry as soon as possible. This registry is part of the Public Health Information Management System (PHIMS). This can be completed in one of three ways:
 - Electronically uploaded from the Drug Program Information Network (DPIN)

unless direction provided by MH that some vaccines are to be entered directly into PHIMS.

- Electronically uploaded from the Claims Processing System (Physician Billing) when publicly funded immunizations are administered by fee-for-service physicians and other health care providers, that shadow bill (e.g. regional nurse practitioners).
- Direct entry into the Public Health Information Management System (PHIMS): health care providers that have access to PHIMS can enter vaccines they have administered directly into Manitoba's Immunization Registry (assuming their permissions allow for data entry).
- If you do not have access to PHIMS, are unable to enter information directly into PHIMS (i.e. Private Flu Clinic), or need to submit doses administered to persons without a PHIN, you can report those doses by completing and submitting the appropriate fillable form available at: manitoba.ca/health/publichealth/cdc/div/docs/ifhcp.pdf . All doses administered and reported will be recorded into Manitoba's Public Health Information Management System (PHIMS).

F. Inventory Management of Vaccines and Biologics

- All immunization providers must implement and follow MH storage, handling and inventory management requirements for vaccines and biologics as outlined in [Manitoba Cold Chain Protocol](#).
- All expired publicly-funded vaccines and biologics must be promptly returned to the Provincial Vaccine Warehouse for proper disposal and potential cost recovery.

G. Communication

- It is recommended that all immunization providers implement and follow [Manitoba](#)

[Communication Guidelines and Resources for Immunization](#)

H. Competency

- Immunization providers are responsible for ensuring competency to provide immunizations as required by their health professional regulatory body and as outlined in the [Immunization Competencies for Health Professionals](#).

References and Resources:

Manitoba Health Routine Immunization Schedules:

manitoba.ca/health/publichealth/cdc/div/schedules.html

Manitoba Health Immunization Schedules for Individuals NOT Previously Immunized:

manitoba.ca/health/publichealth/cdc/div/not.html

Manitoba Health Cold Chain Protocol:

manitoba.ca/health/publichealth/cdc/coldchain/protocol.html

Manitoba Health Communicable Disease Management Protocols:

manitoba.ca/health/publichealth/cdc/protocol/index.html

Manitoba Health Eligibility Criteria for Publicly-Funded Vaccines Policy:

manitoba.ca/health/publichealth/cdc/vaccineeligibility.html

Manitoba Health Informed Consent Guidelines for Immunization:

manitoba.ca/health/publichealth/cdc/protocol/consentguidelines.pdf

Manitoba Health Public Health Information Management System (PHIMS):

manitoba.ca/health/publichealth/surveillance/phims.html

Canadian Immunization Guide: Anaphylaxis and Other Acute Reactions following Vaccination:

[Anaphylaxis and other Acute Reactions following](#)

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[Vaccination: Canadian Immunization Guide - Canada.ca](#)

The Health System Governance and Accountability Act:
manitoba.ca/laws/statutes/2021/pdf/c01521.pdf

The Public Health Act:
manitoba.ca/laws/statutes/ccsm/_pdf.php?cap=p210

The Pharmaceutical Regulation:
mantioba.ca/laws/regs/current/_pdf-regs.php?reg=185/2013

Other Sources:

Winnipeg Regional Health Authority (WRHA)
Regional Immunization Manual:
professionals.wrha.mb.ca/immunization/

British Columbia Communicable Disease Control
Immunization Manual:
bccdc.ca/health-professionals/clinical-resources/communicable-disease-control-manual/immunization

College of Pharmacists of Manitoba:
cphm.ca/

College of Registered Nurses of Manitoba
www.crnmb.ca

College Of Physicians And Surgeons Of Manitoba
www.crnmb.ca