



**DIRECTOR GENERAL  
HEALTH  
REPUBLIC OF SOUTH AFRICA**

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**TO:**  
**HEADS OF PROVINCIAL HEALTH DEPARTMENTS**  
**HEADS OF PHARMACEUTICAL SERVICES**  
**DISTRICT AND PHC MANAGERS**  
**COVID-19 VACCINE PROGRAMME MANAGERS**  
**COVID-19 VACCINATION SITE MANAGERS (PUBLIC AND PRIVATE SECTORS)**  
**COVID-19 VACCINATORS**

**CIRCULAR: INFORMATION FOR VACCINATION SITES**

The following issues related to administration of vaccination should be noted:

1. Vaccination codes issued to individuals are no longer assigned to a specific vaccine type. The onus is therefore on **Vaccinators to ensure that they record the correct vaccine that is administered** to an individual on the individual's EVDS record. This is important because incorrect selection of vaccine will lead to incorrect vaccination record/
2. Where there is no record of a first dose, a second dose of a vaccine cannot currently be captured on the EVDS and should therefore not be administered. Further communication will be provided once the EVDS has been updated to accommodate this situation.
3. Vaccinations should be conducted in line with standard vaccine administration process as outlined in the *COVID-19 Vaccine implementation Guide and Toolkit*, and the associated clinical training. The **clinical guidelines do not require routine measurement or recording of vital signs (temperature, pulse and blood pressure) before and/or after vaccination**, and these procedures should not be done routinely.
4. **Vaccinees must be observed for at least 15 minutes** following vaccination (30 minutes if the vaccinee is considered at risk of anaphylaxis). At this time any health care professional or a person with first aid training must observe the clients to make sure they are well immediately after vaccination. **Vital signs should only be measured (as part of clinical assessment) if the vaccinee reports symptoms or develops clinical signs** during this period of observation. Any **adverse event following immunisation (AEFI) must be managed, documented and reported** as outlined in the *Vaccine Implementation Guide and Toolkit*, and associated training materials.

5. Department of Correctional Services personnel will be accessing vaccinations at public and private sites. Please note the following:
  - 5.1. All **DCS employees have been registered on the EVDS (Electronic Vaccine Data System)** using a bulk upload methodology.
  - 5.2. An SMS notifying all employees of their registration on the EVDS is not possible because the bulk upload of employee information from DCS did not contain the cellphone numbers of all employees.
  - 5.3. All **DCS employees (irrespective of age) can now access any vaccination site (public or private sector) in the country** without having to undertake self-registration or being scheduled.
  - 5.4. DCS employees should be vaccinated on presentation of both of the following:
    - I. South African Identification Card or South African Residents permit if a foreigner
    - II. Proof of employment at DCS
    - III. Medical Aid card details (if applicable).
  - 5.5. If the information of any DCS employees is not found on the EVDS on the presentation of the employee at a vaccination site, the following should be done:
    - I. If the employee is **35 years or older**, they will be able to register immediately on the EVDS at the site using the self-registration portal. Once registered these employees will be vaccinated either on the same day or given a suitable appointment.
    - II. If the employee is **younger than 35 years of age**, he/she should contact his/her Human Resources office to escalate the omission to Head Office for the attention of Mr Sello Pooe or Mr Simtandile Dlepuma on the following emails: [Sello.Dlepuma@dcs.gov.za](mailto:Sello.Dlepuma@dcs.gov.za) and [Simtandile.Dlepuma@dcs.gov.za](mailto:Simtandile.Dlepuma@dcs.gov.za) respectively.



DR NICHOLAS CRISP (DEPUTY DIRECTOR GENERAL: NHI)

For DR SSS BUTHELEZI  
DIRECTOR-GENERAL: HEALTH  
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