



Standard Operating Guidelines

A function of Polk County Health Department is to equitably and effectively allocate and administer pandemic vaccine to the community. Recently, the health department and local partners began participating in strategic planning. Due to limited information about the vaccine our strategies are ongoing, and we foresee them being more detailed as more information is shared. What we do know is that the Pandemic Vaccine may only be available in incremental, limited supplies in the initial stages. Therefore, it will be necessary to target certain populations and utilize phases until everyone who wants to be vaccinated can.

Polk County has structured the plan so that the target phases produced by the CDC will work in concert with one or more distribution strategies. Priority considerations may need to be focused and deliberate within each county, such as, potential hot spots, health inequities, and rapid administration.

Our three main strategies are:

- **Direct shipment:** Partnering with private/public partners that may receive direct shipment and administer the vaccine themselves and following federal regulation guidelines. Those partners may include Hospital systems, long term nursing homes and congregate living locations, pharmacies, and businesses. If your facility can directly receive, store, handle, and administer vaccines according to the Federal Regulations Guidelines you may partner with us. This strategy will allow for the highest vaccination through put in the least amount of time.
- **Community Mass Drive through clinics:** these are large scale immunization clinics providing vaccine for individuals in the target populations. This strategy also allows for high throughput however, it requires more logistics and manpower of the health department. Therefore, it becomes our second strategy.
- **Polk County Public Health Drive through Clinic:** The health department is an option for persons who are uninsured, underinsured, vulnerable populations, Polk county employee's and family members. Also, for target groups who aren't able to receive their vaccine at a direct shipment location.

The vaccination response is a mitigation effort to reduce COVID-19 transmission. Therefore, Polk County, COVID-19 pandemic response organizational chart will remain same with the addition of Vaccination Group Supervisor under the operations section. Planning, Operations, Logistics, Finance and Administration will add personnel as needed if the span of control has been exceeded to effectively respond.