

| | | |
|---|--|--------------------------|
|  |  ALBEMARLE COUNTY STANDARD ADMINISTRATIVE POLICY | |
| | Subject: | Hepatitis-B Vaccinations |
| | Reference Number: | SAP-DEP-008 |
| | Effective Date: | 1 June 1998 |
| | Last Revision Date: | 1 May 2007 |
| Signature of Approval: |  J. Dan Eggleston, Chief | |

Purpose:

The purpose of this policy is to outline the provision of Hepatitis-B Vaccinations for career and volunteer personnel.

Background:

The initial policy was adopted by the Jefferson Country Fire & Rescue Association (JCFRA) at the June 1998 meeting.

Scope:

This policy applies to all active career and volunteer personnel.

Definitions:

Active Personnel – personnel who regularly respond to emergency calls and/or regularly perform other duties for a fire, rescue, or emergency medical services station, either career or volunteer.

Policy:

1. Volunteer Personnel
 - All active volunteers are provided Hepatitis-B Vaccinations, if desired.
 - To obtain a Hepatitis-B Vaccination, volunteers must present an authorized and signed Hepatitis-B Vaccination Authorization Form to the Department of Fire Rescue.
 - Upon submission of the signed and authorized form, the volunteer will be provided with the needed paperwork to begin the Hepatitis-B Vaccination series. The paperwork will include a Hepatitis-B Vaccination information sheet and a multi-part form for the vaccination series.
 - The volunteer presents the multi-part form to
 - Martha Jefferson Hospital Emergency Department (no appointment/registration required) or
 - UVA Health System-WorkMed (appointment required)
 - The provider will administer the first vaccination injection and forward a copy of the information to the Department of Fire Rescue.

2. Career Personnel
 - Career personnel are provided Hepatitis-B Vaccinations upon employment, if desired.
 - To obtain a Hepatitis-B Vaccination, career personnel must contact the Department's Infection Control Officer.
 - Vaccinations for career personnel will be provided as noted above – either at MJH or UVA WorkMed.

3. Multi-Part Form
 - The **GOLD** copy is returned by the provider to the Department after the **first injection**.
 - The **PINK** copy is returned by the provider to the Department after the **second injection**.
 - The **CANARY** copy is returned by the provider to the Department after the **third and final injection**.
 - The **GREEN** copy is returned to the Department of Fire Rescue and **forwarded to the station for their records**.
 - The **BLUE** copy is provided to the **individual** by the provider.
 - The **WHITE** copy is retained by the **provider** for their records.

4. Titers/Boosters

- The use/administration of Hepatitis-B titers and/or boosters is addressed on a case-by-case basis.

References:

- [U.S. DHHS, Centers for Disease Control & Prevention, Hepatitis-B Vaccine Information Statement](#)
- [Hepatitis-B Vaccination Authorization Form](#)