**Community Clinic Checklist: Aftercare role**

* **Prior to clinic:**
* Bring computer and phone charged, along with any necessary cords/ mouse for use at clinic (SMDHU staff only - iPads provided for all external partners)
* Bring clean googles/ face shield
* Bring identification
* Confirm clinic location, start time, coordinator contact information
* **Clinic set up:**
* Help set up clinics by cleaning and distributing supplies
* Check in with coordinator, introductions, and plan for day (huddle)
* Set tables for vaccination – sanitizer, sharps container, cotton, alcohol swabs, band-aids (only for number of vaccines to be given), opti-wipes and gloves as needed, garbage bags
* **During Clinic: Aftercare**:
* Monitor clients in aftercare for signs and symptoms of adverse reactions
* Respond to clients in the event of an incident
* Monitor timelines for client to remain in aftercare (15 or 30 mins)
* **At the end of clinic:**
* Clean up area- tables & chairs wiped
* Clean and sign iPads back in if used
* All sharps bins locked and in specific room
* Recheck emergency bag at end of clinic
* IPAC procedures for cleansing goggles, computers, cellphones and any other personal items at clinic
* Support with packing of supplies