

Advice on Staff Immunisations

CQC will expect to see evidence of immunisations records for all staff in the practice including non-clinical staff. Link to the myth buster on immunisations is below, this outlines what you need to do with regard to immunisations for staff.

[GP mythbuster 37: Immunisation of healthcare staff | Care Quality Commission \(cqc.org.uk\)](https://www.cqc.org.uk/resources/gp_mythbuster_37)

There should be a record in individual staff files of their immunisation status. It would also be useful to have a log of all staff immunisations to include the type of immunisation (or titre level), date it was last checked and when any future checks are due. This would enable you to easily monitor when staff need to have future checks done.

For non-clinical staff the green book doesn't specifically say anything about staff that don't have any contact with patients. If there is any possibility that they may be asked to cover for colleagues who do have patient contact i.e on reception to cover sickness or leave, then it is advisable that you follow the guidance and check their immunisation status.

Cleaners and handymen who will come into contact with hazardous waste should have their immunisation status checked and have immunisation for hepatitis in line with the green book guidance.

If staff would never have any contact with patients and are not going to have their immunisation status checked, then you should do a risk assessment to document that their immunisation status has not been checked and why, something like the wording below.

Hazard	Who might be harmed and how	Control Measures already in place	What further action do you need to take to control the risks?	Who needs to carry out the action?	Date action due	Done
Staff transmitting infectious diseases to patients. Staff coming into contact with infectious waste.	Patients – diseases transmitted by staff. Staff – coming into contact with contaminated waste and/or needlestick injuries. Having open cuts/grazes on skin.	Immunisation in line with 'Green Book' guidance for all staff who have contact with patients or may come into contact with infectious waste – this includes: receptionists, cleaners - (add any other groups as required) The following non-clinical staff have no contact with patients or hazardous waste – i.e secretaries – add any other staff groups and have				

therefore not had their status checked.

Plasters/dressings available for staff to cover any cuts/grazes to skin.