

VACCINATION CLINIC SITE HOST FORM

We need your help!

Based on community feedback, we understand there are still areas of the state that may be a “vaccine desert” - based on location, hours of operation, or other factors. The California Department of Public Health (CDPH) is committed to overcoming barriers and improving equitable distribution of vaccines - by providing COVID-19 vaccination clinic staff and resources to support access at the neighborhood level.

This form is designed to collect basic information from organizations willing to host an indoor site for a clinic to support COVID-19 vaccination.



What are the capabilities of the clinic team?

Each team is equipped with trained nursing staff and necessary materials to provide vaccinations (e.g. signage, cold chain management supplies, chairs and tables). Clinic teams will offer **Moderna and Pfizer** vaccines

- ✓ First and second doses for 12 years and older
- ✓ Pediatric Moderna for children 6 months to 11 years old
- ✓ First and second boosters for eligible populations
- ✓ Nursing staff have the capacity to provide approximately 15-20 vaccinations per hour
- ✓ We can provide on-site interpretation services for sites expecting more than 25% of attendees to need assistance



What is required of the host site?

Host sites are organizations that provide an indoor site at no-cost. Additional requirements include:

- ✓ Site access for a minimum of 8 hours, up to 10 hours maximum
 - Clinic hours set for a minimum of 6 hours, maximum of 8 hours
 - Clinic staff need **45-60 minutes before and after** set clinic hours to set up and tear down clinic site
- ✓ Approximately 250 square feet of available space for clinic
- ✓ Sites must be wheelchair accessible
- ✓ Restrooms for clinic staff
- ✓ Electricity for clinic staff
- ✓ Wi-Fi for clinic staff
- ✓ Parking for public (5 -10 parking spots)
- ✓ Site to provide a point of contact on-site on the day of the clinic

Encouraged to improve turnout and to ensure a positive community member experience:

- ✓ Support securing pre-registration before the clinic (using provided QR codes), and on-site the day of the clinic
- ✓ Help with promotion
- ✓ Any additional interpretation and translation assistance needed for targeted population around the site
- ✓ Print and share consent form for minor vaccination
 - Preferred online form:
<https://hipaa.jotform.com/220185334191046>
 - Printed form:
<https://www.cdph.ca.gov/Programs/CID/DCDC/CDPH%20Document%20Library/COVID-19/Pfizer-Minor-Consent-Form-Sample-INT-PDF-ADA.pdf>
- ✓ Complete the Post-Clinic survey sent out after the clinic date. This survey provides information on how many people were vaccinated, and allows site hosts to give their feedback



How do I request a mobile clinic?

This form is designed to collect all of the basic information required from sites who are willing to provide site resources to support COVID-19 vaccination for their community. Please complete all sections to ensure we are able to confirm your request with an available vaccination provider. First-come, first-served.

VACCINATION CLINIC SITE HOST FORM



Contact Information			
Site Name			
Site Address (Street, City, Zip)			
<u>Host Site Point of Contact (POC)</u>- For planning and logistics prior to day of clinic, (must be available by phone to coordinate logistics 24-48 hours in advance).			
Organization type for POC		Site POC Name	
Site POC Cell Phone Number		Site POC e-mail address	
<u>Day of Clinic Point of Contact (POC)</u>- Contact must be on-site through the duration of the deployment.			
Organization type for POC		Day of Clinic POC Name	
Day of Clinic POC Cell Phone Number		Day of Clinic POC e-mail address	
Desired deployment date(s): List all dates requested (weekends may be available on a limited basis) your site is available for a vaccination clinic:			
Desired hours for clinic (6–8-hour timeframe): Note: Clinic staff will arrive an hour before and leave an hour after the clinic hours for setup and tear down of site.			
Please describe any constraints on days and hours that site is requesting to receive services:			
Confirm the following:			
<input type="checkbox"/> Yes <input type="checkbox"/> No	250 square feet of available space for clinic		
<input type="checkbox"/> Yes <input type="checkbox"/> No	Wi-Fi available for clinic staff		
<input type="checkbox"/> Yes <input type="checkbox"/> No	Restrooms available for clinic staff		
<input type="checkbox"/> Yes <input type="checkbox"/> No	Access to electricity for clinic staff		
<input type="checkbox"/> Yes <input type="checkbox"/> No	Available parking (5-10 parking spots) available near the clinic site		
Estimated # of people to get vaccinated:	<input type="checkbox"/> 50-75 <input type="checkbox"/> 75-100 <input type="checkbox"/> 100-125	What languages are spoken in the area around the site?	
Will there be a high demand for pediatric doses ?		Would you like a flyer or social media post created for this clinic?	<input type="checkbox"/> Flyer <input type="checkbox"/> Social Post
Does this site require any special permitting?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
How will you assist with promotion of this clinic? (social media, canvassing, email, text, etc)			
Does your location have an existing testing program on site on the same day? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Are there other activities happening at this site on this date?			
Any additional comments about your request:			