



**Division of Public Health  
Clinical Guidelines and Standing Orders  
for the Administration of COVID-19 Vaccine**

**BACKGROUND**

The Division of Public Health will be providing access to the COVID-19 vaccine to persons in accordance with the State of Delaware vaccine safety and monitoring found at <https://coronavirus.delaware.gov/vaccine/vaccine-safety-and-monitoring/>. This clinical guideline and standing order serves to provide information related to the administration of the COVID-19 vaccine manufactured by Pfizer, Moderna and Johnson & Johnson.

**SCOPE**

This standing order applied to all staff administering the COVID-19 vaccine as a representative of Division of Public Health (full-time, part-time, contractual or volunteer).

**PROCEDURES - for Pfizer BioNTech Manufactured Vaccine**

Supplies:

- 1 vial 0.9% Sodium Chloride Injection (at least 2 ml vial).
- 1 diluent syringe/needle (3ml or 5 ml syringe/21G needle).
- At least 5 dosing syringes/needles (1 mL syringe/IM injection needle).
- Other items – alcohol swabs, gloves, PPE, and emergency response supplies.

Preparation:

Each thawed vial must be diluted with 1.8 mL of sterile 0.9% Sodium Chloride for Injection.

Optimal diluent vial is 2 mL.

One 3 mL syringe can be used to withdraw the 1.8 mL of diluent.

One 21 gauge or narrower needle should be used to withdraw the diluent.

IF using a larger diluent vial – once the 1.8 mL is withdrawn from the vial – the diluent vial must be discarded. It cannot be used for another withdraw of diluent.

Administration:

- Gather five 1 mL syringes for each vaccine vial and the appropriate needle for an IM injection.
- 1 syringe is used for each of the 0.3 mL dose/patient.



- All injections should follow the acceptable standards for site location and IM vaccine administration established by DPH in the DPH Flu vaccine training\*.
- IMPORTANT NOTE: There are reports of vials containing more than 5 doses after reconstitution. The clinician can provide every full dose (0.3mL) in the vial. It is a strong contraindication to combine vial fluids to obtain a dose of 0.3mL. At no point should remaining vaccine in vials (<0.3mL) be combined with other vials with <0.3mL to obtain a full dose.

#### Dosage and Route:

- The standing order dosage and route for the Pfizer BioNTech vaccine, once reconstituted per above, is:
  - 0.3 mL dose per patient (12 years old and older), IM.

#### Storage and Stability of Pfizer BioNTech Vaccine

##### Vial stability and storage before dilution:

- Undiluted vials may be held at room temperature for up to 2 hours before dilution.
  - This 2-hour timeframe includes the 30-minute timeframe for thawing.

##### Vial stability and storage after dilution:

- After dilution, vials may be stored at room temperature or in the refrigerator for up to 6 hours.
  - Any vaccine not used after 6 hours must be discarded.

### **PROCEDURES - for Moderna Manufactured Vaccine**

#### Supplies:

- Moderna Vaccine vial.
  - NOTE: there are no additional preparation requirements for the Moderna vaccine.
- 10-12 dosing syringes/needles (1 mL syringe/IM injection needle).
- Other items – alcohol swabs, gloves, PPE, and emergency response supplies.

#### Administration:

- Gather 10 1 mL syringes for each vaccine vial and the appropriate needle for an IM injection.
- 1 syringe is used for each of the 0.5 mL dose/patient.
- All injections should follow the acceptable standards for site location and IM vaccine administration established by DPH in the DPH Flu vaccine training\*.

#### Dosage and Route:

- The standing order dosage and route for the Moderna vaccine is:
  - 0.5 mL dose per patient (18 years old or older), IM



Storage and Stability of the Moderna Vaccine

- Vials may be held at room temperature for up to 12 hours.
  - Any vaccine not used after 12 hours must be discarded.

**PROCEDURES - for Johnson & Johnson (J&J) Manufactured Vaccine**

Supplies:

- J&J Vaccine vial.
  - NOTE: there are no additional preparation requirements for the J&J vaccine.
- 10-12 dosing syringes/needles (1 mL syringe/IM injection needle).
- Other items – alcohol swabs, gloves, PPE, and emergency response supplies.

Administration:

- Gather 5, 1 mL syringes for each vaccine vial and the appropriate needle for an IM injection.
- 1 syringe is used for each of the 0.5 mL dose/patient.
- All injections should follow the acceptable standards for site location and IM vaccine administration established by DPH in the DPH Flu vaccine training\*.

Dosage and Route:

- The standing order dosage and route for the J&J vaccine is:
  - 0.5 mL dose per patient (18 years old or older), IM

Storage and Stability of the J&J Vaccine

- Vials may be held at room temperature for up to 12 hours.
  - All vaccine must be used (once vial is punctured) within 2 hours.

**DOCUMENTATION**

The documentation requirements for administration of the COVID-19 Vaccine - for all manufactures are:

- Document the vaccine administration in accordance with DPH clinical documentation standards for vaccines.
- In compliance with the EUA, complete the vaccination card and provide it to the client with a copy of the manufacturer FAQ.
- Report the vaccination administration in DeIVAX.



**SCREENING and CONTRAINDICATIONS**  
**ALGORITHM FOR THE TRIAGE OF PERSONS**  
**PRESENTING FOR VACCINE**

	<b>PROCEED WITH VACCINATION</b>	<b>USE CAUTION WITH VACCINATION</b>	<b>CONTRAINDICATED</b>
<b>CONDITIONS</b>	<b>CONDITIONS:</b> *Immunocompromised conditions *Pregnancy *Lactation  <b>ACTIONS:</b> *Additional counseling *15-minute observation period	<b>CONDITIONS:</b> *Moderate to severe acute illness  <b>ACTIONS:</b> *Risk assessment *Potential deferral of vaccination *15-minute observation period	<b>CONDITIONS:</b> *None  <b>ACTIONS:</b> *N/A
<b>ALLERGIES</b>	<b>ALLERGY:</b> *History of food, pet, insect, venom, environmental, latex etc. allergy  <b>ACTION:</b> 15-minute observation period	<b>ALLERGY:</b> *History of severe allergic reaction (e.g., anaphylaxis) to another vaccine not including the manufacturer's vaccine) *History of severe allergic reaction (e.g., anaphylaxis) to an injectable medication  <b>ACTION:</b> Risk assessment Potential deferral of vaccine 30-minute observation period	<b>ALLERGY:</b> *History of severe allergic reaction (e.g., anaphylaxis) to any component of the COVID-19 vaccine)  <b>ACTION:</b> Do not vaccinate



## **REFERENCES & RESOURCES**

(the below references and guidance documents are incorporated by reference herein)

Updated Authorization and EUA for Additional Pfizer and Moderna Vaccine:  
[Coronavirus \(COVID-19\) Update: FDA Authorizes Additional Vaccine Dose for Certain Immunocompromised Individuals | FDA](#)

Updated CDC Clinical Considerations Aug 2021:  
<https://www.cdc.gov/vaccines/covid-19/clinical-considerations/covid-19-vaccines-us.html>

Medical Conditions:  
<https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/people-with-medicalconditions.html>.

Pfizer-BioNTech Vaccine Administration Guideline found at: <https://www.cvdvaccine-us.com/images/pdf/fact-sheet-for-hcp-administering-vaccine-vaccination-providers-full-eua-prescribing-information.pdf>.

Moderna fact sheet for providers found at: <https://www.modernatx.com/covid19vaccine-eua/eua-fact-sheet-providers.pdf>.

Moderna EUA and FAQ for recipients found at:  
<https://www.modernatx.com/covid19vaccine-eua/eua-fact-sheet-recipients.pdf>.

J&J EUA found at:  
<https://www.fda.gov/media/146303/download>

J&J fact sheet for providers found at:  
<https://www.fda.gov/media/146304/download>



Training Resources:

To obtain further training related to IM injection skill, please refer to the skills in-service via DE TRAIN:

1. Enter: <https://www.train.org/detrain/home> into your web browser.
2. Log in to your account. If you do not have an account, you will need to follow the instructions on how to create one.
3. Click on the magnifying glass to search.
4. Enter Course ID 1093486 and click search.
5. Click on 2020 - 2021 DPH Flu Inservice Part I & Part II.
6. Click on Register.
7. Enter registration code: DEFLU2020.
8. Click on 2020-2021 DPH Flu Inservice Part I.
9. Click on "Launch". The video should start in a new window.
10. When you complete Part I, close the video window.
11. Reopen the DETRAIN window and hit the back button.
12. Click on Part II.
13. Click on "Launch".
14. All the handouts discussed in the video are available in the "Resources" tab on the 2020-2021 DPH FLU Inservice main page.



**SIGNATURE PAGE**

The preceding procedures and guidelines for the administration of the COVID-19 vaccine are approved for use by the Division of Public Health Registered Nurses, and any other nurses working under the direction of the Division of Public Health, including any qualified personnel designated by the Delaware Emergency Management Agency as permitted by 20 *Del. C.* §3137.

A handwritten signature in blue ink, consisting of several fluid, overlapping strokes that form a cursive-style name.

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Signed

Dr. Rick Hong

\_\_\_\_\_  
Printed Name

July 1, 2021

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Effective Date

(updated 8/18/2021)