

**Government of West Bengal**  
**Department of Health & Family Welfare**  
**State Family Welfare Bureau**  
**Swasthya Bhawan**  
**GN 29, Sector V, Salt Lake, Kolkata- 700091.**

Memo. No. HFW-35099/187/2020/16(29)

Date 07/01/2021

To

1. The Chief Medical Officer Of Health (All Districts)
2. DFWO, Kolkata.

**Sub:- Strengthening the existing AEFI Surveillance System**

The State is preparing to roll out the Covid-19 vaccination starting with certain priority groups. In this connection steps need to be taken to strengthen AEFI surveillance following Covid-19 vaccination to maintain confidence in safety of vaccine.

The following identified initiatives should be implemented at the earliest so that the AEFI surveillance system is strengthened well before the Covid-19 vaccine is introduced :-

1. The **District AEFI committees to be expanded** with the inclusion of Obstetrics/Gynecologist, Medical specialists, Pediatricians, Cardiologists, Neurologists, Respiratory Medicine specialists, Nephrologists and other specialists from different disciplines at all levels as deemed necessary.
2. There should be one nominated **Nodal Officer** for tracking of AEFI cases following Covid vaccination, in each Govt. Health Facility of the district.
3. The **Drug Inspector of the district should be a member of the AEFI committee** and may be involved in AEFI investigation, if required.
4. The **District AEFI committees will meet at least once a month**, to clear the backlog of existing cases for investigations and causality assessments and to familiarize new members on AEFI surveillance processes and their roles and also to monitor the preparations for managing AEFI surveillance following COVID19 vaccinations, and share meeting minutes with the State Immunization Officer.
5. In view of expanding reporting network of AEFI surveillance for adult vaccinations **District Immunization Officers are hereby directed to:**
  - a) Prepare a list of Government and Private Hospitals and health care facilities, Medical Colleges, health care facilities of other Ministries like Railways, Defence, ESIC, etc. in the Districts and contact the Head of the Institutions to identify a Nodal Officer (AEFI).
  - b) The Nodal Officer (AEFI) must conduct one-hour sensitization meetings with all doctors in the institutions to record vaccination history in OPDs, casualty/emergency consultations and inpatient admissions (focusing on medical,

- neurology, cardiology, respiratory medicine, obstetrics and gynecology, in addition to pediatrics).
- c) Doctors should be able to report identified AEFIs immediately to the DIO and share clinical records of the case.
  - d) The AEFI register will be available for Medical Officers to record minor, serious and severe AEFI details. The registers should be reviewed preferably daily by the Nodal Officer (AEFI) or at least once a week. Any unreported serious/severe AEFIs should be reported to the DIO immediately. Each Nodal Officer (AEFI) should have blank CRFs with them.
  - e) DIOs should ensure that AEFI registers are available at all planning units/Cold Chain Points / PHCs / CHCs / District Hospitals / SDH / SGH / SSH and Medical Colleges and ANMs, Medical Officers and other staff are recording details of minor, serious and severe AEFIs in the register. These registers need to be reviewed weekly by the Nodal Officer (AEFI) or BMOH / Medical Officer in-charge of the PHC/CHC. All forms and formats for reporting of AEFI cases must be available at all health institutions.
  - f) DIO will share the list of all such institutions with contact details of Nodal Officers (AEFI) and dates of orientation of doctors to the State Immunization Officer for records.
6. The **Districts should ensure that there is enough stock of injection Adrenaline for the coming months** for use in Anaphylaxis Kits and AEFI Management Kits. It is important to note that Inj. Adrenaline has short expiry date. Regular checking and certification of the AEFI kit is mandatory. It is also important that **all vaccinators (including temporary hires for routine immunization and for Covid-19 vaccinations) should be trained on use of the Anaphylaxis kits.**
7. According to the GoI Vide No. D.O. No. Z-16025/05/2012 IMM , Dated the 22nd December 2020 the Contents of the **AEFI Kit are revised** as mention below;
1. Inj. Adrenaline (1:1000 dilution) - three ampoules
  2. Tuberculin/insulin Syringes - Three
  3. 24G/25G one inch needles - three
  4. Cotton swab - three
  5. Inj. Hydrocortisone - one
  6. Ringer lactate/Normal saline - two units
  7. 7.5% dextrose -two units
  8. IV drip set -two units
  9. Scalp vein sets or IV cannula -two
  10. Disposal syringes -5ml with 24/25G IM needles - three sets
  11. Adhesive tape – one

Training on use of Anaphylaxis kits for vaccinators: It is mandatory that all vaccinators involved in UIP vaccinations are trained in use of Anaphylaxis kits, and it must be ensured that all additional/alternate vaccination including those from the private sector should be trained to identify suspected anaphylaxis and use contents of the Anaphylaxis kit.

- 8. DIOs should initiate sensitization of medical officers and health workers in public and health facilities for immediate reporting of serious and severe AEFIs to the DIO and recording of minor, serious and severe AEFIs in AEFI registers.** Monthly and weekly review meetings should be utilized for this purpose. The focus of sensitization should include AEFIs following adult vaccinations which will become important when COVID19 vaccinations are initiated. Data entry operators in the office of the DIO should be oriented on SAFEVAC, the online reporting software for AEFIs.



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**Mission Director (NHM) & Secretary**  
**Government of West Bengal**

**Memo. No. HFW-35099/187/2020/16(29)/1(15)**

**Date 07/01/2021**

**Copy forwarded for kind information to:-**

1. Director of Health Services, West Bengal
2. Director of Medical Education , West Bengal
3. District Magistrate, All Districts, West Bengal
4. The Principal ( All Medical Colleges ) West Bengal
5. The MSVP ( All Medical Colleges ) West Bengal
6. The ADHS (EPI), West Bengal
7. Chairperson, State AEFI Committee
8. Dr..... Member State AEFI committee
9. DY CMOH-III/DMCHO/DPHNO - All Districts
10. Dr. Kaninika Mitra, Health Specialist, Unicef
11. Dr. Punit Mishra, RTL, WHO
12. Dr. Suresh Thakur, Health Officer, Unicef
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**Jt. DHS (FW) & SFWO**  
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