

Moderna COVID-19 Vaccine

Skills Completion & Final Competency Check Sheet



Name: _____ Date: _____
(Print Legibly)

Agency: _____ Training Location: _____

Instructions: This form is used to document skills competency in aspects of delivering Moderna COVID-19 vaccine. Students will bring this form to each breakout station. Instructors will sign when the student demonstrates competency in the breakout station.

EQUIPMENT & COLD CHAIN PROCEDURES

(30 minute per station)

STATION #1 - Operation of Equipment

Check when successfully completed:

- Demonstrates the ability to set-up the ICECO TR45/TR60 Electric Refrigerator Cooler or approved alternative
- Demonstrates the ability to operate equipment
- Verbalizes how to troubleshoot power issues
- Demonstrates the ability to set the refrigerator to the appropriate temperature
- Demonstrates how to confirm the refrigerator lid is closed

Breakout Station #1 Successfully Completed

Instructor Signature: _____

STATION #2 - Cold Chain Documentation

Check when successfully completed:

- Demonstrates ability to fill out the following correctly:
 - o Hourly Temperature Log
 - o Vaccine Inventory Tracking Log
- Verbalizes appropriate procedure if a temperature excursion occurs

Breakout Station #2 Successfully Completed

Instructor Signature: _____

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VACCINE THAWING, PREPARING, & ADMINISTRATION PROCEDURES

(45 minute per station)

STATION #3 - MODERNA Vaccine Thawing, Preparing, & Administration

Check when successfully completed:

- Identifies & understands the equipment needed for administering the vaccine
- Demonstrates the ability to operate equipment for administering the vaccine
- Identifies & understands the appropriate PPE needed for administering the vaccine
- Demonstrates the ability to review the patient consent form and confirms it is filled out correctly
- Demonstrates the ability to explain the consent form to the signing party
- Screens for contraindications (if within employee's scope of practice)
- Verbalizes knowledge of the "9 Rights of Patient Drug Administration"
- Demonstrates the ability to gently swirl the Moderna vial and confirm the solution is white to off-white color and that no particulates are present
- Demonstrates aseptic techniques while withdrawing 0.5 mL of the Moderna vaccine using a sterile needle & syringe
- Verbalizes knowledge that vaccine is not to administer if the syringe is cold to the touch
- Verbalizes knowledge that after 10 doses are administered from one Moderna vaccine, a small amount of fluid may remain in the vial
- Demonstrates the correct intramuscular (IM) injection site (*Deltoid 2.5 to 5 cm or 1 to 3 fingers beneath the acromion process over the midaxillary line*)
- Demonstrates the ability to administer the vaccine using aseptic techniques
- Understands patient monitoring post-vaccination based on the responses from the patient screening & consent form
- Understands the signs & symptoms of anaphylaxis and the appropriate treatment and procedure if symptoms occur
- Displays proper hand hygiene and PPE use throughout procedure
- Demonstrates ability to fill out the following correctly:
 - COVID-19 Vaccination Record Card
- Verbalizes knowledge that vaccine vials are discarded when they have been fully discharged or 6-hours after dilution

Breakout Station #3 Successfully Completed

Instructor Signature:

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MODERNA VACCINE

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Final Skills Competency Check Sheet		
Critical Performance Steps	X if remediation needed	✓ if done correctly
COLD CHAIN		
Demonstrates the ability to set-up the ICECO TR45/TR60 Electric Refrigerator Cooler with power supply.		
Demonstrates the ability to set the refrigerator to the correct temperature at both Celsius & Fahrenheit		
Demonstrates the ability to troubleshoot power failure issues with the ICECO TR45/TR60 Electric Refrigerator Cooler		
Demonstrates the ability to fill out the Vaccine Inventory Tracking Log correctly		
Demonstrates the ability to fill out the Hourly Temperature Log correctly		
Understands the correct procedures in the event a temperature excursion occurs		
THAWING		
Step 1: Allows vial to thaw to 36° to 36° Fahrenheit OR 2° to 8° Celsius. Understands that unpunctured vials are kept between 46° to 77° Fahrenheit OR 8° to 25° Celsius and can be stored at that temperature for up to 12-hours.		
Step 2: Verbalizes that each vial contains at least 10 doses of 0.5 mL per dose Understands volumes should not be combined from two different vials Understands punctured vials are kept between 36° to 77° Fahrenheit OR 2° to 25° Celsius for up to 6-hours		
ADMINISTRATION OF MODERNA COVID-19 VACCINE		
Step 1: Reviews the patient consent form and confirms it is filled out correctly. Reviews and explains the consent for to the signing party/patient Screens for contraindications Reviews the "9 Rights of Patient Drug Administration" -Right patient -Right time -Right reason -Right medication -Right route -Right response -Right dose. -Right documentation -Right to refuse		
Step 2: Follow aseptic techniques: Washes hands or uses hand sanitizer. Dons appropriate PPE (<i>Face Shield, Gown, N95, & Gloves</i>) Properly sets up equipment needed for administration		
Step 3: Understands to check unpunctured vials for expiration dates & never uses expired vaccine Understands to check punctured vials and never uses vaccine after the beyond-use time		
Step 4: Gently swirl 10-times before dilution, DOES NOT SHAKE & DOES NOT DILUTE Verbalizes that solution inside the vial will be white to off-white color suspension & discards if particulates or discoloration are present		
Step 5: Verbalizes that solution inside the vial will be white to off-white color suspension & discards if particulates or discoloration are present		
Step 6: Using aseptic technique, withdrawal 0.5 mL of the Moderna mRNA vaccine using a sterile needle & syringe Ensures the prepared syringe is not cold to the touch		
Step 7: Locate the correct intramuscular (IM) injection site (<i>Deltoid 2.5 to 5 cm or 1 to 3 fingers beneath the acromion process over the midaxillary line</i>)		
Step 8: Clean the area with alcohol prep, spread skin taut, & insert the needle at a 90° angle.		
Step 9: When the vaccine is administered, withdraw the needle from the arm, place a cotton ball or gauze pad over the injection site while discarding the needle in a sharps container. Places a bandage over injection site		
Step 10: Fills out COVID-19 Vaccination Record Card correctly. Explains to the patient that they are required to get the second dose of the Moderna COVID-19 mRNA vaccine in 1 month		
<i>Instructors sign when the student has completed each step correctly.</i>		
Instructor Signature: _____	Date: _____	