

Get Your Assisted Living Community Ready for a Booster Shot Clinic



A vaccine booster shot is administered after the initial (primary) doses of a vaccination to help build back up immunity that might have decreased over time. Essentially, booster shots help maintain protection against the virus in individuals who have already received a COVID-19 vaccination.

Currently, the FDA and CDC have recommended a booster shot for the following:

Individuals that received their primary series of **Pfizer-BioNTech or Moderna COVID-19 vaccine** six or more months ago and fall into one of the categories below:

- 65 years and older
- Age 18+ who live in [long term care settings](#)
- Age 18+ who have [underlying medical conditions](#)
- Age 18+ who work or live in [high-risk settings](#)

Individuals that are 18 and older who received the primary series of the **Johnson & Johnson vaccine** two or more months ago.

Note, the FDA and CDC allow individuals to mix and match vaccine brands when selecting their booster.

This document provides an overview of steps and resources to help assisted living communities (AL) prepare for and conduct a booster shot clinic. Note, residents and staff are also able to get the booster shot in the [community at retail pharmacy locations](#).

Review Recommendations

- Review and understand the [latest vaccine recommendations](#) by the FDA and the CDC

Identify a Vaccine Provider

- Identify a LTC pharmacy or a [retail pharmacy partner](#) to work with. If you are having trouble connecting with a pharmacy, contact your [local health departments immunization program](#) for support.

Once you have identified a pharmacy partner:

- Identify a facility point of contact to work with the pharmacy partner to plan the clinic

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- Consider providing a [joint COVID-19 booster and flu vaccination clinic](#)
- Discuss vaccine clinic logistics with the pharmacy partner
 - Finalize the clinic date and time
 - Review necessary consent forms and vaccine information that will be needed
 - Confirm with any supplies needed for vaccine clinic (tables, chairs, etc.) that you will need to provide

Communicate with Residents and Staff

- Share information about the COVID-19 booster and the upcoming clinic with residents and staff
- Identify which residents are able to provide consent and which ones need a proxy

Below are some resources that may be helpful:

- [Booster shot one-pager](#)
- [Template Letter for Vaccine Booster Consent – Families](#)
- [Template Letter for Vaccine Booster Consent – Staff](#)

Pre- Vaccine Booster Clinic

- Identify where in the AL community you will host the vaccine clinic
 - Ensure it is a well-ventilated area
 - Allow six-feet physical distancing while people wait (pre- and post-booster)
- Determine which residents will be receive the booster in their room and which will come to the booster clinic site
- Develop a schedule for staff boosters
- Set up staffing schedule to ensure enough staff are present on clinic day to transport residents and help pharmacy clinic staff
- Submit required information to pharmacy, such as:
 - Number of residents in need of a booster
 - Number of staff in need of a booster
 - patient-level information
 - resident and staff consent forms
- Set up schedule for taking residents to clinic

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Day of Vaccine Booster Clinic

- Print roster of residents receiving a booster:
 - In the clinic
 - In their rooms with room numbers
- Print roster of staff receiving a booster
- Facility point of contact to meet with pharmacy point of contact:
 - Share above roster of residents
 - Share above roster of staff
 - Provide clinical information for residents needed day of the clinic (e.g., temperature or any feeling sick)
- Assign staff to each unit to transport residents
- Assign staff to clinic area to assist pharmacy staff and monitor residents or staff waiting for the booster or post booster observation area.
- Assign a facility staff to complete documentation:
 - Collect information on vaccine administration from pharmacy clinic team

Post Vaccine Booster Clinic

The following two resources provide insights into what you need to prepare for after the booster clinic.

- Review [Post-vaccination Considerations for Workplaces](#)
- Review [Post Vaccine Considerations for Residents](#)

For more COVID-19 vaccination resources, please visit getvaccinated.us.