

# STANDING ORDERS FOR Administering Meningococcal ACWY Vaccine to Children and Teens

## Purpose

To reduce morbidity and mortality from meningococcal disease caused by serotypes A, C, W, or Y by vaccinating all children and teens who meet the criteria established by the Centers for Disease Control and Prevention's Advisory Committee on Immunization Practices.

## Policy

Where allowed by state law, standing orders enable eligible nurses, pharmacists, and other healthcare professionals to assess the need for and vaccinate children and teens who meet any of the criteria below.

## Procedure

### 1 Assess children and teens for need of vaccination against meningococcal disease according to the following criteria:

#### *Routine meningococcal ACWY vaccination*

- Age 11–12 years who have not received MenACWY at age 10 years or older
- As catch-up for ages 13–15 years who have not received MenACWY at age 10 years or older
- Age 16 years and in need of dose #2
- Ages 17 through 18 years and in need of dose #2 as catch-up
- As catch-up for all unvaccinated teens ages 16 through 18 years
- Consider catch-up for age 19 through 21 years who have not received a dose on or after their 16th birthday
- First-year college students living in a residential facility who were never vaccinated, who were last vaccinated when younger than age 16 years, or whose most recent dose, if given at age 16 or older, was administered more than 5 years earlier.

#### *Risk-based meningococcal ACWY vaccination*

Children age 2 months and older with

- Diagnosis of persistent complement component deficiency (an immune system disorder) or use of a complement inhibitor (e.g., Soliris [eculizumab] or Ultomiris [ravulizumab])
- Diagnosis of anatomic or functional asplenia (including sickle-cell disease)
- Diagnosis of infection with human immunodeficiency virus

Children age 2 months and older who

- Are part of an outbreak attributable to a vaccine serogroup
- Anticipate travel to a country where meningococcal disease is hyperendemic or epidemic, particularly if contact with the local population will be prolonged

### 2 Screen for contraindications and precautions

#### *Contraindications*

- Do not give MenACWY vaccine to a child or teen who has a history of a serious allergic reaction (e.g., anaphylaxis) after a previous dose of meningococcal vaccine or to a meningococcal vaccine component, including diphtheria toxoid (for Menactra), CRM197 (for Menveo), or tetanus toxoid (for MenQuadfi). For information on vaccine components, refer to the manufacturer's package insert ([www.immunize.org/fda](http://www.immunize.org/fda)) or go to [www.cdc.gov/vaccines/pubs/pinkbook/downloads/appendices/B/excipient-table-2.pdf](http://www.cdc.gov/vaccines/pubs/pinkbook/downloads/appendices/B/excipient-table-2.pdf).

#### *Precaution*

- Moderate or severe acute illness with or without fever
- Preterm birth if younger than age 9 months (for Menveo only)

### 3 Provide Vaccine Information Statements

Provide all patients (or, in the case of a minor, their parent or legal representative) with a copy of the most current federal Vaccine Information Statement (VIS) available at [www.immunize.org/vis](http://www.immunize.org/vis). You must document in the patient's

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medical record or office log, the publication date of the VIS and the date it was given to the patient (parent/legal representative). Provide non-English speaking patients with a copy of the VIS in their native language, if one is available and desired; these can be found at [www.immunize.org/vis](http://www.immunize.org/vis).

#### 4 Prepare to Administer Vaccine

Choose the needle gauge, needle length, and injection site according to the following chart:

AGE OF CHILD/TEEN	NEEDLE GAUGE	NEEDLE LENGTH	INJECTION SITE
Infants (2 through 11 months*)	22-25	1"	Anterolateral thigh muscle
Toddlers (1 through 2 years)	22-25	1-1¼"	Anterolateral thigh muscle**
		5/8***-1"	Deltoid muscle of arm
Children (3 through 10 years)	22-25	5/8***-1"	Deltoid muscle of arm**
		1-1¼"	Anterolateral thigh muscle
Adolescents and Teens (11 through 18 years)	22-25	5/8***-1"	Deltoid muscle of arm**
		1-1½"	Anterolateral thigh muscle

\*Only Menveo vaccine can be used for infants age 2 through 8 months; either Menveo or Menactra can be used in infants beginning at age 9 months; MenQuadfi may be used beginning at age 2 years.

\*\*Preferred site

\*\*\*A 5/8" needle may be used for children for IM injection in the deltoid muscle only if the skin is stretched tight, the subcutaneous tissue is not bunched, and the injection is made at a 90-degree angle to the skin.

#### 5 Administer 0.5 mL vaccine via the intramuscular (IM) route

*Schedule and criteria for routine vaccination with MenACWY*

AGE OF PATIENT	SCHEDULE
For preteens age 11 through 12 years	Give dose #1 of a 2-dose series. (Dose #2 will be due at age 16 years.)
For teens age 13 through 15 years	Give catch-up dose #1 of 2-dose series. (Dose #2 will be due at age 16 through 18 years.)
For teens age 16 years	Give dose #2. Separate from dose #1 by at least 8 weeks.
For teens age 17 through 18 years	Give catch-up dose #2.
Catch-up for all teens age 16 through 18 years	If no history of prior vaccination, give 1 dose of MenACWY.
For first year college students living in a residential facility	If no history of prior vaccination, give 1 dose of MenACWY. If history of 1 dose of MenACWY given when younger than age 16 years, or if given after the 16th birthday but more than 5 years previously, give dose #2 of MenACWY.

*Schedule and criteria for MenACWY vaccination in people with underlying medical conditions or other risk factors*

For children, adolescents, and teens with risk factors as identified in section 1 on the previous page, refer to "Meningococcal ACWY Vaccine Recommendations by Age and Risk Factor" found at [www.immunize.org/catg.d/p2018.pdf](http://www.immunize.org/catg.d/p2018.pdf).

#### 6 Document Vaccination

Document each patient's vaccine administration information and any needed follow-up in the following places:

**Medical record:** Record the date the vaccine was administered, the manufacturer and lot number, the vaccination site and route, and the name and address and, if appropriate, the title of the person administering the vaccine. You must also document, in the patient's medical record or office log, the publication date of the VIS and the date it was given to the patient. Note that medical records/charts should be documented and retained in accordance with applicable state laws and regulations. If vaccine was not administered, record the reason(s) for non-receipt of the vaccine (e.g., medical contraindication, patient refusal); discuss the need for vaccination with the patient (or, in the case of a minor, their parent or legal representative) at the next visit.

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**Personal immunization record card:** Record the date of vaccination and the name/location of the administering clinic.

**Immunization Information System (IIS) or "registry":** Report the vaccination to the appropriate state/local IIS, if available.

**7 Be Prepared to Manage Medical Emergencies**

Be prepared for management of a medical emergency related to the administration of vaccine by having a written emergency medical protocol available, as well as equipment and medications. For Immunize.org's "Medical Management of Vaccine Reactions in Children and Teens in a Community Setting," go to [www.immunize.org/catg.d/p3082a.pdf](http://www.immunize.org/catg.d/p3082a.pdf). For Immunize.org's "Medical Management of Vaccine Reactions in Adults in a Community Setting," go to [www.immunize.org/catg.d/p3082.pdf](http://www.immunize.org/catg.d/p3082.pdf). To prevent syncope in older children, vaccinate patients while they are seated or lying down and consider observing them for 15 minutes after receipt of the vaccine.

**8 Report Adverse Events to VAERS**

Report all adverse events to meningococcal vaccine to the federal Vaccine Adverse Event Reporting System (VAERS). To submit a VAERS report online (preferred) or to download a writable PDF form, go to <https://www.vaers.hhs.gov/reportevent.html>. Further assistance is available at (800) 822-7967.

**Standing Orders Authorization**

This policy and procedure shall remain in effect for all patients of the Hart Medical Consulting  
NAME OF PRACTICE OR CLINIC

effective 01/01/2023 until rescinded or until 12/31/2026  
DATE DATE

Medical Director BRYCE A. PALCHAK / [Signature] 15 May 2023  
PRINT NAME SIGNATURE DATE



# STANDING ORDERS FOR Administering Meningococcal ACWY Vaccine to Adults

## Purpose

To reduce morbidity and mortality from meningococcal disease caused by serotypes A, C, W, or Y by vaccinating all adults who meet the criteria established by the Centers for Disease Control and Prevention's Advisory Committee on Immunization Practices.

## Policy

Where allowed by state law, standing orders enable eligible nurses, pharmacists, and other healthcare professionals to assess the need for and vaccinate adults who meet any of the criteria below.

## Procedure

### 1 Assess adults for need of vaccination against meningococcal disease according to the following criteria:

#### *Routine meningococcal ACWY vaccination*

- First-year college students living in a residential facility who were never vaccinated, who were last vaccinated when younger than age 16 years, or who were vaccinated after their 16th birthday but more than 5 years earlier.
- Military recruits
- Adults age 19 through 21 years who have not been vaccinated with a dose of MenACWY since their 16th birthday may be vaccinated.

#### *Risk-based meningococcal ACWY vaccination*

- Diagnosis of persistent complement component deficiency (an immune system disorder) or use of a complement inhibitor (i.e., Soliris [eculizumab] or Ultomiris [ravulizumab])
- Diagnosis of anatomic or functional asplenia (including sickle-cell disease)
- Diagnosis of human immunodeficiency virus (HIV) infection
- Part of an outbreak attributable to a vaccine serogroup
- Anticipated travel to a country where meningococcal disease is hyperendemic or epidemic (e.g., the "meningitis belt" of sub-Saharan Africa), particularly if contact with the local population will be prolonged
- Employment as a microbiologist with routine exposure to isolates of *N. meningitidis*

### 2 Screen for contraindications and precautions

**Contraindications** – Do not give MenACWY vaccine to an adult who has experienced a serious systemic or anaphylactic reaction to a prior dose of the vaccine or to any of its components. For information on vaccine components, refer to the manufacturer's package insert ([www.immunize.org/fda](http://www.immunize.org/fda)) or go to [www.cdc.gov/vaccines/pubs/pinkbook/downloads/appendices/B/excipient-table-2.pdf](http://www.cdc.gov/vaccines/pubs/pinkbook/downloads/appendices/B/excipient-table-2.pdf).

**Precaution** – Moderate or severe acute illness with or without fever

### 3 Provide Vaccine Information Statements

Provide all patients with a copy of the most current federal Vaccine Information Statement (VIS) available at [www.immunize.org/vis](http://www.immunize.org/vis). You must document in the patient's medical record or office log, the publication date of the VIS and the date it was given to the patient. Provide non-English speaking patients with a copy of the VIS in their native language, if one is available and desired; these can be found at [www.immunize.org/vis](http://www.immunize.org/vis).

### 4 Review the vaccination schedule and criteria for MenACWY

For schedule of vaccination of adults with risk factors as identified in section 1 above, refer to "Meningococcal Vaccination Recommendations by Age and Risk Factor for Serogroups A, C, W, or Y Protection" found at [www.immunize.org/catg.d/p2018.pdf](http://www.immunize.org/catg.d/p2018.pdf).

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### 5 Prepare to Administer Vaccine

Choose the needle gauge, needle length, and injection site according to the following chart:

BIOLOGICAL SEX AND WEIGHT OF PATIENT	NEEDLE GAUGE	NEEDLE LENGTH	INJECTION SITE
Female or male less than 130 lbs	22-25	5/8" - 1"	Deltoid muscle of arm
Female or male 130-152 lbs	22-25	1"	Deltoid muscle of arm
Female 153-200 lbs	22-25	1-1 1/2"	Deltoid muscle of arm
Male 153-260 lbs	22-25	1-1 1/2"	Deltoid muscle of arm
Female 200+ lbs	22-25	1 1/2"	Deltoid muscle of arm
Male 260+ lbs	22-25	1 1/2"	Deltoid muscle of arm
Female or male, any weight	22-25	1" - 1 1/2"	Anterolateral thigh muscle

\* Alternate needle lengths may be used for IM injections if the skin is stretched tightly, the subcutaneous tissues are not bunched, and the injection is made at a 90° angle to the skin, as follows: a) a 5/8" needle for adults weighing less than 130 lbs (<60 kg) or b) a 1" needle for administration in the thigh muscle for adults of any weight.

### 6 Administer MenACWY Vaccine, 0.5 mL, IM, according to the table below:

HISTORY OF PREVIOUS MenACWY VACCINATION	DOSE AND SCHEDULE FOR ADMINISTRATION OF MenACWY
0 documented doses, or none known	Give MenACWY dose #1**
1 or more previous doses and in a risk group (see #1 on page 1)	Give an additional dose every 5 years if risk continues
A first year college student living in a residence hall with history of either a) no prior MenACWY vaccination, b) only 1 dose given and was younger than age 16 years, or c) most recent dose given after 16th birthday and more than 5 years have elapsed.	Give 1 dose

\*\* Persons with immunocompromising conditions or functional or anatomic asplenia should receive a 2nd dose at least 8 weeks after dose #1 followed by a dose every 5 years thereafter if they remain immunocompromised.

### 7 Document Vaccination

Document each patient’s vaccine administration information and any needed follow-up in the following places:

**Medical record:** Record the date the vaccine was administered, the manufacturer and lot number, the vaccination site and route, and the name and address and, if appropriate, the title of the person administering the vaccine. Note that medical records/charts should be documented and retained in accordance with applicable state laws and regulations. If vaccine was not administered, record the reason(s) for non-receipt of the vaccine (e.g., medical contraindication, patient refusal); discuss the need for vaccination with the patient at the next visit.

**Personal immunization record card:** Record the date of vaccination and the name/location of the administering clinic.

**Immunization Information System (IIS) or “registry”:** Report the vaccination to the appropriate state/local IIS, if available.

### 8 Be Prepared to Manage Medical Emergencies

Be prepared for management of a medical emergency related to the administration of vaccine by having a written emergency medical protocol available, as well as equipment and medications. For Immunize.org’s “Medical Management of Vaccine Reactions in Adults in a Community Setting,” go to [www.immunize.org/catg.d/p3082.pdf](http://www.immunize.org/catg.d/p3082.pdf). For Immunize.org’s “Medical Management of Vaccine Reactions in Children and Teens in a Community Setting,” go to [www.immunize.org/catg.d/p3082a.pdf](http://www.immunize.org/catg.d/p3082a.pdf). To prevent syncope, vaccinate patients while they are seated or lying down and consider observing them for 15 minutes after receipt of the vaccine.

### 9 Report Adverse Events to VAERS

Report all adverse events following the administration of meningococcal vaccine to the federal Vaccine Adverse Event Reporting System (VAERS). To submit a VAERS report online (preferred) or to download a writable PDF form, go to <https://vaers.hhs.gov/reportevent.html>. Further assistance is available at (800) 822-7967.

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### Standing Orders Authorization

This policy and procedure shall remain in effect for all patients of the Hart Medical Consulting  
effective 1/01/2023 until rescinded or until 12/31/2026  
Medical Director BOYCE A. PALCITUK / [Signature] 15 Aug 2023

