

# FIGHT COVID-19 | GET VACCINATED



Date: December 23, 2020

To: All QHS Employees and Medical Staff

From: Jason Chang, QHS Executive Vice President and Chief Operating Officer

A handwritten signature in blue ink, appearing to read "Jason", located to the right of the "From:" field.

Subject: **COVID Vaccination Clinic Update**

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Mahalo to the Queen's vaccine team as we continue administering COVID-19 vaccines to our many caregivers. Thanks to their efforts, the opening of our QMC-Punchbowl vaccination clinic at The Queen's Conference Center Auditorium has been going very well and is getting better every day. Over the last several days, we have administered over 600 vaccines per day.

In order to better organize the vaccination of our thousands of caregivers, a series of "waves" has been designed to ensure vaccination priority was matched with clinical virus risk. Making assignments to the waves is an imperfect process but was required at QMC to manage the magnitude of the task. And in fact, the wave concept worked well enough to increase the overall efficiency of the vaccinations and allow us to give more doses in a given day.

Given the increased efficiency of our employee vaccinations at Punchbowl, we had another opportunity to speed up the process and so QHS senior leadership and the vaccine team decided to welcome all caregivers in Wave 1 to come to the QCC Auditorium any time this week to receive the vaccine. We've also moved some departments from Wave 2 to Wave 1. We are deliberately adjusting on the fly to get more of our colleagues the chance to get the vaccine even faster.

Additional flexibility was required because we found times where our staff was ready to provide vaccines at QCC but there were no caregivers around to receive the vaccine. Standing around and waiting is not our style. So, when this happens the vaccine team will reach out and "pull" caregivers to QCC for vaccination. We do not want the vaccine team to sit idle while we have caregivers who remain at any risk for COVID illness.

The "COVID Vaccine Waves" document on our Intranet will tell you which wave you are in. Please check the site regularly for updates to our waves and the plan. The plan will continue to evolve as we improve the process. Over the next several weeks, everyone will have a chance to receive the vaccine in the recommended order. Adverse reactions to the first vaccination have been extraordinarily rare. We are encouraged by this and, therefore, ask managers to help their staff receive the vaccine on schedule and as soon as they can. As a reminder, people who receive the vaccine must continue to wear face masks, practice good hand hygiene and maintain physical distancing until enough vaccine is distributed to the general population.

The vaccine clinic will be closed Christmas Day and on Sunday, December 27. If you have any questions, please speak with your manager. Please be patient as we continue to improve and as we exhibit "just in time" delivery of the vaccines to our many colleagues. If you have concerns, please email either Dr. Julius Pham or Dr. Todd Allen.