

Table 1 Composition and roles of IV campaign team

Infectious diseases physicians	Education sessions for HCWs and employees. Educate HCWs and promote IV campaign during morning reports, lectures and weekly educational activities in different clinical departments.
Communications team	Plan and develop promotion of the IV campaign Use hospital intranet and other social media to increase awareness about campaign Generate and disseminate messages from executive and senior leadership of the organization to motivate HCWs to receive IV. Contribute to planning and preparation of campaign educational materials and brochures. Posters and pictures of senior leadership while receiving vaccine Coordinate with national communication and media across Qatar, e.g. national television, radio and newspapers to promote campaign
Infection control personnel	Education of HCWs Plan and implement infection control measures during campaign
Epidemiologists	Develop vaccination action plan Determine high-risk groups of HCWs across hospitals Training workshops for the IV campaign team Planning of data collection forms and supervision of data collection Data analysis of campaign data
Nurses	Order and ensure availability of vaccine from pharmacy stores Administer IV to HCWs Data collection and collation
Main pharmacy warehouse	Procure and ensure availability of enough vaccine doses Distribute vaccine to hospitals' pharmacies
High level executive and senior leadership	Support and help IV team engaged in the campaign to promote the campaign among HCWs in their respective hospitals Senior leadership photographed while receiving IV
Administrators	Support and facilitate organization of IV campaign Ensure that executive directors at each hospital and facility have secured proper and accessible venues for IV Provide fridges to store vaccine, tables and 4 chairs Provide private space where female HCWs can receive the vaccine Write letters and send emails to all HMC staff encouraging them to take the vaccine and protect themselves and their patients
Data entry clerks	Data entry, spot checks
Data analyst	Data retrieval and analysis