

COVID-19 Vaccination Service Site Sign-up Process Clarifications Log: 26
June – 2 July 2024

Please note, the query log will no longer be published on a weekly basis as the site sign up process has now closed.

1. I just wanted to clarify if we need to sign separately for adult and children flu ES if we already signed to PCN Grouping collaboration agreement through PCN that is to deliver both covid and flu vaccine synergistically?

Flu and COVID have separate specifications, requiring separate sign up, which can be found on the NHSBSA website here.

2. We have taken onboard this time round more practices from [REDACTED]. In previous campaigns we had two practices, this time round we had four of the five and yesterday afternoon we received notification from the 5th practice, [REDACTED] advising us that they too would like to join our collaboration as well.

Please can you advise how we go about adding [REDACTED] to our already submitted return?

Please contact your regional team to make any amendments to Response Documents that have already been submitted.

3. I hope you can help. We have made a submission via SnapSurvey for the Covid-19 vaccination service, but have not submitted the Standard Selection Questionnaire Part 1 and Part 2 self-declaration as an organisation who doesn't have an NHS Standard Contract. As recommended, we contacted our NHS England Regional Team to correct it and they suggested to submit it via the Snap Survey, I wanted to make sure there wouldn't be a problem having already sent a submission by mistake.

Please inform your regional team that there may be a duplicate submission. This will not affect your eligibility status.

4. Our Trust previously provided Covid-19 vaccinations to staff and inpatients. To continue to deliver this for 2024-2026 excluding public cohorts. Can you confirm although we are an NHS Standard Contract Holder, do we need to still complete the response document to continue delivering the vaccinations to staff and inpatients.

If you intend to only provide vaccinations to non-public cohorts, i.e. your staff, you do not need to submit a Response Document via this process. Information for providers intending to vaccinate non-public cohorts will be shared, via a separate process, in due course.

5. I am looking to complete the sign up process on behalf of our PCN but I am struggling with the 'Designated Site'.

In previous covid vaccinations our PCN has had 2 designated sites on Foundry, one for our South practices [REDACTED] and one for the North

practices [REDACTED].

From what I have read in the guidance we can only have 1 designated site however, we will need the vaccine delivering to 2 sites (North & South).

Please can you advise how I do this do I need to complete 2 different sign up i.e., [REDACTED] or is there a way of putting two designated sites on the one form?

Each Potential Supplier can only apply to vaccinate from one designated site and should only submit one Response Document. If commissioned under the Site Sign-Up Process the PCN groupings can run Short Term/ Temporary Sites from other member practices or (other healthcare or non healthcare locations), and if these premises are CQC registered, they can store the vaccine overnight at these sites in accordance with the terms of the Contractual Agreement.

6. We are slightly unsure in regards to the email below.

Do we need to sign this as a whole practice?

This question is in relation to the initial communications regarding the Site Sign-Up Process.

Any provider who wishes to participate in this programme should submit a Response Document through this Site Sign-Up Process.

7. Can you please check receipt of the form we have completed and advise regarding any other paperwork that needs completing before the deadline?

Please get in touch with your regional teams to do this. If you have submitted a Response Document, there is no more that needs to be done at present. You will receive a confirmation email to the email addresses submitted when completing the Response Document. The Commissioner may be in touch to request further information if required.

8. A quick question, when are contractors submitting an EOI for the Covid vacc programme likely to hear whether or not they have been successful.

Regional Teams will be in contact with providers shortly. As stated on Page 12 of the Site Sign-Up Process, the Commissioner will endeavour to notify those who have submitted a Response Document of the commissioning outcome 30 days after the Response Deadline. If you have submitted a Response Document, there is no more that needs to be done at present. You will receive a confirmation email to the email addresses submitted when completing the Response Document. The Commissioner may be in touch to request further information if required.

9. I understand that there should be a DOCUSIGN document to complete by email, however I have not received such email.

Please are you able to send this document to me as soon as possible as I understand that the deadline for it is tomorrow.

At present, if you have submitted a Response Document, there is no more that needs to be done at present. You will receive a confirmation email to the email addresses submitted when completing the Response Document. The Commissioner may be in touch to request further information if required

10. I cannot access the website for this again as I need to make another application..
As per the email below
Can you please help me and send me the Link or Allow me to mentor the necessary Additions.

You can find the NHSBSA website here. This contains all service specifications and details of the Site Sign-Up Process.

11. I have been trying to do the sign up for Autumn COVIDs but there is no option to do it on the portal.

I only have Covid vaccine claim and flu claim.

Should there be another option.

You can find the NHSBSA website here. This contains all service specifications and details of the Site Sign-Up Process. Flu and COVID have separate specifications which can be found on the NHSBSA website.

12. I am unable to open the response document via the link can you please email to me.

You can find the NHSBSA website here. This contains all service specifications and details of the Site Sign-Up Process. Flu and COVID have separate specifications which can be found on the NHSBSA website.