

# EXPRESSION OF INTEREST

## *Nurse winter vaccination program*

<b>EOI release date</b>	29 March 2023
<b>Deadline for clarification questions</b>	3 April 2023
<b>Deadline for EOI application submission</b>	11 April 2023

## Nurse winter vaccination program

### Expression of Interest (EOI) and Guidelines

#### 1. Overview

This Expression of Interest (EOI) is for the provision of the Nurse Winter Vaccination Program across the Central and Eastern Sydney PHN (CESPHN) region.

The Nurse Winter Vaccination Program aims to improve the uptake of recommended vaccinations in general practice in preparation for the winter season. The purpose is to promote vaccine awareness of COVID-19 vaccine 2023 booster doses in vulnerable populations, as well as other recommended vaccinations, which in turn can increase vaccine uptake to decrease the transmission of vaccine preventable illnesses.

Increasing vaccination coverage rates will contribute to improved health outcomes for people while also reducing unnecessary utilisation of health services, due to less likelihood of people seeking treatment of vaccine preventable diseases (VPDs).

The objectives of this initiative are to:

- promote vaccine awareness amongst vulnerable populations due for vaccination by a recommendation from a health care provider.
- protect those most vulnerable from COVID-19 and other vaccine preventable diseases.
- empower general practices to develop and implement activities to drive the uptake of vaccination.
- strengthen and highlight the role of practice nurses in general practice to manage and lead health program initiatives.

Applicants may seek funding for \$2,000 (excluding GST) to fund a nurse for 20 hours of work dedicated towards developing and implementing a vaccination activity at the general practice to improve coverage of COVID-19 booster dose and other recommended vaccinations. Funding will be provided across two payments of \$1,000 (excluding GST). First payment upon executed Memorandum of Agreement (MOA) and commencement of the program and a second payment upon program completion and submission of reporting requirements.

The timeframe for the delivery of activities to meet program objectives is 24 April – 31 July 2023.

#### 2. Information about Central and Eastern Sydney PHN

##### 2.1 What are primary health networks?

Primary health networks (PHNs) have been established with the key objectives of increasing the efficiency and effectiveness of medical services for individuals, particularly those at risk of poor health outcomes. They also aim to improve coordination of care to ensure people receive the right care in the right place at the right time.

PHNs are not for profit, regionally based organisations which aim to strengthen primary care by redirecting frontline health services to improve health outcomes of the community.

##### 2.2 Our vision

Our vision is better health and wellbeing of the people who live and work across our region. We are committed to investing in strategies that will contribute to individual and population health outcomes including fewer preventable deaths and hospitalisations, reduced health risks and health inequities and more prevention behaviours.

## 2.3 Our region, our community

The central and eastern Sydney catchment spans 587 square kilometres. Our region stretches from Strathfield to Sutherland, as far east as Bondi, and includes Lord Howe Island. We are the second largest of the 31 primary health networks across Australia by population, with over 1.5 million individuals residing in our region.

Our catchment population is characterised by cultural diversity and high population growth, with an estimated 16,225 (1.05 per cent of total population) identifying as Aboriginal and/or Torres Strait Islander. 40% of our community are born outside Australia, 36.8% speak a language other than English at home and 6.2% do not speak English well or at all. By 2031 our region's population will reach more than 1.85 million, an increase of 28.1% or more than 400, 000 individuals.

Our boundaries align with those of South Eastern Sydney Local Health District and Sydney Local Health District and covers twelve LGAs. Refer to this complete list of [postcodes](#) within the CESP HN catchment area. For more information about our region visit the [About CESP HN](#) page on our website.

## 3. Target population and eligibility

The target population for this program is vulnerable populations who are due for a COVID-19 vaccine booster dose and/or other recommended vaccinations.

ATAGI<sup>1</sup> recommends a 2023 COVID-19 vaccine booster dose for adults in the following groups, if their last COVID-19 vaccine dose or confirmed infection (whichever is the most recent) was 6 months ago or longer, and regardless of the number of prior doses received:

- All adults aged 65 years and over.
- Adults aged 18 to 64 years who have medical co-morbidities that increase their risk of severe COVID-19, or disability with significant or complex health needs.

People most at risk of influenza<sup>2</sup> and its complications are:

- all Aboriginal and Torres Strait Islander people aged 6 months and over.
- all children aged 6 months to less than 5 years of age.
- all individuals aged 5 years and over with medical risk conditions.
- pregnant women.
- people aged 65 years and over.

The eligibility criteria for this program includes:

- general practices must be delivered within the CESP HN region.
- target populations accessing services must live in the CESP HN region.

## 4. Models of service

General practice nurses are expected to design and deliver a program to engage patients in vulnerable population groups as described above, to promote vaccine awareness and the uptake of vaccinations to improve health outcomes. This could include identifying patients due for vaccination and reminding patients to receive vaccination by usual communication methods within the general practice, upskilling nurses in having conversations with vaccine hesitant patients, and engaging with vaccine hesitant patients to have a conversation with their healthcare provider.

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<sup>1</sup> [Department of Health, 2023 ATAGI booster advice](#)

<sup>2</sup> [Department of Health, 2023 Influenza vaccination program advice for vaccination providers](#)

Successful applicants will be required to complete the following activities:

- Develop and implement a plan within the general practice to improve vaccine awareness and the increase vaccination uptake in vulnerable patient groups.
- Engage vulnerable patients within the target groups such as older people and (parents of) children to discuss the importance of immunisation.
- Provide culturally appropriate and safe care, that includes people from diverse backgrounds, such as Aboriginal and Torres Strait Islander People, people who identify as LGBTQI+, people living with a disability and people from multicultural backgrounds.
- Enter into a Memorandum of Agreement (MOA) with CESP HN.
- Report to CESP HN on achieved outcomes of the project.
- Ensure delivery of activities and program objectives are completed within the timeframe of 24 April 2023 – 31 July 2023.

## 4.1 Reporting requirements

Successful applicants will be required to report on program data and activities using the Reporting Requirements template-Annexure 1.

- Report on activities undertaken to meet the needs of the target population receiving services under the Nurse Winter Vaccination program, including details on:
  - Description of expected timelines for completion proposed activities.
  - Summary of achieved outcomes.
- Report on data of patients who were successfully engaged to discuss vaccination awareness using Data worksheet-Annexure 2 provided as a guide. Data collected should include:
  - Gender
  - Age group
  - Ethnicity
  - Language spoken at home.
  - Vaccine(s) discussed.
  - Vaccine(s) administered as a result of program.
- Establish and maintain the security, integrity and confidentiality of data and compliance with the Privacy Act 1988 to prevent any misuse or unauthorised access or disclosure of the data.

## 5. Responsibilities

General practices will deliver this program through direct funding from CESP HN and are responsible for the efficient and effective delivery of the activities.

**The Service Providers will also be responsible for:**

- General practices will ensure they will retain insurances particularly public liability insurance and medical malpractice insurance to cover the program activities under the contract.
- ensuring that the terms and conditions of the Agreement are met.
- ensuring the program is managed in a cost effective and efficient manner.
- ensuring the activities achieve value for money.
- employing and managing suitably qualified, experienced, and culturally appropriate staff.
- delivering culturally appropriate services.
- maintaining contact with CESP HN and advising of any emerging issues that may impact on the success of the activities.
- identifying, documenting, and managing risks and putting in place appropriate mitigation strategies.
- ensuring outcomes and output reporting in accordance with the agreement; and
- participating in activity evaluation as necessary.

## 6. Who can apply

General practices located within the CESP HN region who employ a practice nurse.

## 7. Contract term

The term of the contract is 24 April 2023 to 31 July 2023.

## 8. Funding

A total sum of \$2,000 (excluding GST) to fund a nurse for 20 hours of work dedicated towards developing and implementing a vaccination activity at the general practice to improve coverage of COVID-19 booster dose and other recommended vaccinations. Funding will be provided across two even payments. The first upon Funding will be provided across two payments of \$1,000 (excluding GST). First payment upon executed MOA and commencement of the program and the second upon program completion and submission of reporting requirements.

The timeframe for the delivery of activities to meet program objectives is 24 April 2023 to 31 July 2023.

## 9. Timeline

Milestone	Due by
EOI released	<b>29 March 2023</b>
Deadline for clarification questions (from applicants)	<b>3 April 2023</b>
Deadline for CESP HN to respond to questions	<b>4 April 2023</b>
Deadline for EOI application submission	<b>11 April 2023</b>
Funding grants awarded and execution of MOA	<b>24 April 2023</b>
Submission of first invoice for payment	<b>1 May 2023</b>
Completion of program activities	<b>30 June 2023</b>
Submission of reporting requirements document and data worksheet (deidentified)	<b>14 July 2023</b>
Submission of second and final invoice for payment. Must complete all program activities, data and reporting requirements prior to submitting invoice.	<b>31 July 2023</b>

This timeline is provided as a guide only. CESP HN reserves the right to make alterations to the timetable for this EOI process.

## 10. Submitting your application

Please make your submission using the [CESPHN online application form](https://cesphn.tfaforms.net/551) which can be accessed at: <https://cesphn.tfaforms.net/551>

**Applications close: 12.00 pm (AEST) on Tuesday 11 April 2023.**

All questions related to the EOI are to be directed through to [immunisation@cesphn.com.au](mailto:immunisation@cesphn.com.au)