

Exit Worker

PPE:

Required: Surgical/Procedure Mask

Optional: Gloves, Face shield or Goggles

Responsibilities:

During Set Up

- Read all forms in the Just in Time Training (JITT) Packet
- Consult with Intake/Exit Unit Leader and ensure you understand the clinic procedure, flow and communication systems (ex. How to indicate when you need assistance)
- Assist with set up of exit station and other aspects of the clinic set up as needed
- Set up computers and assure they are working

Exit Process:

- Greet individual
- Direct them to the waiting area
- Remind them to please stay 6 feet away from others unless they are in the same family using visual cues on floor
- Remind them to wait 15 minutes before leaving the clinic
- Instruct them to notify clinic staff if they begin to feel unwell
- Assist with registration for second dose of vaccine (only necessary at first dose clinics)

During Demobilization

- **ALL** non-porous items in the clinical area get wiped down with virucidal wipes or disinfectant
- Package all items in exit area in boxes and bins for return to district office
- Assist in the takedown of stations and packaging of waste
- PPE is removed last after all actions for demobilization have been completed

Exit Worker Required Training

- POD Vaccination Clinic Overview
- When I Work training
- TVRS training
- Health Insurance Portability and Accountability Act (HIPAA) training
- [General Information about COVID-19 Vaccines](#)