

NIVS Communication 8th November 2022

Sent to ALL active NIVS users

LATE Covid Vaccination Entry.

Dear all NIVS Users (on behalf of NHS Digital),

As you will know, a new Service Specification was issued on the 5th of September, which states that providers of COVID-19 vaccinations, must adhere to defined standards of **record keeping ensuring that the vaccination event is recorded on the same day** that it is administered within the Point of Care (PoC) system. It also states that payment claims for vaccinations entered into the PoC system more than 7 days after administration **will not be processed** i.e. the site **will not receive payment** for these administered vaccines.

Soon a technical restriction will be implemented in NIVS that physically stops vaccination events from being recorded **very** late. Once this is implemented, if you are not able to record the vaccination on your local PoC system you must submit a Vaccination Data Resolution Service (VDRS) Amendment Form to the VDRS to update the patient's record. Vaccination events should be recorded on the same day they are administered, hence **this service should only be used in exceptional circumstances.**

Before any VDRS Amendment Forms can be submitted to the VDRS, your Site Lead must have verified your site's generic nhs.net site email address with the VDRS by following the below steps:

Step 1 - Send an initial test email to 'scwcsu.general.vdrsquery@nhs.net' with 'Test' in the subject line. This email **must be from the site's generic site or practice nhs.net email address.**

Step 2 – Wait for the VDRS team to verify the site's email address. They will do this by responding to the test email and confirming that the site's email has been verified.

Once your site's generic nhs.net email has been verified, **all forms from your site must be sent from the verified generic nhs.net email address** to 'scwcsu.general.vdrsquery@nhs.net'. Please note: The VDRS will only accept VDRS Amendment Forms from your site via this email address and they will not accept any form sent from any other email, i.e forms sent from individual email addresses will not be processed.

FOR SUPERUSERS ONLY: More detailed guidance on entering records to the VDRS can be found here: <https://future.nhs.uk/CovidVaccinations/view?objectID=31222320>

Removal of School Covid Sitrep. Estimated delivery date: TBC