

Getting your COVID-19 vaccination

The COVID-19 vaccination programme is now well underway. The vaccine is safe, effective and has been taken up by thousands of people in priority groups across Manchester. It's now being rolled out to all health and social care.

There are three routes for vaccination of your staff.

1. Hospital Hubs
2. Mass Vaccination Site
3. Spare slots at PCNs (to support vaccine not being wasted)

Hospital Hubs

The main route for staff vaccination will be the hospital hub at Manchester University Hospital NHS Foundation Trust (MFT). Your staff will be able to book in to one of four sites:

- Manchester Royal Infirmary
- Wythenshawe Hospital
- North Manchester General Hospital
- Trafford General Hospital

Slots at these sites are available 7 days a week 8am to 7.30pm. (Please note the exception to this is the site at Trafford General Hospital which is only available to book onto on Mondays, Wednesdays and Fridays.)

Your staff can book on using this URL:

<https://mft.nhsbookings.com/v2/>

Once you book onto this there are 5 pages. The following takes you through the booking process step by step.



Home page

The home page has a link to the national patient information leaflet on the Covid Vaccine and has information on what conditions may mean that you cannot have the vaccine.

One you click on the green "Book Now" button, you move onto the location page.

Location

Now you can choose the location that you will receive the vaccine at. The address of each location and hospital map for each is included on this page.

Once you chose the location you want you move onto the service page.

Service

Now you need to choose the service area you belong to. Please chose the Wider Manchester Health and Social Care Workforce- 1st Pfizer Vaccine button- copied below:

Wider Manchester Health and Social Care Workforce - 1st Pfizer Vaccine

Social care workers who are not care home workers, and, excluding staff deployed from MCC to MLCO. This includes staff w [Read more](#)

🕒 10 mins.

Select



Wider Manchester Health and Social Care Workforce - 1st Pfizer Vaccine

Social care workers who are not care home workers, and, excluding staff deployed from MCC to MLCO. This includes staff working in homecare, extra care, homelessness services, supported accommodation, sheltered accommodation, children's special schools, children's short breaks, other eligible children's services, shared lives, bereavement services, infection prevention, neighbourhood outreach teams, and some other supporting services.

Healthcare workers employed by other organisations. This includes healthcare providers on NHS Contracts/Grants, pharmacies, dentists, opticians, rehab services, private providers of healthcare (such as physio).

Other This includes staff working in voluntary sector organisations, funeral directors, faith leaders and interpretation services.

Once you have chosen the service are you belong to you move onto the time page.

Time

Now you chose the day and the time that you would like to have your vaccine.

Once you have done this you move onto the Client page

Client page

Now you enter your personal details - including a health questionnaire to ensure that there are no reasons why you should not have the vaccination. You will also be asked for your contact details.

Your health questionnaire will be automatically screened and if you are not eligible you will be provided with information on what to do next.

Once your health questionnaire has been screened and it is confirmed that you are eligible your vaccination slot will be confirmed with you. You can now go for the vaccination at the location and time you have chosen.

What you need to bring with you on the day of vaccination

When you attend for your vaccination you will need your work identity badge OR a letter from your employer and another form of ID (photo ID is ideal, but a bankcard will suffice).

Second dose

Once you have had your first dose you will automatically be sent another appointment for your second dose. This will usually be 11-12 weeks after the first dose in line with national guidance. If the time and date does not suit you - you can use the link to rebook your test at a time better for you.

Mass Vaccination Sites

There will also be some slots for workforce available at the Mass Vaccination Site at the Etihad. These slots will be limited, and we will contact you directly as they become available as the process for booking on is different from the one described above.

Primary Care Network vaccination sites

To ensure that no vaccine is wasted we also have a process in place with the primary care network (PCN) vaccination sites across the city. You may be contacted at quite short notice by these sites to support the use of any spare vaccine. The PCN manager will let you know what they need from you to book your staff in for vaccination.

Your responsibilities as a provider organisation

As a provider organisation we would ask you to do the following:

- Put in place internal arrangements to facilitate eligible employees to access vaccinations at pace - taking into consideration equality of access and health inequalities
- Facilitate and actively support access to vaccination, recognising the benefits to the safety of staff and clients. This should include consideration of logistics of releasing staff while maintaining safe delivery of services. Please see links below for the information leaflets for staff.
- When contacted facilitate booking staff onto the mass vaccination sites and to utilise the PCN slots
- Maintain your own records on staff vaccination.
- Complete a weekly return on staff vaccination to us. We need this return because there are various routes your staff can be vaccinated through and we want to be able to track workforce vaccination within Manchester. We also want to work with you as needed to help promote uptake of the vaccine. (You will soon be sent an email containing a unique URL and instructions on how to complete this).

Useful links:

Patient information leaflet on Pfizer vaccine

- <https://www.gov.uk/government/publications/regulatory-approval-of-pfizer-biontech-vaccine-for-covid-19/information-for-uk-recipient-on-pfizerbiontech-covid-19-vaccine>

Patient information leaflet on AstraZeneca vaccine

- <https://www.gov.uk/government/publications/regulatory-approval-of-covid-19-vaccine-astrazeneca/information-for-uk-recipient-on-covid-19-vaccine-astrazeneca>

Information leaflet on what to expect after your COVID-19 vaccination?

- <https://www.gov.uk/government/publications/covid-19-vaccination-what-to-expect-after-vaccination>

Keep following the guidance to protect others

While the vaccine provides protection to a vaccinated person from serious disease, we do not yet know if they prevent someone from passing on the virus to others. So to ensure your safety, please continue to follow the [hands, face, space guidance](#) inside and outside of work and specific guidance around safe working in your workplace.