

Job Aid: Completion of Sociodemographic Data

COVAX Role Designation:	Site Super Users, Vaccinators
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In this document:

- Sociodemographic data overview.
- Completion of Sociodemographic Data in a client record.

Sociodemographic Data Overview

Sociodemographic information will be used for planning purposes to determine how vaccines were distributed and promoted in Ontario. A client must provide consent for the user to record sociodemographic details about them.

Completion of Sociodemographic Data in a client record

The sociodemographic data in a client record should be completed after the client has received their dose and it has been documented in COVax.

Obtain Consent

1. Provide the **Social Determinants of Health (SDOH) Guide** to the client. After the Client reads the **Consent** section, ask the client for consent to collect SDOH information.
 - Inform the client that providing this information is voluntary.
 - **IMPORTANT:** Remember to ask all clients if they would like to provide sociodemographic information and record whether consent was obtained. There is an option to record when clients decline consent (see Step 3 below).

Sociodemographic Data Collection: Client Answer Guide (COVID-19 Vaccine)

Consent
The Ministry of Health is collecting sociodemographic (SDOH) data on a voluntary basis from individuals who get the COVID-19 vaccine. You will be able to receive the vaccine whether you or your proxy provides this information or not. You or your proxy can choose to answer all, some or none of the questions. Collecting this information helps the government have a more complete picture of who is being vaccinated across the province. Your privacy will be protected.

Would you or your proxy like to provide this information? YES NO

Collect Indigenous Identify information

IMPORTANT: only do this step if the client identifies as Indigenous.

Do you identify as Indigenous? If so, please indicate your Indigenous identity.

I DO NOT IDENTIFY AS INDIGENOUS	FIRST NATIONS	INUK/INUIT	MÉTIS	UNKNOWN
OTHER INDIGENOUS IDENTITY-____	PREFER NOT TO ANSWER			

1. In COVax, navigate to the **Details** tab to collect Indigenous identity information.

Person Account
Test Client

Age: 29 Years 11 Month(s) | Total Doses: 3

Alerts (0)

Exemptions (0)

Related **Details** Client Immunizations

Client Name: Test Client

Alias

2. Navigate to the **Indigenous** field and click on the pencil icon to edit. Then, click the drop-down and select a response.

Indigenous

Other Indigenous specify

Appropriate Documentation Shown

Reason for Immunization

--None--

- None--
- First Nations
- Métis (includes members of the Métis organization or Settlement)
- Inuk/ Inuit
- Prefer not to answer
- Unknown
- Other Indigenous

If a client's Indigenous identify is not listed, select **Other Indigenous** in the drop-down list and enter information in the **Other Indigenous specify** field.

Indigenous

Other Indigenous

Other Indigenous specify

Complete the SDOH survey/module

1. The **Sociodemographic Data** section is located under the **Related Tab** in a client record.

Person Account
Test Client

Age: 29 Years 11 Month(s) | Total Doses: 3

Alerts (0)

Exemptions (0)

Related | Details | Client Immunizations

Sociodemographic Data (0)

2. Under **Sociodemographic Data** click **New** or edit an existing SDOH if one is already listed using the drop-down arrow.

Related | Details | Client Immunizations

Sociodemographic Data (1) New

Sociodemographic Data	Last Modified Date	Status
SES-000638441	2022-05-19, 4:25 p.m.	Active

[View All](#) ⌵

3. For a new SES record, you must check one of the two checkboxes for SES:
- If the client was asked but declined, click the **Declined to provide SES data** checkbox.
 - If the client was asked and consents, click on the **Consent to collect sociodemographic data** checkbox

Click **Save** to continue.

New Sociodemographic Data: Sociodemographic Record Type

Consent for Collection, Use and Disclosure of Sociodemographic Information

* Client

Status

Sociodemographic Consent Details

The Ministry of Health is collecting sociodemographic information from people getting the COVID-19 vaccine. This includes information about their race, ethnicity, income, household size, and language.

If you decide to provide this information to the Ministry, the Ministry will use and disclose it for the purpose of planning how vaccines are distributed and promoted in Ontario, and other purposes authorized and required by law.

The Ministry will use the information to create reports that will be publicly available. These reports will not include any information that could be used to identify you. The Ministry will make sure that this information is used responsibly and respects people's privacy.

Any information you provide will be stored in the COVax system and will be available to health care providers at vaccination clinics. COVax is a health record system under the custody and control of the Ministry.

Providing this information is voluntary.

You do not have to provide this information if you do not want to. You will not be denied the COVID-19 vaccine or any other services if you do not consent. You can provide answers to all, some or none of the questions.

If you do provide your information and then change your mind about it being used in the future, you can contact the Ministry to ask that your sociodemographic information not be used or disclosed.

You can do this by emailing the Ministry at ConsentWD@ontario.ca.

Do you consent to providing your information to the Ministry?

Consent to collect sociodemographic data

Declined to provide SES data ⓘ

3. Use the Client answer guide to go through the questions and record the answers in COVax.

Which of Canada's official languages (English or French) are you most comfortable speaking?

ENGLISH	FRENCH	BOTH ENGLISH AND FRENCH	NEITHER	PREFER NOT TO ANSWER
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What is the language that you first learned at home in childhood and still understand?

ARABIC	CHINESE (CANTONESE, HAKKA, MANDARIN)	CREOLE		
ENGLISH	FRENCH	HINDI	ITALIAN	SOMALI
SPANISH	TAGALOG	OTHER LANGUAGE	PREFER NOT TO ANSWER	

What race category best describes you? Choose all that apply.

ASIAN (EAST) – e.g. Chinese, Japanese, Korean, Taiwanese

ASIAN (SOUTH) – e.g. Indian, Pakistani, Bangladeshi, Sri Lankan, Indo-Caribbean

ASIAN (SOUTH EAST) – e.g. Cambodian, Indonesian, Filipino, Thai, Vietnamese

BLACK – e.g. African, Afro-Caribbean, African-Canadian

What is your ethnic or cultural origin(s)?

CANADIAN	CHINESE	COLUMBIAN	DUTCH	ENGLISH	FRENCH
FILIPINO	GERMAN	INDIAN	IRANIAN	IRISH	ITALIAN
JAMAICAN	JEWISH	KOREAN	LEBANESE	PAKISTANI	POLISH
PORTUGUESE	SCOTTISH	SOMALI	SRI LANKAN	UKRAINIAN	
OTHER ETHNIC/CULTURAL ORIGIN	DO NOT KNOW	PREFER NOT TO ANSWER			

What was your total household income before taxes last year?

\$0 to \$29,999	\$30,000 to \$49,999	\$50,000 to \$69,999	\$70,000 to 99,999
\$100,000 to \$149,999	\$150,000 or more	DO NOT KNOW	PREFER NOT TO ANSWER

Including yourself, how many family members live in your household?

DO NOT KNOW PREFER NOT TO ANSWER

Sociodemographic Data

Race ⓘ

Available: Black, East Asian, Latino

Chosen: []

Another race category: Please specify []

Complete field if "Other" is selected

Ethnicity ⓘ

Available: Aboriginal (Central/So... , Acadian, Afghan

Chosen: []

Other ethnicity: Please specify []

Complete field if "Other" is selected

Total household income ⓘ --None--

Household size (number of people) ⓘ --None--

Select the best option from the drop down

Childhood Language ⓘ

Available: English, French, Abkadian

Chosen: []

Other childhood language: Please specify []

Complete field if "Other" is selected

Official language most comfortable with ⓘ --None--

Cancel Save & New Save

4. Thank the client and click **Save**.