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ADVISORY COMMITTEE MEMBERS
A full directory of the ACIIUN Committee Members is available in Appendix A.

<table>
<thead>
<tr>
<th>Participant Name</th>
<th>Representing Organization</th>
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<tr>
<td>Joan Stanley (Moderator)</td>
<td>American Association of Colleges of Nursing (AACN)</td>
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<tr>
<td>Allison Jacobs</td>
<td>American Association of Colleges of Nursing (AACN)</td>
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<tr>
<td>Janelle Macintosh</td>
<td>American Nurses Association (ANA)</td>
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<td>Ruth Gallego</td>
<td>APTR-CDC Public Health Fellow</td>
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<td>Donna Page</td>
<td>Association for Prevention Teaching and Research (APTR)</td>
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<td>Katy Bidwell</td>
<td>Association for Prevention Teaching and Research (APTR)</td>
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<td>Allison Lewis</td>
<td>Association for Prevention Teaching and Research (APTR)</td>
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<td>Agnes Burkhard</td>
<td>Association of Community Health Nursing Educators (ACHNE)</td>
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<tr>
<td>Jennifer Hamborsky</td>
<td>CDC National Center for Immunization and Respiratory Diseases (NCIRD)</td>
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<td>JoEllen Wolicki</td>
<td>CDC National Center for Immunization and Respiratory Diseases (NCIRD)</td>
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<tr>
<td>Nichole Bobo</td>
<td>National Association of School Nurses (NASN)</td>
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<tr>
<td>Susan Odom</td>
<td>National Council of State Boards of Nursing (NCSBN); Lewis-Clark College</td>
</tr>
<tr>
<td>Versie Johnson-Mallard</td>
<td>National League for Nursing (NLN); University of Florida College of Nursing</td>
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<tr>
<td>Joshua Steward</td>
<td>NSNA Student Representative from Community College of Baltimore County</td>
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<tr>
<td>Susan Swider</td>
<td>Rush University</td>
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<tr>
<td>Diane McNaughton</td>
<td>Rush University</td>
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<tr>
<td>Ann Marie Felauer</td>
<td>University of Maryland School of Nursing</td>
</tr>
<tr>
<td>Beverly Bowers</td>
<td>University of Oklahoma College of Nursing, NIP-IT Program</td>
</tr>
<tr>
<td>Sheryl Buckner</td>
<td>University of Oklahoma College of Nursing, NIP-IT Program</td>
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GOALS & OBJECTIVES
An advisory panel comprised of experts representing diverse perspectives—including undergraduate nursing education, national nursing practice and education associations, and students—was tasked with reviewing a proposed framework for immunization education with objectives and corresponding resources, such as case studies and teaching slides, to facilitate integration of immunization content into undergraduate nursing curricula. The primary focus of the Committee is undergraduate nursing education, however, the Committee considered resources relevant to practicing nurses and the interprofessional audience.

The Committee was asked to focus on activities and skills related to immunization delivery and how they need to be addressed by faculty. Before the in-person meeting on June 6-7, 2016, the Committee was asked to review the following questions for each goal of the project:

1. **Review and approve the Framework for Immunization Education in Undergraduate Nursing**
   a. Are there any immunization topics or areas of content missing in the framework?
   b. If yes, what additional areas of content should be included?
   c. Are the corresponding objectives appropriate?
   d. Are additional objectives needed?
   e. Are modifications needed to current objectives?
2. Review CDC-developed case studies and provide recommendations for topics or areas of focus for possible development
   a. Are the CDC-developed case studies appropriate for undergraduate nursing education?
   b. Do you have recommendations for topics for additional case studies?

3. Review CDC-developed PowerPoint presentations and provide recommendations for content modification if needed
   a. Are the CDC-developed PowerPoint presentations appropriate for undergraduate nursing education?
   b. Do you have recommendations for modification of PowerPoint content?
   c. Do you have recommendations for topics for additional PowerPoint presentations?

4. Review identified resources and provide recommendations for additional resources
   a. For every objective in the framework, are the identified resources appropriate?
   b. Do you have recommendations for additional resources?

IDENTIFICATION OF GAPS IN ADAPTED FRAMEWORK
The “Overview of Development of Framework and CDC-Developed Teaching Resources” presentation (Appendix B) identified gaps where zero objectives were covered by the 16 case study resources. During the review of the framework, the Committee was encouraged to identify resources that could be added for each topic area. It was suggested that additional resources be emailed after the meeting to support the development of the project online repository.

The Committee reviewed the proposed objectives in the “Case Studies and Resources Matched to Objective with Summary” document (Appendix C), particularly in regards to nursing education. Members were asked to consider the framework structure and the questions detailed above. One recommendation from the Committee was that for each content area, information regarding the “role of the nurse” be added.

APPROVAL OF ADAPTED FRAMEWORK
The Committee reached consensus on the overall structure and format of the framework. This group of subject matter experts reviewed each objective in the twelve content areas of the framework and made recommendations for revisions. The revised framework will provide the basis for an online resource repository. The Committee also suggested that a glossary be developed to define terms used in the framework.

The Committee discussed the possibility of developing a toolkit for faculty with suggestions on sequencing of the Framework topics: modules on more fundamental topics should be presented to students who have not received basic instruction before progressing to advanced topics. All Committee members stressed the importance that resources be relevant and amenable to different modalities of teaching.

REVIEW OF CDC CASE STUDIES
The Committee approved the format of the sample case study as an appropriate resource for undergraduate nursing education but suggested that each case study be packaged with supplemental materials that the student would be expected to reference, such as a checklist or immunization schedule. Links to the resource would be inserted into the case study and a column be added to the case study chart that lists the corresponding resource. The case studies will be listed as resources within the framework.
It was suggested that two questions be added to each of the case studies: 1) What type of information should be communicated to the patient, family, and other health care providers?; and 2) How would you incorporate this into your practice and what actions would you take? The Committee also recommended that a descriptor be added to the beginning of each case study about the variability and the uses of the cases, i.e. expansion, format, group-size, and objectives.

The Committee agreed that a subcommittee should be formed to review the available case studies to:
1. Review the title; approve or revise.
2. Provide a brief descriptor of the major topic.
3. Decide whether the level is appropriate for undergraduate nursing; approve or revise as needed.
4. Review the questions; approve, revise or add questions as needed.

Each case study should be review by a team of two volunteers with suggested edits and comments done in track-changes. Committee members Beverly Bowers, Sheryl Buckner, Janelle Macintosh, Susan Odom, and Agnes Burkhard volunteered to review the case studies. The subcommittee will have approximately six weeks to view the documents and provide feedback to APTR Immunization Consultant, Donna Page.

DEVELOPMENT OF ADDITIONAL CASE STUDIES
APTR will support the call for applications (CFA) to develop new case studies in topic areas identified by the Committee. Priority areas recommended by the group include:

- **Immunization Schedules**: Addressing pregnancy as a special population; can be used with disease specific or adverse event examples
- **Storage and Handling**: Decision-making scenario on storage and handling of vaccines; possible toolkit.
- **Legal/Ethical**: Legal issues surrounding accountability
- **Administration**: Mother with three different aged children (determine site, needle length and gauge)
  - AACN has a case study on injection sites that involves a two-year old with a cast from waist to knees and no access to the thigh area
- **Vaccine-Preventable Diseases**: Determining appropriate nursing interventions for an individual who has not received the recommended vaccines
- **Communication**: Communication about the catch-up schedule with care providers, family members and between health professionals

Additional areas for case study or ‘learning strategy’ development mentioned by the group include:

- **Vaccine-Preventable Diseases**: Exercise where student finds epidemiological data on VPD incident rates
- **Vaccine-Preventable Diseases**: Patient presents with a rash
  - NCIRD will review available slide sets that can be converted to a case study
- **Vaccine-Preventable Diseases**: HPV case study involving age, gender, and cancer prevention
  - NCIRD will review currently available case studies
  - AACN has an adolescent case study; however, ACIP may change the 3-dose series to 2-dose series, so the rationale would not be applicable if the ACIP recommendation changes
- **Immunization Strategies**: Evidence-based strategies for reaching an at-risk population to increase immunization rates
- **Immunization Schedules**: Assessing vaccines administered outside the U.S.
  - AACN has 1+ case studies of vaccines administered out of the U.S.
MODIFICATION OF CDC POWERPOINT PRESENTATIONS
There are 18 CDC PowerPoint Presentations (PPT) used in an epidemiology course that can be modified for use in an undergraduate nursing curriculum. The Committee requested the slides be formatted in a style with a white background and black print. They also suggested that talking points be added to the end of the series to help faculty guide discussions.

Based on the general description provided, the Committee agreed that the topic and format of the presentations were appropriate for faculty to use as resources. It was recommended that a descriptor with objectives be added for each slide set to aid faculty in selecting and using the appropriate slide set and that references which are frequently updated be presented as a link to the source i.e. vaccine schedule, vaccine information statement.

ONLINE REPOSITORY & DISSEMINATION STRATEGY
The goal of the project is to develop an online resource repository that is based on the framework structure. The interim goal of the project is to publish the framework and the Committee process in an academic journal. The timing of the two project goals should be as close together as possible. It was also recommended that a “take on the road” slideshow about the project be developed for presentation at national nursing education conferences.

The Committee recommended that an introduction be developed detailing the goal of the framework and how faculty might use and integrate the information into their curriculum. A disclaimer of use should be added for resources so that faculty understand that they are able to disseminate and use the resources.

To disseminate and market the online repository, a generic media announcement should be developed and each partner organization encouraged to tailor the announcement to their specific target audience (deans, faculty, students, etc.). The announcement should include a link to the online repository and framework article. The Committee also recommended hosting a webinar to introduce the online repository and explain how faculty can use and integrate the resources. Recipients of the new case study awards should be invited to present in the webinar or be included in a separate webinar as a series.

The Committee recommended that a new, memorable name be developed for the project and website domain. Members were encouraged to submit suggestions and vote on their preferred version.

EVALUATION
The Committee discussed evaluation of the framework and online repository, including the benefit of sentinel site-surveillance. Two members of the committee volunteered to develop an outline of a Learning Outcome Evaluation plan. The evaluation would be tested using a pre- and post- questionnaire with an identified set of students from the Advisory Committee schools (sentinel sites). Susan Swider and Sheryl Buckner volunteered to draft an evaluation outline with core questions for measuring learning outcomes.

RECOMMENDATIONS & NEXT STEPS
The Committee expressed interest in continuing to engage with CDC on the nursing immunization resource project and the importance of keeping momentum. The Committee noted that faculty need at least a semester to one-year’s time to incorporate a new resource into their curriculum design. This information will be considered in the dissemination and marketing strategy and timeline for the project. The next steps for the project include the following:
1. **Case Study Subcommittee:** Each case study to be review by two volunteers as detailed previously. Committee members Beverly Bowers, Sheryl Buckner, Janelle Macintosh, Susan Odom, and Agnes Burkhard volunteered to review the case studies. The subcommittee will have approximately six weeks to review the documents and provide feedback to APTR Immunization Consultant, Donna Page. The anticipated deadline for the review is August 8, 2016. The subcommittee also will contribute to the development of the call for applications (CFA) for the development of new case studies.

2. **Framework Glossary:** APTR immunization consultant, Donna Page, will develop a glossary of immunization terms based on the You Call the Shots glossary to be included with the framework. The anticipated deadline for this activity is August 2016.

3. **Call for New Case Studies:** APTR will manage the announcement, inquiries and application process for the development of new case studies to support the Framework and online repository project. The anticipated deadline for the announcement is September 2016 and recipients will have 3-4 months to complete their reward requirements.

4. **Learning Outcome Evaluation:** Committee members, Susan Swider and Sheryl Buckner, volunteered to draft an evaluation outline with core questions for measuring learning outcomes. The provisional deadline for the evaluation outline is February 2017; the plan would then begin the CDC clearance process.

5. **Project Naming:** Committee members will submit ideas for the project name to APTR Program Manager, Katy Bidwell. The options will be rank ordered through a voting process; the results will be forwarded to CDC for final decision. The anticipated deadline for the project naming is August 2016.

6. **Article for Publication:** Committee members, Diane McNaughton and Joan Stanley, volunteered to draft an article and research the submission process for appropriate nursing journals. The timeline for this project will depend on the requirements of the selected journal’s publication process.

7. **Additional Resources for Repository:** All committee members were encouraged to send additional resources to support the framework and online repository to APTR Program Manager, Katy Bidwell. The online repository will be created and managed by APTR. A webinar will be hosted to introduce the repository to the target audience. The provisional deadline for the project is August 2018.

8. **Provisional Approval of Framework Post-CDC Clearance:** Based on the Committee discussions, revisions will be made to the framework. The Committee requested to review the document following the CDC Clearance Process. The anticipated deadline for the framework revision is July 29, 2016.