



MALLA REDDY
DENTAL COLLEGE FOR WOMEN

(SPONSORED BY : CHANDRAMMA EDUCATIONAL SOCIETY)

Affiliation to Kaloji Narayanarao University of Health Sciences, Warangal, Telangana.
Recognised by Dental Council of India, New Delhi

NO.MRDCW /Policy /SEP-2018/01

Standard Operating Procedure (SOP) for Immunization of Dental Students, Faculty and Healthcare Workers in Dental Hospital Departments:

Objective: To establish guidelines for the immunization of dental students and healthcare workers in dental hospital departments, ensuring protection against vaccine-preventable diseases and promoting the health and safety of all personnel and patients.

Scope: This SOP applies to all dental students, faculty, and healthcare workers involved in patient care and clinical activities within the dental hospital departments.

Responsibility: It is the responsibility of all dental students, faculty, and healthcare workers to adhere to this SOP and comply with immunization requirements as outlined by regulatory authorities and institutional policies.

Procedure:

1. Immunization Assessment:

- Conduct an initial assessment of immunization status for all dental students, faculty, and healthcare workers upon admission or employment in the dental hospital departments.
- Review immunization records and documentation to determine the individual's immunization history and current vaccination status.

2. Immunization Requirements:

- Establish immunization requirements based on national guidelines, regulatory standards, and institutional policies.
- Ensure that all dental students, faculty, and healthcare workers receive immunizations for vaccine-preventable diseases.

3. Immunization Administration:

- Provide access to immunization services within the dental hospital departments or through designated healthcare facilities.
- Coordinate immunization schedules and appointments to ensure timely administration of required vaccines.
- Document all administered vaccines, including vaccine type, dose, administration date, and healthcare provider information.



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4. Immunization Records Management:

- Maintain accurate and up-to-date immunization records for all dental students, faculty, and healthcare workers in secure and confidential files.
- Ensure that immunization records are easily accessible for verification and compliance monitoring purposes.

5. Immunization Education:

- Provide comprehensive education and information to dental students, faculty, and healthcare workers regarding the importance of immunizations in preventing vaccine-preventable diseases.
- Offer resources and guidance on vaccine schedules, vaccine safety, potential side effects, and vaccine-preventable diseases.

6. Immunization Monitoring and Compliance:

- Implement a system for monitoring immunization compliance and ensuring that all dental students, faculty, and healthcare workers meet immunization requirements.
- Conduct regular audits and reviews of immunization records to identify individuals who are not in compliance with immunization requirements and follow up accordingly.

7. Immunization Updates and Boosters:

- Monitor immunization schedules and recommendations for updates and booster doses as per national guidelines and recommendations.
- Notify dental students, faculty, and healthcare workers of upcoming immunization updates and facilitate access to vaccination services as needed.

8. Confidentiality and Privacy:

- Maintain strict confidentiality and privacy of immunization records and personal health information in accordance with applicable laws and regulations.
- Limit access to immunization records to authorized personnel involved in immunization management and compliance monitoring.



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9. Review and Revision:

- Periodically review and update the SOP for immunization of dental students and healthcare workers to incorporate changes in immunization recommendations, regulations, and best practices.
- Solicit feedback from stakeholders to identify areas for improvement and implement necessary revisions to enhance the effectiveness of the immunization program.

By following this SOP, dental hospital departments can ensure that all dental students, faculty, and healthcare workers are adequately immunized against vaccine-preventable diseases, promoting a safe and healthy environment for patients and staff.

