



Public Health  
England

Protecting and improving the nation's health

# **COVID-19 vaccination publications**

## **A guide for use**

First phase December 2020

## About Public Health England

Public Health England exists to protect and improve the nation's health and wellbeing, and reduce health inequalities. We do this through world-leading science, knowledge and intelligence, advocacy, partnerships and the delivery of specialist public health services. We are an executive agency of the Department of Health, and are a distinct delivery organisation with operational autonomy to advise and support government, local authorities and the NHS in a professionally independent manner.

Public Health England  
Wellington House  
133-155 Waterloo Road  
London SE1 8UG  
Tel: 020 7654 8000  
[www.gov.uk/phe](http://www.gov.uk/phe)  
Twitter: [@PHE\\_uk](https://twitter.com/PHE_uk)  
Facebook: [www.facebook.com/PublicHealthEngland](https://www.facebook.com/PublicHealthEngland)

© Crown copyright 2020

You may re-use this information (excluding logos) free of charge in any format or medium, under the terms of the Open Government Licence v3.0. To view this licence, visit [OGL](https://www.ogcl.gov.uk) or email [psi@nationalarchives.gsi.gov.uk](mailto:psi@nationalarchives.gsi.gov.uk). Where we have identified any third party copyright information you will need to obtain permission from the copyright holders concerned.

Published December 2020

PHE publications  
gateway number: 2020

PHE supports the UN  
Sustainable Development Goals



# Contents

About Public Health England	2
Publications information	4
Translations and alternative formats	12
Printing and downloading resources	12
Ordering clinical publications and resources	13
Priority risk groups	13
Social care workers	15
Useful links	16

## Publications information

The COVID-19 vaccination programme is supported by a range of key clinical publications and they should be used to give to patients, care home residents, eligible frontline health care and social care workers to enable informed consent.

Information about any other COVID-19 vaccines which are given regulatory approval will be added when this occurs.

The information in this document was correct at time of publication. As COVID is an evolving disease, much is still being learned about both the disease and the vaccines which have been developed to prevent it. For this reason, **some information may change**. Updates may be made to these publications as new information becomes available. Please make sure you are using the latest version to ensure you are accessing the latest information.

Version number	Details	Date
1.0	Document created	6 December 2020

COVID-19 vaccination programme publications – a guide for use

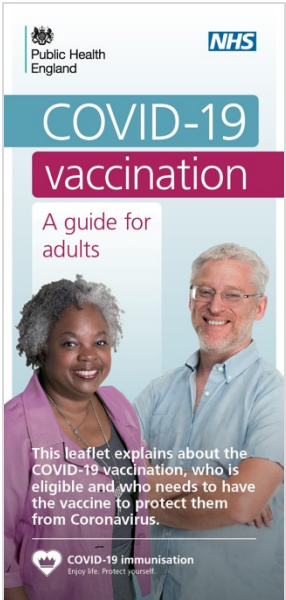

Product code	Name of publication	Digital only Or Paper copies available	Who it is for	When it should be given	Where to use
COV2020351	<p>COVID-19 vaccination – a guide for adults</p> 	<p>Digital print ready and web ready files and paper copies available to order</p> <p>NB Trusts and PCNs will be directly supplied with pack A to support vaccine supply delivery</p>	<p>All older adults in first priority groups (care home residents and over 75s, later to over 65s and those at risk). This leaflet will be updated once the programme has reached the first five priority groups.</p>	<p>In advance of the appointment, so that the adult can read and consider ahead of the vaccination appointment. It should also accompany any call and recall letters to these older adults.</p>	All settings
COV2020311	<p>COVID-19 record card</p> 	<p><b><u>This card is supplied with each dose of vaccine :1:1</u></b></p> <p>Digital (to download) and paper copies available to order (only if needed) 1 pack =50 cards</p>	Everyone	at the first appointment	In all settings

Table of publications


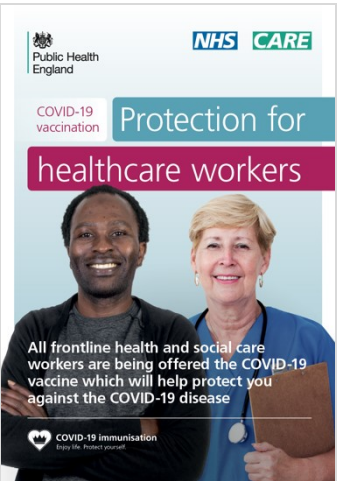
Product code	Name of publication	Digital only Or Paper copies available	Who it is for	When it should be given	Where to use
COV2020350	<p>I have had my COVID-19 vaccination sticker</p> 	<p>Printed stickers available to order 1 sheet = 55 stickers NB Trusts and PCNs directly supplied with pack A to support vaccine supply delivery</p>	Everyone	At the first and second appointment	In all settings
COV2020316	<p>COVID-19 Health care worker leaflet</p> 	<p>Digital and printed copies available</p> <p>NB Trusts and PCNs directly supplied with pack A to support vaccine supply delivery</p>	<p>All health care worker eligible for the COVID-19 vaccination*</p> <p>In advance of the appointment, so that the HCW can read and consider ahead of the vaccination appointment.</p>	<p>In advance of the appointment, so that the adult can read and consider ahead of the vaccination appointment. It should also be accompanied by <u>the pregnancy leaflet</u></p>	<p>All healthcare worker settings and it should be included in any invitation letters</p>

Table of publications

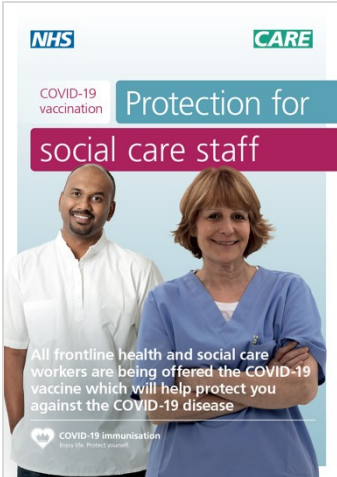
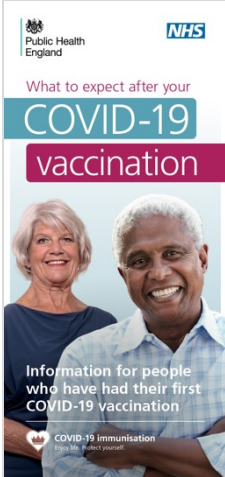
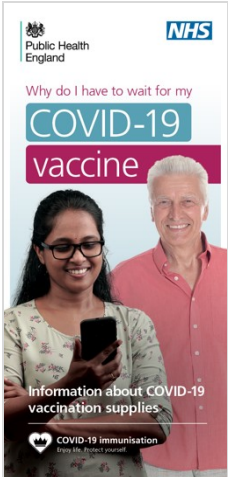

<p>COV2020341</p>	<p>COVID-19 Social care worker leaflet</p>  <p>The leaflet features the NHS and CARE logos at the top. Below them, it says 'COVID-19 vaccination' and 'Protection for social care staff'. The central image shows a male and a female social care worker in white and blue scrubs respectively. At the bottom, it states: 'All frontline health and social care workers are being offered the COVID-19 vaccine which will help protect you against the COVID-19 disease'. The NHS COVID-19 immunisation logo is at the very bottom.</p>	<p>Digital and printed copies available</p>	<p>In advance of the appointment, so that the SCW can read and consider ahead of the vaccination appointment. It should also be accompanied by the pregnancy leaflet</p>	<p>In advance of the appointment, so that the adult can read and consider ahead of the vaccination appointment. It should also be accompanied by the pregnancy leaflet</p>	<p>All social care settings and it should be included in any invitation letters</p>
<p>COV2020307</p>	<p>What to expect after your COVID-19 vaccination? Leaflet</p>  <p>The leaflet features the NHS Public Health England logo at the top. Below it, it says 'What to expect after your COVID-19 vaccination'. The central image shows an older woman and man smiling. At the bottom, it states: 'Information for people who have had their first COVID-19 vaccination'. The NHS COVID-19 immunisation logo is at the very bottom.</p>	<p>Digital and paper copies available</p> <p>NB Trusts and PCNs directly supplied with pack A to support vaccine supply delivery</p>	<p>Everyone who has a COVID-19 vaccination</p>	<p>At both appointments</p>	<p>At point of vaccination in all settings with record card</p>

Table of publications

<p>COV2020308</p>	<p>Why do I have to wait for a COVID-19 vaccination flyer</p> 	<p>Digital and paper copies available</p> <p>NB Trusts and PCNs directly supplied with pack A to support vaccine supply delivery</p>	<p>For patients asking about when they may be due vaccination</p>	<p>At any time</p>	<p>All healthcare settings Pharmacies, GPs, social care settings</p>
<p>COV2020374</p>	<p>A guide to the COVID-19 vaccination – for women of childbearing age, those currently pregnant, planning a pregnancy or breastfeeding</p> 	<p>Digital and paper copies available</p> <p>NB Trusts and PCNs directly supplied with pack A to support vaccine supply delivery</p>	<p>for all women of child-bearing age, those currently pregnant, planning a pregnancy or breastfeeding</p>	<p>It should be given with the adult, healthcare worker and social care worker leaflets in advance of the vaccination appointment</p>	<p>All healthcare worker settings and it should be included in any invitation letters except those over 65</p>



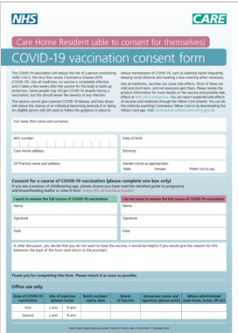
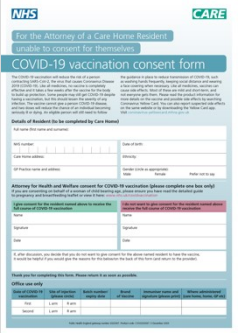
<p><b>CONSENT FORMS AND COVERING LETTERS</b></p> <p>The suite of consent forms below may be used by providers that wish to obtain written consent from vaccinees. Accompanying cover letter templates are also available via the health publications website and these can be adapted for local use</p>					
<p>COV2020365</p>	<p>COVID-19 consent form – care home resident (able to consent)</p> 	<p>Available to download And paper copies available to order</p>	<p>care home resident</p>	<p>In advance of the appointment, so that the adult can read and consider ahead of the vaccination appointment.</p>	<p>Care home settings</p>
<p>COV2020367</p>	<p>COVID-19 consent form – attorney of care home resident</p> 	<p>Available to download And paper copies available to order</p>	<p>care home resident and adult with power of attorney</p>	<p>In advance of the appointment, so that the adult with power of attorney and the resident can read and consider ahead of the vaccination appointment.</p>	<p>Care home settings</p>

Table of publications

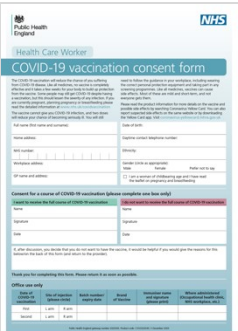

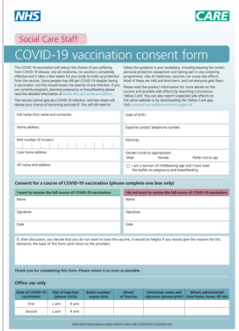
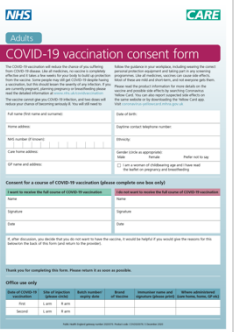
<p>COV2020345</p>	<p>COVID-19 consent form – healthcare worker</p> 	<p>Available to download And paper copies available to order</p>	<p>All healthcare workers</p>	<p>At point of vaccination</p>	<p>Health care worker and occupational health settings</p>
<p>COV2020368</p>	<p>COVID-19 consent form – relative of care home resident</p> 	<p>Available to download And paper copies available to order</p>	<p>Care home resident and relative of care home resident</p>	<p>In advance of the appointment, so that the adult relative can read and consider ahead of the vaccination appointment</p>	<p>Care home settings and should be provided with an invitation letter and older adult leaflet</p>

Table of publications

<p>COV2020370</p>	<p>COVID 19 consent form – social care worker</p> 	<p>Available to download And paper copies available to order</p>	<p>All social care workers</p>	<p>At point of vaccination</p>	<p>Social care, pharmacy, and vaccination settings</p>
<p>COV2020376</p>	<p>COVID-19 consent form – adults (able to consent)</p> 	<p>Available to download And paper copies available to order</p>	<p>Adults</p>	<p>In advance of the appointment, so that the adult relative can read and consider ahead of the vaccination appointment</p>	<p>All adult vaccination settings.</p>

\*See priority groups summary on page 12

## Translations and alternative formats

The process of translating leaflets has now commenced and we will be producing the alternative formats that will include the following languages - Arabic, Albanian, Chinese, Bengali, Farsi, Kurdish, Hindi, Polish, Nepalese, Romanian, Turkish, Tagalog, Spanish, Somali and Urdu.

We will then go on to provide short audio versions for people with low literacy in English and their native language.

We are also going to provide a Braille, BSL video, Large print, simple text for very low literacy, and Easy read versions to order and download.

Accessibility is at the forefront of our provision. We will publish these as soon as possible. This is because the final master versions had to wait for final authorisation and approval of the vaccine by the MHRA.

### Video

We are planning administration, Easy Read for people with a learning disability and their carers and explainer videos and hope to make those available as soon as possible.

For training advice and guidance please see the training resources section here:

<https://www.gov.uk/government/collections/covid-19-vaccination-programme>

## Printing and downloading resources

Leaflets, posters, flyers, consent forms and invitation letters can all be downloaded and printed locally.

Letter templates are available as ODT and Word formats.

Print ready files with crop and bleed marks for commercial printing are also available on the [Health Publication websites](#) at the product codes next to the product names in the table.

## Ordering clinical publications and resources

Record cards are supplied with the vaccine at a ratio of 1 dose of vaccine to 1 record card.

Please only order supporting resources if you have not received or do not already have a scheduled delivery of leaflets and resources from Public Health England. This will help ensure continuity of supplies.

### Register at the Health Publications website to place an order if required

You will need to create an account on the Health Publications website:

<https://www.healthpublications.gov.uk/RegisterIdentify.html>

And then you can search for COVID-19 Vaccination programme resources using the product codes listed in the table above.

You will note that if you view any of these items on the system now, they show as out of stock, please ignore this, as we are waiting for stock to arrive. You can still place an order now and it will be fulfilled as soon as stock is available.

### Please do not order more stock than you have vaccines for.

More stock will be regularly available and a continuous supply of additional stock is essential. All resources may be subject to revisions and updates. Stock piling is not required and should be avoided. It is important to manage leaflet versions carefully and dispose of old versions as soon as the new ones are published and made available.

## Priority risk groups

For full information on priority risk groups please see [Green Book chapter 14 A](#)

1 residents in a care home for older adults  
Staff working in care homes for older adults  
2 all those 80 years of age and over  
Frontline Health and social care workers

### Recommendations by staff groups

The objective of occupational immunisation of health and social care staff is to protect workers at high risk of exposure who provide care to vulnerable individuals. Although

there is yet no evidence on whether vaccination leads to a reduction in transmission, a small effect may have major additional benefit for staff who could expose multiple vulnerable patients and other staff members. Potential exposure to COVID-19, and therefore the priority for vaccination, may vary from workplace to workplace. Guidance on COVID-19 immunisation that may be appropriate follows.

### Healthcare staff

All frontline healthcare staff who are eligible for seasonal influenza vaccination should be offered COVID-19 vaccine. This includes the following groups. Staff involved in direct patient care This includes staff who have frequent face-to-face clinical contact with patients and who are directly involved in patient care in either secondary or primary care/community settings. This includes doctors, dentists, midwives and nurses, paramedics and ambulance drivers, pharmacists, optometrists, occupational therapists, physiotherapists and radiographers. It should also include those working in independent, voluntary and non-standard healthcare settings such as hospices, and community-based mental health or addiction services. Temporary staff, including those working in the COVID-19 vaccination programme, students, trainees and volunteers who are working with patients must also be included. Non-clinical staff in secondary or primary care/community healthcare settings This includes non-clinical ancillary staff who may have social contact with patients but are not directly involved in patient care. This group includes receptionists, ward clerks, porters and cleaners.

### Laboratory and pathology staff

Hospital-based laboratory and mortuary staff who frequently handle SARS-CoV-2 or collect or handle potentially infected specimens, including respiratory, gastrointestinal and blood specimens should be eligible as they may also have social contact with patients. This may also include cleaners, porters, secretaries and receptionists in laboratories. Frontline funeral operatives and mortuary technicians / embalmers are both at risk of exposure and likely to spend a considerable amount of time in care homes and hospital settings where they may also expose multiple patients. Staff working in non-hospital-based laboratory and those academic or commercial research laboratories who handle clinical specimens or potentially infected samples will be able to use effective protective equipment in their work and should be at low risk of exposure.

## Social care workers

This would include:

- those working in long-stay residential and nursing care homes or other long-stay care facilities where rapid spread is likely to follow introduction of infection and cause high morbidity and mortality
- social care staff directly involved in the care of their patients or clients
- others involved directly in delivering social care such that they and vulnerable patients/ clients are at increased risk of exposure

Young people age 16-18 years, who are employed in, studying or in training for health and social care work should be offered vaccination alongside their colleagues if a suitable vaccine is available. Younger people who are taking part in health and social care work as volunteers, interns or for the purposes of work experience, should make all efforts to avoid exposure to infection; vaccination would not normally be required.

## Useful links

Campaign Resource Centre

Full COVID-19 campaign materials with:

Posters

Digital media statics

social media cards,

<https://campaignresources.phe.gov.uk/resources/>

Health Publications website for ordering clinical leaflets, posters, stickers and extra record cards, consent forms, invitation letters

Registration page

<https://www.healthpublications.gov.uk/RegisterIdentify.html>

website homepage

<https://www.healthpublications.gov.uk/Home.html>

Green Book COVID-19 chapter [www.gov.uk/government/collections/immunisation-against-infectious-disease-the-green-book](http://www.gov.uk/government/collections/immunisation-against-infectious-disease-the-green-book)

Public Health England Coronavirus resources:

<https://www.gov.uk/government/collections/covid-19-vaccination-programme>

Coronavirus (COVID-19) in the UK <https://coronavirus.data.gov.uk/> WHO COVID-19 Worldwide Dashboard

[https://covid19.who.int/?gclid=EAlaIqobChMIInr6P36Dc7AIVBWHmCh3IswIXEAAAYASA AEgIPT\\_D\\_BwE](https://covid19.who.int/?gclid=EAlaIqobChMIInr6P36Dc7AIVBWHmCh3IswIXEAAAYASA AEgIPT_D_BwE)

LSHTM COVID-19 vaccine tracker

[https://vaclshtm.shinyapps.io/ncov\\_vaccine\\_landscape/](https://vaclshtm.shinyapps.io/ncov_vaccine_landscape/)

Royal College of Nursing Immunisation services and large-scale vaccination delivery during COVID-19. [www.rcn.org.uk/clinical-topics/public-health/immunisation/immunisation-servicesand-large-scale-vaccination-delivery-during-covid-19#planningandriskassessmentprocess](http://www.rcn.org.uk/clinical-topics/public-health/immunisation/immunisation-servicesand-large-scale-vaccination-delivery-during-covid-19#planningandriskassessmentprocess)

Royal College of Nursing - COVID-19 vaccination page [www.rcn.org.uk/clinical-topics/publichealth/immunisation/covid-19-vaccination](http://www.rcn.org.uk/clinical-topics/publichealth/immunisation/covid-19-vaccination)

Product information for the

COVID-19 mRNA Vaccine BNT162b2 is available at <https://coronavirus-yellowcard.mhra.gov.uk/productinformation>