

Protocol for: Travel Vaccination Policy

Written by: The Management Team

Review: Annually

1. Purpose

Seaside Medical Centre is committed to providing a safe, effective and timely travel vaccination service for registered patients. This policy outlines the process for requesting, assessing and delivering NHS travel vaccinations, and sets clear expectations for both patients and staff.

2. Scope of Service

- The practice offers a limited NHS travel vaccination service.
- Only vaccines available and funded on the NHS for travel purposes will be provided.
- Patients requiring non-NHS vaccines will be signposted to a private travel clinic.

3. Patient Requirements

3.1 Submission of Travel Vaccination Forms

- Patients must complete the Practice Holiday Vaccination Form at least 12 weeks before their departure date.
- One form must be completed per traveller, including children, to allow the nurse to review each individual's medical history and vaccination needs.
- Forms can be accessed:
 - via the practice website
 - or by collecting a paper copy from reception

3.2 Late Submissions

- The practice will not accept travel vaccination forms submitted less than 12 weeks before the patient's departure date.
- This timeframe is essential to allow for clinical review, ordering of stock, appointment availability, and the required vaccine schedules.
- Patients submitting forms later than 12 weeks before travel will be signposted directly to a private travel clinic, as we cannot provide the service safely within the reduced timeframe.

4. Clinical Review Process

4.1 Nurse Assessment

Practice nurses are allocated dedicated paperwork time to:

- review submitted forms
- check medical histories
- determine required vaccinations
- contact the patient to discuss recommendations and arrange appointments

4.2 Appointment Availability

- Vaccinations can only be provided if suitable appointments are available.
- Most travel vaccines must be administered at least 2 weeks before departure to ensure effectiveness.
- If appointments are not available within the required timeframe, patients will be signposted to a private travel clinic.

5. Vaccination Appointment

At the travel vaccination appointment, patients will receive:

- a clinical risk assessment
- NHS-funded travel vaccinations (if indicated)
- travel health advice relevant to their destination

Patients requiring:

- non-NHS vaccines (e.g., Japanese Encephalitis, Rabies, Hepatitis B for travel) will be signposted to Grand Pharmacy or another private travel clinic
- malaria prophylaxis will be signposted to a community pharmacy for private purchase

6. Communication and Consultations

- Telephone consultations are not provided for travel vaccination assessments.
- All assessments must be completed via the submitted form and/or in-person appointments.

7. Commitment to Safe Practice

Seaside Medical Centre is committed to delivering a travel vaccination service that is:

- safe
- clinically appropriate
- timely
- aligned with NHS guidance

Where the practice is unable to meet the required timeframe or vaccine needs, patients will be directed to an appropriate alternative provider to ensure their travel health needs are met.