


City of Virginia Beach Department of EMS Policy	
<h1>Application and Credentialing: Vaccinator</h1>	
Issue Date: 03/22/2021	Revised Date:
Section: Credentials	

1. Purpose

The purpose of this policy is to provide standardization in the application process and describe minimum training and certification requirements for volunteer vaccinators of the City of Virginia Beach Department of Emergency Medical Services.

2. Applicability

This policy applies to any persons whom desire to become a COVID-19 vaccinator as a Support Services member of the Department of EMS and who may qualify as eligible health care providers pursuant to Virginia Acts of Assembly—2021 Session [H 2333] *An Act to facilitate the administration of the COVID-19 vaccine; emergency* dated February 15, 2021 to include later changes. The City of Virginia Beach Department of Emergency Medical Services may select specific eligible health care providers.

3. Policy Statement

It shall be the policy of the Department of Emergency Medical Services to establish an application process and minimum certification and credentialing standards for volunteer COVID-19 vaccinators of the Department. Members must meet the certification and credentialing requirements identified in this policy only to function accordingly.

4. Policy

- 4.1. Volunteer Vaccinator Member begins application process
 - 4.1.1. Prospective members will complete the VBEMS online application.
 - 4.1.2. Once identified as a potential vaccinator, the following expedited steps will take place:
 - 4.1.2.1. Certification or license is verified

- 4.1.2.1.1. Via Virginia DHP License Lookup and/or OEMS providers and enforcement action sites
 - 4.1.2.2. Onboarding is started.
 - 4.1.2.3. Vaccinator training coordinator and SST Captain notified of pending member.
 - 4.1.2.4. Training materials are provided immediately for concurrent completion.
 - 4.1.2.5. DMV check is processed.
 - 4.1.2.5.1. DMV checks that return with disqualifier criteria will be forwarded via the chain of command for review.
 - 4.1.2.6. Fingerprinting/criminal history background check is completed and passed.
 - 4.1.2.7. Orientation session is held in-person or via telephone.
- 4.2. Application is approved (or conditionally approved for pending out of state DMV check).
- 4.2.1. Vaccinator continues to complete required training courses:
 - 4.2.1.1. VBEMS “Initial OSHA /LODA” course online.
 - 4.2.1.2. All currently required vaccinator courses via Train VA.
 - 4.2.1.3. Review additional required materials and videos.
 - 4.2.1.4. Member sends completed transcripts to vaccinators@vbgov.com
 - 4.2.1.5. Completed training verified.
 - 4.2.1.6. Provider User Status in Licensure is noted as “Vaccinator”
 - 4.2.1.6.1. Station and Primary Role will be blank
- 4.3. Member issued Support Services “Vaccinator” ID badge.
- 4.4. Member signs up for vaccination clinic via the current method.
- 4.5. Member completes hands on and skills verification and is released as a vaccinator.
- 4.5.1. Member volunteers at vaccination clinics at least twice per month (minimum 16 hours per month).
- 4.6. Support Services Vaccinator member exemptions:
- 4.6.1. May be allowed to volunteer without a current license/certification.
 - 4.6.2. Current CPR is preferred but not required.
 - 4.6.3. Will not be required to complete a medical screening physical
- 4.7. All other roles within VBEMS would require additional requirements per the VBEMS Certification and Credentialing Policy and job descriptions.

5. References and Related Policies/Procedures/Guidelines

- 5.1. Virginia Acts of Assembly—2021 Session [H 2333] <https://lis.virginia.gov/cgi-bin/legp604.exe?211+ful+CHAP0001+pdf>
- 5.2. VBEMS Policy-Certification and Credentialing
- 5.3. VBEMS Policy-Vaccination
- 5.4. VBEMS Policy-Membership and Application
- 5.5. Current Vaccinator training requirements
- 5.6. VAOEMS Enforcement Action site:
<https://vdhems.vdh.virginia.gov/emsapps/f?p=200:6:3658256388431::NO::>
- 5.7. VAOEMS EMS Provider Search site:
<https://vdhems.vdh.virginia.gov/emsapps/f?p=200:3>
- 5.8. VA Department of Health Professions License Lookup site:
<https://dhp.virginiainteractive.org/Lookup/Index>

This policy shall become effective upon the approval of the Chief of Emergency Medical Services.



03/22/2021

EMS Chief

Date Signed

This policy shall become effective upon the approval of the Operational Medical Director.



3/22/2021

Operational Medical Director

Date Signed

Policy Change Log		
Created:	03/22/2021	Created on this date
Revised:		
Revised:		