College of Pharmacists of Manitoba

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Practice Direction
Administration of Drugs including Vaccines

1.0 Scope and Objective:

1.1 Expected Outcome

This document is a practice direction by Council concerning the implementation of the principle of Administration of Drugs including Vaccines through the authority of The Pharmaceutical Regulation to The Pharmaceutical Act and The Pharmaceutical Act

1.2 Document Jurisdiction (Area of Practice)

This practice direction applies to all licensed pharmacists administering drugs, including vaccines, under section 108(1) and by certified pharmacists under section 109(1) in all practice settings.

1.3 Regulatory Authority Reference

Section 56(1) and 56(2) of the Regulations to the Act allows Council to create this practice direction.

2.0 Practice Direction

2.1 For the purposes of this practice direction

- the term drug includes vaccines.
- advanced method refers to any of the following methods for administering a drug:
    - through intradermal, subcutaneous or intramuscular injection;
    - intravenously through an established central or peripheral venous access device; or
    - rectally.

2.2 A pharmacist administering a drug, using an advanced method, or administering a vaccine regardless of the route of administration, must:

- Be satisfied they are in compliance with Standard of Practice #5 of 56(1) of the Regulations.
- Review relevant and applicable immunization guidelines, such as those set out by Manitoba Health and Seniors Care (MHSC) and the National Advisory Committee on Immunization (NACI) before administering a vaccine.
- Possess current certification in first aid, and CPR as recognized by council.
- Ensure the pharmacy creates and maintains a policy and procedure manual that includes administration of drugs, and emergency response protocols.
- Ensure the pharmacy maintains an anaphylaxis management kit which is readily available whenever vaccines are administered and must include:
    - epinephrine in pre-filled syringes intended for emergency administration to treat anaphylaxis,
    - a copy of the pharmacy's emergency anaphylaxis management protocol,
    - and other items deemed essential by the pharmacist.
- Be certified under section 114(1) when administering a drug, under section 109(1) and has documented informed consent from the patient.
- Comply with Sections 57 to 59 of the Public Health Act and its regulations when administering an immunizing agent.

2.3 Infection Control:

- The pharmacist must use precautions for infection control, which includes:
    - Handling all body fluids and tissues as if they were infectious, regardless of the patient's diagnosis;
    - Performing hand hygiene before and after caring for the patient;
    - Performing hand hygiene before donning and after doffing gloves (if used);
    - Take appropriate precaution to prevent contact with body fluids, excretions or contaminated surfaces or objects;
    - Proper disposal of waste materials;
    - Management of needle stick injuries according to the pharmacy policies and procedures.

2.4 Before Administration:

- The pharmacist must perform basic assessment of the patient proportional to the complexity of administration that includes:
    - History;
    - Overall condition of the patient;

    - Condition of the administration site.
- The pharmacist must assess the appropriateness of the drug, for the specific patient, including but not limited to:
    - Indication;
    - For a publicly funded vaccine, the patient's eligibility for that program, as set out by provincial government criteria;
    - Dose;
    - Allergy status;
    - Risk factors and contraindications;
    - Route of administration including:
        - Appropriateness for the patient,
        - Appropriateness for the drug,
        - Following established protocols such as those in the drug manufacturer's monographs, if applicable.
- The pharmacist must obtain consent from the patient or from the person authorized to consent on the patient's behalf to administer the drug, including consent for administration of a vaccine in accordance with The Public Health Act and the Immunization Regulation made under the Act.
- In addition to the above, and before administering a drug under section 109(1), the pharmacist certified under section 114(1) must:
    - Provide the patient with the following information:
        - Name of the drug, to be administered,
        - Indication for the drug,
        - Expected benefits and material risks of the administration and drug,
        - Expected reactions,
        - Usual and rare adverse effects,
        - Rationale for any required waiting period following the administration of an injectable medication or vaccine in a community outpatient setting,
        - Importance of immediately consulting with the pharmacist or an appropriate member of an interdisciplinary health team if applicable, if a reportable event (per the Immunization Regulation to the Public Health Act) occurs,
        - Contacts for follow-up or emergency, and
        - Any other information that a reasonable person in the same circumstances would require in order to make a decision about the drugs to be administered.

        - Ensure a clean, safe, appropriately private and comfortable environment for drug administration is maintained.
    - Be satisfied the drug, to be administered is stable, has been prepared for administration using aseptic technique if applicable, has been stored properly, is clearly labeled and has been visually examined for physical irregularities.
    - Ensure the route of administration and the site has been appropriately prepared for the administration.
- Immediately prior to administration, perform a final check to ensure the patient is given the right drug for the right reason, in the right dose, at the right time and using the right route.

2.5 After Administration:

- The pharmacist must:
    - Ensure the patient is appropriately monitored;
    - Respond to complications of therapy as they arise or transfer care to an appropriate health care provider as required;
    - Ensure devices, equipment and any remaining drug, are disposed of safely and appropriately;
    - Document the administration of the drug, as required by the regulations;
        - In the case of an immunizing agent, record the information on the patient's health record as stated in Section 5 of the Immunization Regulation to the Public Health Act.
    - Report any reportable events to the applicable agency or organization;
        - In the case of an immunizing agent, within seven days after becoming aware of a reportable event, a health professional must report it in accordance with the Immunization Regulation to the Public Health Act.
    - Provide relevant information to other regulated health professionals and provincial health agencies as appropriate, including reporting patient names and vaccine doses to the provincial vaccine registry (Public Health Information Management System).

2.6 Restrictions:

- A pharmacist must follow the age restrictions outlined under the Manitoba Pharmaceutical Regulation (section 110) and Manitoba Public Health Policy.

- A pharmacist must not administer a drug, to a family member unless there is no other alternative.

3.0 Compliance Adjudication

3.1 All documentation must be readily accessible and open to regulatory review.

4.0 Appendices

Not applicable

A Practice Direction is a written statement made by Council for the purposes of giving direction to members and owners about the conduct of their practice or pharmacy operations. Compliance with practice directions is required under the Pharmaceutical Act.

The process for development, consultation, implementation, appeal and review is published on the College website.

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