# Example standing order

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| **Issued: 00/00/0000 Review date: 00/00/0000** | | | | |
| **Medicine Standing Order Title** | | Administration of vaccines from the National Immunisation Schedule by undergraduate student nurses on placement, under the supervision of an Authorised Vaccinator. | | |
| **Rationale** | | Any vaccines administered by any person other than an Authorised Vaccinator must be administered under a Standing Order or prescription (Section 44A Medicines Regulations 1984).  Student nurses on clinical placement need experiences that will prepare them for the registered nurse role. This includes administration of vaccines in primary health care (administration means all activities related to the immunisation event i.e. assessment, informed consent, communication, providing education and administering the vaccine dose). | | |
| **Organisation/clinic** | | Insert Name of DHB / PHU / PHO / Practice / Clinic | | |
| **Scope (the condition and patient group)** | | Administration of vaccines from the National Immunisation Schedule for the prevention of vaccine preventable diseases in children aged between birth and under 18 years.  Administration of vaccines from the immunisation schedule for the prevention of vaccine preventable diseases in adults aged 18 years and over. | | |
| **Medicine/s** | | Vaccines as per the current on-line version of the National Immunisation Schedule | | |
| **Dosage instructions for each medicine** | | Dose as per the current on-line version of the National Immunisation Schedule | | |
| **Route of administration** | | Route as per the current on-line version of the National Immunisation Schedule | | |
| **Indication/circumstances for activating the standing order** | | * An undergraduate student nurse on placement is working under the supervision of an Authorised Vaccinator. * The vaccine is scheduled. * Informed consent is achieved. * The authorised vaccinator accepts responsibility for supervising the student nurse to administer the vaccine. | | |
| **Precautions and exclusions that apply to this standing order** | | **Anaphylaxis to a previous dose or any component of the vaccines is an absolute contra indication to further vaccination with that vaccine.**  See sections 2 and 4 of the on-line Immunisation Handbook for pre vaccination checklists and precautions. | | |
| **Persons authorised to administer the standing order** | | Undergraduate student nurses on placement in the service/practice and working under the supervision of an authorised vaccinator. | | |
| **Competency/training requirements for the person(s) authorised to administer** | | * Safe administration of oral and injectable vaccines * Basic emergency techniques including resuscitation and treatment of anaphylaxis * Code of Health and Disability Consumer Rights and informed consent process; relevant legislation (Medicines Act; Standing Orders Regulations). | | |
| **Countersigning and audit** | | The standing order does not require counter signing. The Standing Order must be included in the monthly audit of 20% of Standing Order treatments in the practice. | | |
| **Definition of terms used in standing order** | | **National Immunisation Schedule** –The schedule issued by the Ministry of Health which stipulates the timing, medicine name, dosage and route for administration of vaccines.  **Registered nurse** – a health practitioner deemed to be registered with the Nursing Council of New Zealand as a practitioner in the profession of nursing.  **Authorised vaccinator** – a registered nurse authorised to administer vaccines under section 44A of the Medicines Regulations (1984).  **Undergraduate Student nurse** – a student enrolled in an approved Bachelor of Nursing programme and on placement for clinical experience as part of that programme. | | |
| **Additional information** | | * The Authorised Vaccinator supervising the undergraduate student nurse must satisfy themselves that the student is adequately prepared to undertake the administration of the vaccine. * The Authorised Vaccinator is responsible for the supervision and oversight of the student nurse administering a vaccine under this standing order. * The Authorised Vaccinator is responsible for all documentation related to the vaccination event. * This standing order does not apply to any registered nurse working under the supervision of an Authorised Vaccinator. * Any adverse event that occurs in the course of administration of this Standing Order must be reported within 48 hours and investigated as a critical incident. | | |
| **Signed by issuer:** | | | | |
| Name: |  | | Date: |  |
| Title: | Medical practitioner | | | |

Notes: This standing order is not valid after the review date. The review date is one year after the date that the order was signed by the issuer.

The organisational standing order policy and procedure must be signed by management, the issuer and every person operating under standing orders, and attached to the standing order.