

Dr. G. McDOWALL  
Dr. R. C. W. LAVELLE  
Dr. R. KINSLER  
Dr. R. WILLIAMS  
Dr. J. BARRETT  
Dr. A. CHOUDHRY  
Dr. S. GRAYEFF  
Dr. N. HASAN  
Dr. L. EZEKOBE

**LISTER HOUSE SURGERY**  
THE COMMON  
HATFIELD  
HERTFORDSHIRE  
AL10 0NL  
  
[www.listerhouse.nhs.uk](http://www.listerhouse.nhs.uk)

T: 01707 283450  
**FOR APPOINTMENTS**  
**TELEPHONE**  
**01707 283450**  
  
8.30 am - 6.00 pm

To whom it may concern,

Dear <Name>

## **COVID-19 Vaccination for Eligible Adults**

I would like to inform you that we will soon be making COVID-19 vaccinations available to adults identified as being at highest risk of catching the disease and of suffering serious complication or dying from COVID-19.

Information about COVID-19 vaccines is available at:  
[www.nhs.uk/conditions/coronavirus-covid-19/coronavirus-vaccination/coronavirus-vaccine](http://www.nhs.uk/conditions/coronavirus-covid-19/coronavirus-vaccination/coronavirus-vaccine)

For women of childbearing age, please read the detailed guidance at:  
[www.nhs.uk/covidvaccination](http://www.nhs.uk/covidvaccination)

This year, we will be running our COVID clinics differently to ensure that we are COVID safe. We have further details on our website: [www.listerhouse.nhs.uk/clinics-we-offer](http://www.listerhouse.nhs.uk/clinics-we-offer)

It is vital that you **DO NOT** attend for vaccination if you or a member of your household currently has symptoms of COVID-19, or if you are self-isolating due to contact with a suspected confirmed case of COVID-19.

### **What is the COVID vaccine?**

The COVID vaccination is a vaccination that has been designed to protect patients at risk of developing COVID.

To be fully protected by the vaccination you must have **2 vaccinations** a few weeks apart. You will be given a date for your 2<sup>nd</sup> vaccinations at the time of booking your first appointment.

### **You will need to have BOTH vaccines to be fully covered.**

### **Who can have the vaccine?**

The COVID-19 vaccines will become available as they are approved for use and as each batch is manufactured. You will be contacted as soon as there is enough vaccine available.

Some people who are housebound or live in a care home and who can't get to a local vaccination centre may have to wait for a supply of the right type of vaccine. This is because only some vaccines can be transported between people's homes.

**The vaccine will also be offered in age order to:**

- those aged over 80 years
- those aged over 75 years
- those aged over 70 years
- adults on the NHS shielded patient list
- those aged over 65 years
- adults under 65 years with long term conditions.

**You can visit our website to see which group of patients are currently being vaccinated.**

### **How do I make my appointment?**

The practice will be inviting patients by either text/ phone call or post in priority order (as above) to have their vaccination (you should ensure that you have updated the practice with your mobile number). When you receive your message to say you are in the current priority group you can contact the practice by phone to make an appointment. ***Please do not contact the practice until you have received this text message.***

If you unsure what group is being vaccinated you can also check our website which will be updated regularly with this information.

When calling to book the appointment the receptionist will book you **2 appointments at the time of booking**. The 1<sup>st</sup> for the initial COVID vaccine and the 2<sup>nd</sup> for the top up a few weeks later.

If one clinic is fully booked you may be asked to call again when more slots are available.

### **Where will the clinics be held?**

Clinics for COVID vaccinations will not be held at the practice. You will need to attend a vaccination centre. We ask that where possible you attend the clinic alone to reduce congestion on site. However if you have a carer or someone that helps support you, you can bring this person.

The Vaccination centre will be at the University of Hertfordshire.

**Bellingham Common Room  
Roberts Way  
Hatfield  
AL10 9UW**

See enclosed a details map of the site and location.

The practice has had to make this change in order to provide the vaccine safely to everyone that needs it.

We will have access to our computer system so we will be able to identify when you arrive on the site.

**What about car parking?**

Parking is available for up to 1 hour in the Roberts Way Car Park on the university site.

Entrance to the site is located off Bishops Rise, at the roundabout. Parking is available across the accommodation site (please see enclosed map). Please follow signs to the Vaccination Centre located in Bellingham Court Common Room.

**Can I just have the vaccine at the practice?**

No, due to the constraints on how the vaccine is transported, stored and given this is not possible.

**What will happen on the day?**

We ask that you **do not arrive before your appointment time**. This is to prevent too many people being seen at one time within the clinic. If you can, we advise you wait in the car until just before your appointment time.

The university site will have signs on site helping to direct you to the correct venue. On arrival at Bellingham Court you will be asked to queue up outside, maintaining social distancing at all times. You will be asked to remove your coat and expose your upper arm. You will be directed to one of the clinicians where you will get the vaccination and then asked to leave via one way system out of the front door. Signs will be placed on walls/ floor to help guide you and staff will also be available to assist you.

The venue will have clinicians from different practices inside. You will be directed to see with a GP or nurse from Lister House surgery to receive your vaccination.

We expect the clinics to be organised and fast paced so there will be no chairs to sit on.

**YOU MUST WEAR A FACE COVERING WHEN ATTENDING.**

Please wash your hands before and after attending for your injection. This can be done at home as the toilets in the venue will be closed on clinic days.

**How long will it take?**

We do not expect each appointment to take very long, however all appointments have been spaced out to ensure social distancing measures so there may be some waiting.

**Will I just be offered my COVID vaccination?**

Yes, we are unable to offer any other vaccines or health care services during this appointment. You will need to contact the surgery directly for any other issues.

**Where do I go for my second vaccination?**

Your 1<sup>st</sup> and 2<sup>nd</sup> vaccination will take place at the university a few weeks apart.

**What happens after my vaccination?**

Indications are that some vaccine recipients may experience a painful heavy arm where they had the injection and may feel tired or have a mild fever for a couple of days. These are common side effects following vaccination. If required paracetamol may help to reduce these effects and keep you as comfortable as possible following vaccination. Please read the product information for more details on the vaccine and possible side effects by searching Coronavirus Yellow Card online. You can also report suspected side effects on the same website or by downloading the Yellow Card app.

See leaflet enclosed for more details.

.....  
.....

**IF YOU DO NOT WISH TO HAVE A COVID-19 VACCINATION**

(Please tick the box below, sign & return the tear-off slip)

I **do not** wish to have a COVID-19 vaccination

Full Name \_\_\_\_\_ Date of birth \_\_\_\_\_

NHS No \_\_\_\_\_:

Signature: ..... Date: .....

Yours sincerely,

The Partners (Lister House Surgery)