



COVID-19 (nCorona) Virus Outbreak Control and Prevention State Cell
Health & Family Welfare Department
Government of Kerala

**ADVISORY ON ORGANIZATION OF MASS COVID-19 VACCINATION CAMP
FACILITY FOR FRONT LINE WORKERS AND PRIORITIZED AGE GROUPS IN URBAN
AREAS**

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Introduction:

COVID-19 mass vaccinations are showing signs of preventing illness and steep decline in cases and hospital admissions in countries which have implemented them. The COVID-19 vaccination in India is successfully being implemented with a high rate of coverage among the health care workers. The same is expected among the front-line workers also. The healthcare workers and frontline workers settings are institutional settings and are operationally more feasible to conduct vaccination sessions. The challenge ahead is the vaccination of priority age groups in the community, the numbers of which are very high. The rate of vaccination among these groups need to be high in order to reach a high proportion of vaccination coverage. Hospitals or small or medium size spaces or institutions may not be sufficient for this purpose. Hence it is essential that large offices and establishments that have reasonable facilities or that can be modified or converted to mass vaccination camps are identified and utilised without compromising on quality and safety. This advisory is being issued with regard to setting up of camps for mass vaccination by the District Health Authorities in coordination with the Local Self-Government, Revenue and other line departments.

Types of institutions that can be converted or modified as COVID-19 mass vaccination camps according to priority:

1. Large auditoriums, community halls, marriage halls, training centres, etc
2. Indoor stadiums or outdoor stadiums with rooms or office spaces or with built up temporary fabrication facility
3. Segregated sections or blocks of schools and colleges without students

Operations Management Guidelines:

1. **The COVID-19 Vaccines Operational Guidelines issued by the Ministry of Health and Family Welfare, Govt. of India, 28th December 2020 and all subsequent Guidelines issued by Ministry of Health and Family Welfare, Govt of India** , is to be followed at the sites and all vaccination lanes. The roles and responsibilities of each individual/officer as described in the operational guidelines are to be followed in the mass vaccination camps.
2. All the protocols of registration of beneficiaries, vaccination, data management and follow-up should be done as per the guidelines mentioned above.
3. The District Medical Officer (DMO) and District Program Manager (DPM) along with the Superintendent/ Medical officer of the area of the vaccination camp area shall have the administrative control of the vaccination camp site. The District RCH officer shall be responsible for the vaccination program related administration as per the Government of India Guidelines.
4. **Multi sectoral co-ordination** should be sought to identify facilities that can be converted to mass vaccination camps. The local self-government, district health authorities, police department, revenue, education, sports and other departments along with NGOs and clubs, private sector, business establishments and the community should be involved in the mass vaccination camps.
5. Mass vaccination camps are to be set up in **urban areas (corporations and municipalities only)** in each district and according to the number of beneficiaries so as to cover the beneficiary population within **3 months**

- (before 1st June 2021).** The camps should be geographically spread out with access for the marginalised population in the urban areas.
6. The district and urban task force for COVID-19 vaccination shall physically inspect the proposed places for vaccination camp and approve the sites.
 7. The number of days, duration of vaccination shall be according to the guidelines and advice of the district and urban task force.
 8. Vaccinations sites are to be selected according to **availability of space, accessibility to the public, adequacy of ventilation, water and power supply, parking space and overall operational feasibility.**
 9. Adequate furniture, materials and equipment should be arranged to meet the service requirements as per the vaccination sites requirements.
 10. Adequate **cold chain facility** should be provided for each lane in the camp with adequate power backup.
 11. The **human resources for the vaccination team** at the vaccination camp shall be made available from the **pool of the human resources of respective government health institutions in the concerned urban areas.**
 12. **Clinical volunteers** (Doctors and nurses) may be recruited in partnership with the private sector hospitals and training centres. Adequate training should be imparted by the district health administration. The clinical volunteers should be screened by a medical Doctor for the qualifications and fitness of mind and body, after which they may be recruited and placement provided.
 13. **Non-clinical Volunteers** for operational management may be recruited for the smooth functioning of the camps. The recruited volunteers should be screened by a medical doctor for the fitness of mind and body. The role of each non-clinical staff/volunteer for the setting should be predefined and appropriate trainings imparted and placement provided.

14. **District level supervisory teams** shall monitor the arrangements and facilities, supervise the volunteers as well as the vaccination teams.
15. The vaccination sessions should be planned with **adequate break and rest period** for the clinical and non-clinical staff.
16. The required number of doses should be estimated as per the beneficiary list for the day and should be brought to the vaccination camp site daily. **The vaccines and consumables should not be stored at the camp site after the sessions are over.**
17. The **lay out of the vaccination camp** should be according to the facilities and space available. The number of lanes is to be decided based on the available space and feasibility. The schematic presentation of the Vaccination Centre is done after due consideration of COVID appropriate behaviour and prevention principles.
18. **Adequate staffing per vaccination lane** should be in place according to the guidelines as per the guidelines issued by the Ministry of Health and Family Welfare, Govt. of India.
19. All measures should be taken so as to **ensure delivery of quality services.**
20. A **dedicated Hospital with ICU facility** nearest to the vaccination camp should be identified for the purpose of AEFI management.
21. **Ambulance facility** for transportation of AEFI patients should be made available on operational and standby mode.
22. **Hand washing / hand sanitisation facility** should be available at the camp site
23. **Facility for biomedical waste management**
24. **Queue management equipment and Lane marking tapes.**
25. **Temporary screening between lanes and between sections** within the lane so as to ensure privacy
26. **Frequent sanitization** of the facility should be done during and after the services.
27. **Adequate waiting facility** should be provided according to expected foot fall.

28. **Drinking water facilities** should be provided at the campsite. Ensure that disposable paper cups are being used.
29. **Adequate toilet facilities** for both men and women should be provided and sanitation maintained.
30. **Adequate parking facilities** should be available for the beneficiaries
31. **Awareness of the facility to the community should be provided.**
32. **IEC materials** at the sites should be placed in prominent places.
33. **24 x 7 security should be available at the camp.**
34. **All the staff and volunteers should wear mask always, practice hand hygiene and maintain social distancing at all times.**
35. The beneficiaries, staff, volunteers should undergo **symptom screening.**


Principal Secretary

Schematic diagram of an auditorium converted to a mass vaccination camp with multiple vaccination lanes.

