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**Detained Estate Deliveries: Site and vaccine security**

**All parties** involved in vaccine deliveries must follow any usual requirements set out by the Care Quality Commission (CQC), custodial teams and other relevant professional regulators for securing all aspects of the deliveries to detained sites, and any conditions of Marketing Authorisation for the vaccine.

Healthcare providers should liaise with their custodial team leads to put in place any reasonable security requirements for the local vaccination services, including delivery and internal transport. Providers should raise any issues or incidents with their commissioner and Regional Vaccination Operations Centre (RVOC).

**Steps to ensure a safe and secure delivery to Detained Sites are:**

1. For vaccine deliveries, **wholesalers** will advise the healthcare team of the estimated delivery time on the fixed day(s)- usually 24 hours before. Detained sites will be mapped into the delivery route for vaccine supply to PCNs. **Deliveries will be made between 09:00 and 17:00 using the fixed delivery days.**
2. **APPROX 30 MINS PRIOR** to the delivery taking place **the driver** will make a pre-delivery phone call to the gatehouse staff**,** advising that they are 30 minutes away and ask the gate staff to contact the healthcare staff.
3. On receipt of this phone call **the gatehouse staff must urgently inform the healthcare staff that delivery of vaccine will be made within 30 minutes** and they are to make their way to the gatehouse to receive the vaccine.
4. On arrival at the prison, **the delivery driver** **should leave the vaccine in the van until the healthcare staff arrive at the gate with a cold box**. This makes sure the vaccine remains at 2-80C throughout the delivery process.
5. Prompt receipt of the vaccine and consumables **by healthcare team** is imperative to ensure that the integrity of vaccine and timelines for other deliveries on the run are maintained. **Providers** should use processes that enable prompt acceptance of the delivery **by designated members of the healthcare team** with authority to sign for the vaccine delivery. **Vaccines must be immediately transferred to the healthcare fridge.**

**COVID Vaccines must not:**

* be removed from the delivery van until the healthcare staff arrive with the cold box
* be accepted on delivery by non-healthcare staff e.g. gate staff
* under any circumstances be placed through the X-ray machine
* be left unattended at the entrance to the detained site
* be stored in non-healthcare fridges (e.g. fridges in the Receiving Incoming Delivery Store (RID) store in High Security Prisons)