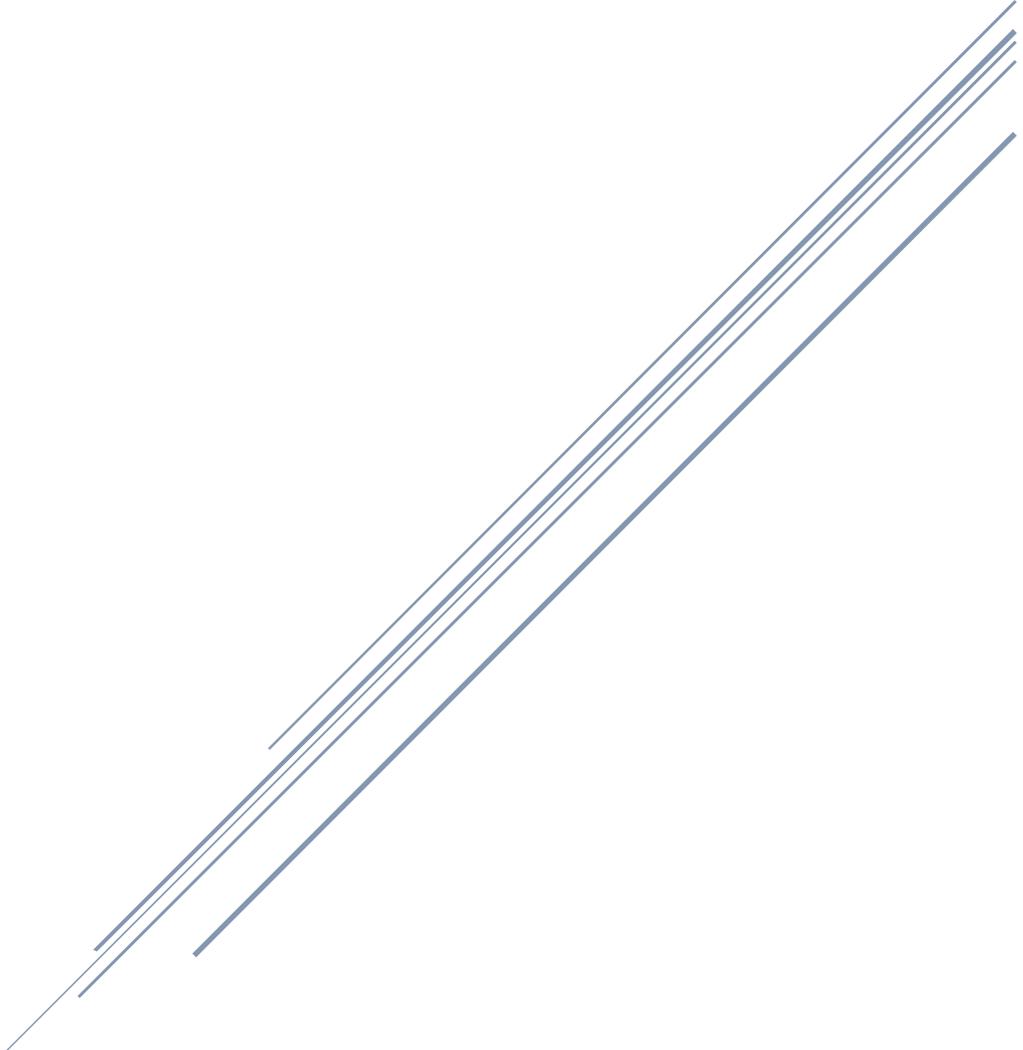


COVID-19 VACCINE RESOURCE GUIDE TO SUPPORT COMMUNITY- LED VACCINATION EFFORTS



Washington State Department of Health
COVID-19 Vaccine Action Command and Coordination System
(VACCS) Center

Contents

COVID-19 Vaccine Resource Guide to Support Community-led Vaccination Efforts (version 1.0 April 9, 2021)	2
1. DOH COVID-19 Vaccine Equity Strategies.....	2
2. Financial Resources.....	2
3. Communications and Information.....	3
4. Vaccine Booking.....	3
5. Non-publicly posted appointments.....	3
6. Getting Started to Create a Site (Pop-up or Other).....	3
7. Transportation Resources.....	5
8. Reaching Community Members at Home.....	6
9. Other DOH Resources.....	6
10. Other Private Sector Resources.....	6



To request this document in another format, call 1-800-525-0127. Deaf or hard of hearing customers, please call 711 (Washington Relay) or email civil.rights@doh.wa.gov.

COVID-19 Vaccine Resource Guide to Support Community-led Vaccination Efforts (version 1.0 April 9, 2021)

The Washington State Department of Health and the Public-Private Partnership recognize that community-led and community-rooted organizations are best equipped to plan vaccination efforts that are accessible to the communities they serve. We are grateful for the ongoing work of our community partners who have mobilized to meet the needs of Washington's communities throughout the pandemic and have developed this resource guide to assist in community-driven vaccination efforts. We will continue to add new resources with time.

These are resources that we hope will aid you in your work to mobilize your communities to get vaccinated, but we recognize the importance of the leadership CBOs undertake in providing a wide range of support to your diverse communities. Please let us know any suggestions you have for changes to make this guide more helpful to you. Send suggestions to VACCSCenterSupport@doh.wa.gov.

1. DOH COVID-19 Vaccine Equity Strategies.

The DOH has identified eight vaccine equity strategies. These strategies form a pathway to ensure our public health system efforts lead toward vaccine equity, but some of the resources may also be helpful for community-based organizations:

- a. [COVID-19 Vaccine Engagement: Washington State Department of Health](#).

2. Financial Resources.

- a. **ALL In WA** has established a Vaccine Equity Initiative Fund and is awarding grants up to \$50,000 (depending on funding availability). The [Vaccine Equity Initiative - All In WA - Washington State](#) will support equitable distribution of vaccines by streamlining and targeting funds to trusted, community-based organizations that can conduct linguistically and culturally-specific vaccine education and outreach to workers, individuals, and families most impacted, as well as facilitate mobile and pop-up vaccine clinics and address transportation barriers.
- b. **HHS, Office of Minority Health** has a notice of an award out to fund CBOs, see [website](#) for details. Contact your local public health department to identify potential vaccine support resources including local funding of CBOs for vaccine education and administration.
- c. **CDC** will provide funds to State Health Departments under [the Coronavirus Preparedness and Response Supplemental Appropriations Act](#) and DOH will follow up with the [Collaborative](#) in terms of how those funds will be allocated.

3. Communications and Information.

- a. DOH has communications information available via our [Partner Toolkit](#) to help spread the facts about COVID-19 vaccinations. We have additional resources and information on [this page](#) that are available in 36 or more languages.
- b. The CDC has a general health education toolkit in English and Spanish. [Community-Based Organizations COVID-19 Vaccine Toolkit | CDC.](#)
- c. Center for Medicaid Services, (CMS) has [general information on vaccines.](#)
- d. CDC Foundation is sponsoring webinars to target CBOs working on Vaccines. Resources for CBOs and the webinar series can be found [here](#).
- e. [HHS Office of Minority Health.](#)

4. Vaccine Booking.

- a. DOH's [Vaccine Locator tool](#) is available in 30 languages and designed for accessibility (e.g. font and color adjustable to aid for visually impaired). To select language, click on the globe in the upper right corner of the user interface. To adjust accessibility settings, click on the person image in the circle located in the lower right corner of the user interface.
- b. In addition the [DOH 211 Call Center](#) has increased capacity, including an individualized live agent service to assist Washingtonians who need assistance booking appointments. Dial [1-800-525-0127](#) for instructions. Spanish-speaking callers (press 2) and all other callers with limited English proficiency (press 3). You may also find information about what to expect for telephonic interpretation services.
- c. [Vaccine Bookers](#) is a volunteer group formed this year to aid Washingtonians who need assistance locating COVID-19 vaccine provider sites with available appointments and booking an appointment. Vaccine Bookers is available to assist CBOs—either by providing training to aid community members with obtaining vaccine appointments—or directly working with your members to book appointments (only available for English-speaking community members). Find tips [here](#) (note that beginning March 31, 2021, DOH will no longer require proof of vaccine eligibility with Phase Finder).

5. Non-publicly Posted Appointments.

Providers may reserve some appointments to assure equity is achieved. To find out more about this statewide resource, contact your LHJ to partner on community-specific vaccination clinics. One successful strategy has been to cooperate with a vaccine provider and request they do outbound calls to members of your organization (include name, phone number, and language spoken).

6. Getting Started to Create a Site (Pop-up or Other).

While it is easiest to direct your community to an existing clinic (Mass Vaccination Site, pharmacy, or other provider), you may determine that setting up a Pop-Up clinic is also desirable to reach and serve your community. There are a whole host of issues and steps to set up a site or a mobile clinic.

- a. **Video Overview of a Site.** Watch the SEL Vaccination Tour (short video of their site) [Vaccine Clinic Resources | Schweitzer Engineering Laboratories \(selinc.com\)](#).
- b. **Size Your Site for Planning.** See pages 32-33 of the [Challenge Seattle Playbook](#) (Through-Put Matrix and Assumptions for Daily Totals (page 33); Site Space Size Requirements and Assumptions (page 32)).
- c. **Partner with a State Approved Vaccine Provider.** The easier avenue is to partner with a provider who is already established with DOH to get vaccine supply. Alternatively, you can work with your Local Health Jurisdiction or DOH about how to develop a plan for a pop-up site for your community members.
- d. **Playbooks to Set-up a Vaccination Site.** There are several useful playbooks:
 - o [Challenge Seattle Playbook. Vaccine Playbook for Public-Private Partnerships.](#) For coverage of essential elements for all size vaccination sites, see Sections 5, page 2.
 - o SEL Vaccine Clinic Resources [Vaccine Clinic Resources | Schweitzer Engineering Laboratories \(selinc.com\)](#). The SEL Vaccine Clinic Hotline is [509-592-4784](tel:509-592-4784) or email: covid@selinc.com.
 - o Amazon. [Pop-Up Vaccine Clinic Playbook.](#)
 - o [CDC Playbook.](#) The CDC Playbook, published in October 2020, contains information on a variety of site modalities.
 - o King County's [COVID-19 Community Vaccination Event Planning Workbook - CBOs and FBOs \(kingcounty.gov\)](#).
- e. **Free Private Sector Advisors on Logistics Planning to Stand Up Vaccination Sites.** VACCS Center partners Amazon, Kaiser-Permanente, Microsoft, Providence, Starbucks and Schweitzer Engineering Laboratories have all been involved in rapidly standing up a variety of site modalities in the past few months. They have offered individuals with “on-the-ground” experience to provide logistical advice to help community leaders quickly plan and stand-up a CBO site appropriate to the community and environment, including:
 - o site selection
 - o modality best suited to community’s needs
 - o how to partner with providers
 - o general planning and logistical issues
- f. **Pre-launch of Site Checklist.** See pages 8-10 of [Amazon Pop-Up Vaccine Clinic Playbook.](#)
- g. **Facilities.** The Washington Roundtable has members around the state with facilities that may be suitable for establishing an indoor or drive thru pop-up vaccination site. If you have a need for facilities contact the DOH VACCS Center Support: VACCSCenterSupport@doh.wa.gov. Please provide specifics for the facility needs, i.e., size, location, and anticipated number of people to be vaccinated.
- h. **Non-clinical supplies.** If you need non-clinical supplies that you or your partners cannot meet, the VACCS Center has a list of private partners, including Amazon, who may be able to fulfill that supply need. Contact DOH VACCS Center Support: VACCSCenterSupport@doh.wa.gov.
- i. **Telecommunications Support.** For telecommunications needs (wireless network connectivity, devices, wi-fi-hotspots, extended coverage and capacity, etc.), T-Mobile

may be able to assist. Contact: Robert Vickers, Emergency Response Team, Robert.Vickers@T-Mobile.com.

- j. **Pacific Northwest Regional Council of Carpenters.** The PNWRCC has volunteer carpenters that may be able to support you, either utilizing carpentry skills or otherwise as needed. Send inquiries to Dale Dvorak, ddvorak@nwcarpenters.org. If you have need for additional volunteers, please contact DOH VACCS Center Support: VACCSCenterSupport@doh.wa.gov.
- k. **CDC** also has [guidance on pop clinics and mobile clinics for communities](#). For additional resources contact your local health jurisdiction.
- l. Other DOH equitable site planning resources that you can use in partnership and conversation with your LHJ:
 - o King County will take translations request for signage. You can email ESJ Languages at ESJLanguages@kingcounty.gov. There is also a list of most common words needed for a vaccine site's signage (available in 20 languages).
 - o Find information about how to prioritize vaccination sites in areas with a [COVID-19 Social Vulnerability Index](#) of 7+
 - o [Language Access Planning Tool \(PDF\)](#)
 - o [Equitable Vaccine Site Planning Tool \(PDF\)](#)
 - o [Checklist to Ensure that Vaccine Sites are Accessible to People with Disabilities \(PDF\)](#)
 - o [Center for Independence](#)
 - o [The Partnerships for Inclusive Disaster Strategies](#)
 - o [More information and training resources to support Accessible Vaccine in Washington State.](#)

7. Transportation Resources.

The VACCS Center is working to identify additional ridership solutions. Here are some:

- a. King County:
 - o Link light rail is free for traveling to and from vaccination sites.
 - o King County Metro is currently working on additional route possibilities.
 - o Older adults and people with disabilities may use King County Access. King County Access paratransit has expanded their eligibility for transporting community members. Older adults and people with disabilities are eligible. They have temporarily lifted requirements for going through a certification process. Find more information and additional King County Transportation Resources: [Take Transit to Take Your Shot: Here are ways to get to your vaccination appointment – Metro Matters.](#)
- b. Pierce County: There is free ridership on Pierce Transit to and from vaccination sites.
- c. [Spokane Transportation Directory \(PDF\)](#)
- d. The Washington Health Care Authority (HCA) publishes a [listing of transportation providers](#) to enable access to health care services. Medicaid community members are entitled to reimbursement for transportation to get vaccinated.
- e. [Hopelink](#) operates services at multiple locations in Washington state, that serve homeless and low-income families, children, seniors and people with disabilities in north

and east King County. Hopelink also provides transportation services throughout King and Snohomish Counties.

- Main line: 425 869-6000
 - Community members can find low cost or free transportation in the county by accessing Find a Ride at www.findaride.org.
- f. For King, Pierce and Snohomish Counties, see also: [Find a Ride](#)
- g. Lyft and Uber. We are working with United Way, Lyft, and Uber on making available free rides to and from vaccination sites for CBO community members where transportation is a challenge. If you want more information about this, contact DOH VACCS Center Support: VACCSCenterSupport@doh.wa.gov.
- h. For additional transportation assistance, please contact your [Local Health Jurisdiction](#) to express the gap and explore options.

8. Reaching Community Members at Home.

In some circumstances, the only way for a community member to get vaccinated is by a nurse conducting an in-home visit or other private health provider. For more information, contact your Local Health Jurisdiction using this [interactive map](#).

9. Other DOH Resources.

DOH also has established the Care Connect Washington program to provide resources to support community members who are home-bound due to COVID. Some may qualify for grocery delivery, payment of certain utilities, free meals, funds for fuel and public transportation fare. [Introducing 'Care Connect Washington' – A new way to get COVID-19 relief > Washington State Department of Health](#).

10. Other Private Sector Resources.

In King County, contact Peter Adler, Chief, COVID-19 Partnerships for Public Health, Seattle & King County, PHPartnerships@kingcounty.gov for potential private sector resources that can be tapped.

If other resources are needed to mobilize your community to get vaccinated, please contact the VACCS Center, VACCSCenterSupport@doh.wa.gov, which is working to surface private sector offerings, including through members of Challenge Seattle and Washington Roundtable.