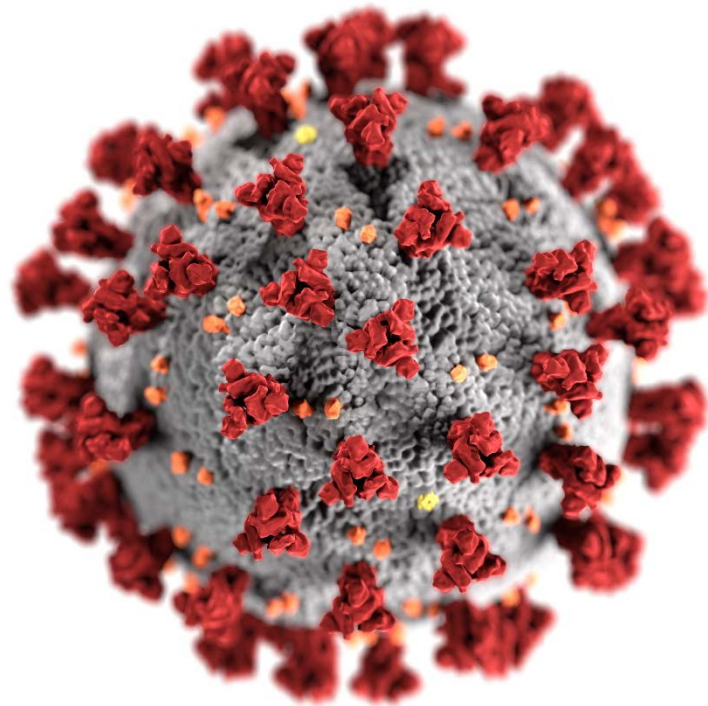# Reporting Weekly COVID-19 Vaccination Data for Healthcare Personnel Using the National Healthcare Safety Network (NHSN)

Division of Healthcare Quality Promotion
Immunization Services Division
CDC COVID-19 Vaccine Task Force

September 2021

cdc.gov/coronavirus

Objectives

- Introduce the value of reporting weekly COVID-19 vaccination data.

- Describe how the National Healthcare Safety Network (NHSN) module can be used to report COVID-19 vaccination for healthcare personnel (HCP).

- Highlight changes to weekly COVID-19 vaccination reporting as of September 2021.

- Review data reporting in detail.

How can COVID-19 vaccination coverage data be used?

Usefulness of Reporting Cumulative Vaccine Coverage in NHSN

- Provide consistent and comparable data for facilities
  - Vaccination coverage may change as new staff are hired
  - Help target facility-level tracking and improvement efforts

- Deliver data to health authorities
  - Help identify vaccination coverage gaps and vaccine supply issues
  - Improve infection control policies and recommendations

Which data can be reported each week?

Weekly COVID-19 Vaccination Reporting for Healthcare Personnel (HCP)

Healthcare Personnel COVID-19 Vaccination Cumulative Summary for Non-Long-Term Care Facilities

Date Created:

Facility ID # *: 15428   Location Type *: Hospital

Vaccination type *: COVID19   Facility CCN #: 012545

Week of Data Collection: 09/06/2021 - 09/12/2021 Date Last Modified:

Cumulative Vaccination Coverage						
			Healthcare Personnel (HCP) Categories			
			Employee HCP	Non-Employee HCP		
	*All Core HCP[a]	*All HCP[b]	* Employees (staff on facility payroll)[c]	* Licensed independent practioner HCP[d]	* Adult students/trainees and volunteers[e]	* Other contract personnel[f]
1. * Number of HCP that were eligible to have worked at this healthcare facility for at least 1 day during the week of data collection						
	*All Core HCP[a]	*All HCP[b]	* Employees (staff on facility payroll)[c]	* Licensed independent practioner HCP[d]	* Adult students/trainees and volunteers[e]	* Other contract personnel[f]
2. *Cumulative number of HCP in Question #1 who have received COVID-19 vaccines at this facility or elsewhere since December 2020:						
* Any completed COVID-19 vaccine series						

Five Key Questions for Weekly COVID-19 Vaccination Modules

1. *** Number of current HCP eligible to have worked at facility?**

2. *** Number of these HCP who have ever been vaccinated (cumulative number vaccinated) with a COVID-19 vaccine?**

3. *** Number of these HCP with other conditions?**

Cumulative Vaccination Coverage	
1. * Number of HCP that were eligible to have worked at this healthcare facility for at least 1 day during the week of data collection	
2. Cumulative number of HCP in Question #1 who have received COVID-19 vaccine(s) at this facility or elsewhere since December 2020:	
2.1. *Only dose 1 of *Pfizer-BioNTech* COVID-19 vaccine	
2.2. *Dose 1 and dose 2 of *Pfizer-BioNTech* COVID-19 vaccine	
2.3. *Only dose 1 of *Moderna* primary COVID-19 vaccine	
2.4. *Dose 1 and dose 2 of *Moderna* COVID-19 vaccine	
2.5. *Dose of *Janssen* COVID-19 vaccine	
2.99. Complete COVID-19 vaccination series: unspecified manufacturer	
* Any completed COVID-19 vaccine series	
3. Cumulative number of HCP in Question #1 with other conditions:	
3.1. *Medical contraindication or exclusions to COVID-19 vaccine	
3.2. *Offered but declined COVID-19 vaccine	
3.3. *Unknown COVID-19 vaccination status	
4. *Cumulative number of HCP in question #2 eligible to receive an additional dose or booster of COVID-19 vaccine	
5. *Cumulative number of HCP in question #4 who have received an additional dose or booster of COVID-19 vaccine at this facility or elsewhere since August 2021	
5.1. *Additional dose or booster of *Pfizer-BioNTech* COVID-19 vaccine	
5.2. * Additional dose or booster of *Moderna* COVID-19 vaccine	
5.3 * Additional dose or booster of *Janssen* COVID-19 vaccine	
5.4. Additional dose or booster of unspecified manufacturer	
* Any Additional dose or booster of COVID-19 vaccine series	

Five Key Questions for Weekly COVID-19 Vaccination Modules (cont.)

4. * Number of HCP who have received a complete COVID-19 vaccine series **and** who are **eligible** to receive an **additional dose or booster**?

5. * Number of HCP in question 4 who have received an additional vaccine dose or booster since August 2021?

Cumulative Vaccination Coverage	
1. * Number of HCP that were eligible to have worked at this healthcare facility for at least 1 day during the week of data collection	
2. Cumulative number of HCP in Question #1 who have received COVID-19 vaccine(s) at this facility or elsewhere since December 2020:	
2.1. *Only dose 1 of *Pfizer-BioNTech* COVID-19 vaccine	
2.2. *Dose 1 and dose 2 of *Pfizer-BioNTech* COVID-19 vaccine	
2.3. *Only dose 1 of *Moderna* primary COVID-19 vaccine	
2.4. *Dose 1 and dose 2 of *Moderna* COVID-19 vaccine	
2.5. *Dose of *Janssen* COVID-19 vaccine	
2.99. Complete COVID-19 vaccination series: unspecified manufacturer	
* Any completed COVID-19 vaccine series	
3. Cumulative number of HCP in Question #1 with other conditions:	
3.1. *Medical contraindication or exclusions to COVID-19 vaccine	
3.2. *Offered but declined COVID-19 vaccine	
3.3. *Unknown COVID-19 vaccination status	
4. *Cumulative number of HCP in question #2 eligible to receive an additional dose or booster of COVID-19 vaccine	
5. *Cumulative number of HCP in question #4 who have received an additional dose or booster of COVID-19 vaccine at this facility or elsewhere since August 2021	
5.1. *Additional dose or booster of *Pfizer-BioNTech* COVID-19 vaccine	
5.2. * Additional dose or booster of *Moderna* COVID-19 vaccine	
5.3 * Additional dose or booster of *Janssen* COVID-19 vaccine	
5.4. Additional dose or booster of unspecified manufacturer	
* Any Additional dose or booster of COVID-19 vaccine series	

Key Updates: September 2021

- Revised HCP categories on the data collection form
  - Employee HCP
  - Non-employee HCP
    - Licensed independent practitioners
    - Adult students/trainees and volunteers
    - Other contract personnel

Employee HCP	Non-Employee HCP		
* Employees (staff on facility payroll)[c]	* Licensed independent practioner HCP[d]	* Adult students/trainees and volunteers[e]	* Other contract personnel[f]

- All staff categories are required
- Facilities need to create a monthly reporting plan before entering data into the Healthcare Personnel Safety (HPS) Component in NHSN
- Question #3.2 (offered but declined COVID-19 vaccine) and question #3.3 (unknown COVID-19 vaccination status) are required
- All individuals reported in question 1 **must** be accounted for in question 2 or question 3

Note: Updated information as of September 2021 will be annotated by a ⭐ throughout the presentation

Question #1: *<u>Cumulative</u> number of HCP eligible to have worked at the facility

- Include all HCP who were eligible to have worked at this facility for at least 1 day during the week of data collection
  - Working any part of a day is considered as working 1 day
  - Include HCP even if they are on temporary leave during the week of data collection. Temporary leave is defined as less than or equal to 2 weeks in duration
    - Examples of temporary leave may include sick leave or vacation
    - If temporary leave extends past 2 weeks, then the healthcare worker should not be included in question #1 for the current week of data collection
- Data must be entered for each of the healthcare personnel categories ☆
- Each individual should be counted only once in question 1

Question #1: *Cumulative number of HCP eligible to have worked at the facility

- Totals for 'All Core HCP' and 'All HCP' will be auto-calculated by NHSN
  - All Core HCP ⭐
    - The sum of employees, licensed independent practitioners, and adult students/trainees & volunteers
  - All HCP ⭐
    - The sum of employees, licensed independent practitioners, adult students/trainees & volunteers, and other contract personnel

Question #1 (cont.)

Healthcare Personnel Categories – Employee HCP

- **Employees (staff on payroll)** [required] ☆
  - Include all persons receiving a direct paycheck from the healthcare facility (i.e., on the facility's payroll), regardless of clinical responsibility or patient contact.

			Healthcare Personnel (HCP) Categories			
			Employee HCP	Non-Employee HCP		
	*All Core HCP (Total)[a]	*All HCP (Total)[b]	*Employees (staff on facility payroll)[c]	*Non-employee HCP (licensed independent practitioners)[d]	*Adult students/trainees/volunteers[e]	*Other contract personnel[f]
1. *Number of HCP that were eligible to have worked at this healthcare facility for at least 1 day during the week of data collection						

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Question #1 (cont.)

Healthcare Personnel Categories – Non-Employee HCP

■ Licensed independent practitioners (Physicians, advanced practice nurses, & physician assistants) [required] ☆

- Include physicians (MD, DO); advanced practice nurses; and physician assistants only who are affiliated with the healthcare facility, but are not directly employed by it (i.e., they do not receive a paycheck from the facility), regardless of clinical responsibility or patient contact. Post-residency fellows are also included in this category.

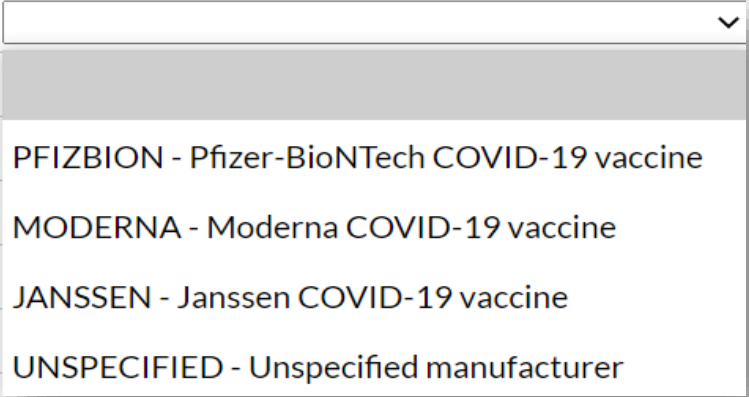| | Healthcare Personnel (HCP) Categories | | | | | |
	Employee HCP			Non-Employee HCP		
	*All Core HCP (Total)[a]	*All HCP (Total)[b]	*Employees (staff on facility payroll)[c]	*Non-employee HCP (licensed independent practitioners)[d]	*Adult students/trainees/volunteers[e]	*Other contract personnel[f]
1. *Number of HCP that were eligible to have worked at this healthcare facility for at least 1 day during the week of data collection						

Question #1 (cont.)

Healthcare Personnel Categories – Non-Employee HCP

- Adult students / trainees & volunteers [required] ☆
  - Include medical, nursing, or other health professional students, interns, medical residents, or volunteers aged 18 or older who are affiliated with the healthcare facility, but are not directly employed by it (i.e., they do not receive a paycheck from the facility), regardless of clinical responsibility or patient contact.

			Healthcare Personnel (HCP) Categories			
			Employee HCP		Non-Employee HCP	
	*All Core HCP (Total)[a]	*All HCP (Total)[b]	*Employees (staff on facility payroll)[c]	*Non-employee HCP (licensed independent practitioners)[d]	*Adult students/trainees/volunteers[e]	*Other contract personnel[f]
1. *Number of HCP that were eligible to have worked at this healthcare facility for at least 1 day during the week of data collection			☐	☐	☐	☐

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Question #1 (cont.)

Healthcare Personnel Categories – Non-Employee HCP

- Other Contract Personnel [required] ☆
  - Defined as persons providing care, treatment, or services at the facility through a contract who do not meet the definition of any other required personnel category.
  - This includes agency and/or pro re nata (PRN) staff who are scheduled to work at the facility at least once per week.

			Healthcare Personnel (HCP) Categories			
			Employee HCP	Non-Employee HCP		
	*All Core HCP (Total)[a]	*All HCP (Total)[b]	*Employees (staff on facility payroll)[c]	*Non-employee HCP (licensed independent practitioners)[d]	*Adult students/trainees/volunteers[e]	*Other contract personnel[f]
1. *Number of HCP that were eligible to have worked at this healthcare facility for at least 1 day during the week of data collection						

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Question #2: *<u>Cumulative</u> number of HCP in Question #1 who have received a COVID-19 vaccine since December 2020

- **Each week, report all HCP in Question #1 who have <u>ever received</u> vaccine**

- *Example:*
  - *Week 1: <u>10</u> individuals received dose 1 of COVID-19 vaccine*
  - *Week 2: <u>5</u> more individuals received dose 1 of COVID-19 vaccine*
    - *For Week 1: Report <u>10</u> individuals received dose 1 of COVID-19 vaccine*
    - *For Week 2: Report <u>**15**</u> individuals received dose 1 of COVID-19 vaccine*

Question #2: *Cumulative number of HCP in Question #1 who have received a COVID-19 vaccine since December 2020 (cont.)

- **Step 1**: Select a COVID-19 vaccine from the drop-down box
  - *Pfizer-BioNTech*
  - *Moderna*
  - *Janssen*
  - *Unspecified manufacturer*

PFIZBION - Pfizer-BioNTech COVID-19 vaccine

MODERNA - Moderna COVID-19 vaccine

JANSSEN - Janssen COVID-19 vaccine

UNSPECIFIED - Unspecified manufacturer

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Question #2: *Cumulative number of HCP in Question #1 who have received a COVID-19 vaccine since December 2020 (cont.)

- **Step 2**: Enter cumulative number of current HCP who received only dose 1 of a vaccine series
- **Step 3**: Enter cumulative number of current HCP who received both dose 1 and dose 2 of a vaccine series
- **Step 4**: If HCP received another type of vaccine, repeat steps 1-3

🗑 2.1 ★ <u>Only</u> dose 1 of *Pfizer-BioNTech* COVID-19 vaccine	
🗑 2.2 ★ **Dose 1 and dose 2** of *Pfizer-BioNTech* COVID-19 vaccine	
🗑 2.3 ★ <u>Only</u> dose 1 of *Moderna* COVID-19 vaccine	
🗑 2.4 ★ **Dose 1 and dose 2** of *Moderna* COVID-19 vaccine	
🗑 2.5 ★ **Dose** of *Janssen* COVID-19 vaccine	
🗑 2.99 ★ Complete COVID-19 vaccination series: unspecified manufacturer	
★ Any completed COVID-19 vaccine series	0

Question #2: *Cumulative number of HCP in Question #1 who have received a COVID-19 vaccine since December 2020 (cont.)

Include receipt of COVID-19 vaccine at the facility <u>or elsewhere</u>
- If documentation is not provided, report HCP in question #3.3 (unknown COVID-19 vaccination status)

NHSN automatically calculates number of individuals who have completed vaccination.

🗑 2.1 ★ <u>Only</u> dose 1 of *Pfizer-BioNTech* COVID-19 vaccine	7
🗑 2.2 ★ **Dose 1 and dose 2** of *Pfizer-BioNTech* COVID-19 vaccine	33
🗑 2.3 ★ <u>Only</u> dose 1 of *Moderna* COVID-19 vaccine	3
🗑 2.4 ★ **Dose 1 and dose 2** of *Moderna* COVID-19 vaccine	24
🗑 2.5 ★ **Dose** of *Janssen* COVID-19 vaccine	4
🗑 2.99 ★ Complete COVID-19 vaccination series: unspecified manufacturer	3
★ Any completed COVID-19 vaccine series	64

Question #2: *Cumulative number of HCP in Question #1 who have received a COVID-19 vaccine since December 2020 (cont.)

- Vaccination data collected:
    - Last month, 20 individuals received dose 1 of the Pfizer-BioNTech vaccine
    - This week, 2 of these 20 individuals received dose 2 of the Pfizer-BioNTech vaccine

- NHSN reporting for this week:
    - **18** HCP would still be reported as receiving only dose 1 of a series of Pfizer-BioNTech vaccine
    - **2** HCP who have now received dose 2 of Pfizer-BioNTech vaccine would be reported as receiving dose 1 and dose 2 of a series

PFIZBION - Pfizer-BioNTech COVID-19 vaccine ❯	
🗑 2.1 ✱ Only dose 1 of Pfizer-BioNTech COVID-19 vaccine	18
🗑 2.2 ✱ Dose 1 and dose 2 of Pfizer-BioNTech COVID-19 vaccine	2

Question #3.1:*<u>Cumulative</u> number of HCP in Question #1 who have medical contraindications to COVID-19 vaccine

- CDC *"Interim Clinical Considerations for Use of COVID-19 Vaccines Currently Approved or Authorized in the United States" provides information on medical contraindications*
  - cdc.gov/vaccines/covid-19/info-by-product/clinical-considerations.html
- Include HCP who have not received **any** COVID-19 vaccine due to one of the following medical contraindications:
  - Severe allergic reaction (e.g., anaphylaxis) after a previous dose or to a component of the COVID-19 vaccine
  - Immediate allergic reaction of any severity to a previous dose or known (diagnosed) allergy to a component of the vaccine

Question #3.2 & 3.3: *Cumulative number of individuals in Question #1 who declined vaccine (3.2) & have unknown vaccine status (3.3)

- Philosophical, religious, or other reasons for declining COVID-19 vaccine not listed in the *Interim Clinical Considerations for Use of COVID-19 Vaccines Currently Authorized in the United States* are **not** considered medical contraindications for COVID-19 vaccination.
- Use "Unknown COVID-19 vaccination status" for reporting individuals without documentation of vaccination
- Questions 3.1 – 3.3 are required ☆

Question #2 & Question #3

- All HCP included in question 1 **must** be accounted for in question 2 or question 3 ⭐

- This means that the sum of values entered for question 2 (2.1 – 2.99) and question 3 (3.1 – 3.3) **must equal the** total number of individuals entered in question 1 ⭐

Healthcare Personnel COVID-19 Vaccination Cumulative Summary for Non-Long-Term Care Facilities

Date Created: 09/07/2021 10:48AM
Facility ID # *: 19401   Location Type *: Hospital
Vaccination type *: COVID19   Facility CCN #: 012521
Week of Data Collection: 09/06/2021 - 09/12/2021   Date Last Modified: 09/13/2021 4:58PM

Cumulative Vaccination Coverage

			Employee HCP	Non-Employee HCP		
		*All Core HCP[a]	*All HCP[b]	* Employees (staff on facility payroll)[c]	* Licensed independent practioner HCP[d]	* Adult students/trainees and volunteers[e]	* Other contract personnel[f]
1. * Number of HCP that were eligible to have worked at this healthcare facility for at least 1 day during the week of data collection	150	200	50	50	50	50
=	*All Core HCP[a]	*All HCP[b]	* Employees (staff on facility payroll)[c]	* Licensed independent practioner HCP[d]	* Adult students/trainees and volunteers[e]	* Other contract personnel[f]
2. *Cumulative number of HCP in Question #1 who have received COVID-19 vaccines at this facility or elsewhere since December 2020:						
2.1 * Only dose 1 of Pfizer-BioNTech COVID-19 vaccine	75	100	25	25	25	25
2.2 * Dose 1 and dose 2 of Pfizer-BioNTech COVID-19 vaccine	60	80	20	20	20	20
* Any completed COVID-19 vaccine series	60	80	20	20	20	20
+	*All Core HCP[a]	*All HCP[b]	* Employees (staff on facility payroll)[c]	* Licensed independent practioner HCP[d]	* Adult students/trainees and volunteers[e]	* Other contract personnel[f]
3.1. *Medical contraindication reason to not receive COVID-19 vaccine	15	20	5	5	5	5
3.2. * Offered but declined COVID-19 vaccine	0	0	0	0	0	0
3.3. * Unknown COVID-19 vaccination status	0	0	0	0	0	0

Question #4: *Cumulative number of HCP in question #2 eligible to receive an additional dose or booster of COVID-19 vaccine

- Fully vaccinated: having completed an initial vaccine series

- Additional dose or booster: COVID-19 vaccine received ≥2 weeks *after* completion of an initial vaccine series

  - **Additional dose** refers to an additional dose of vaccine administered when the immune response following an initial completed vaccine series is likely to be insufficient

  - **Booster dose** refers to an additional dose of vaccine administered when the initial sufficient immune response to an initial completed vaccine series is likely to have waned over time

- Please refer to the Interim Clinical Considerations for Use of COVID-19 Vaccines | CDC to determine individuals who are eligible to receive an additional dose or booster after receiving a complete vaccine series

Question #4: *<u>Cumulative</u> number of HCP in question #2 eligible to receive an additional dose or booster of COVID-19 vaccine (cont.)

- Include the following HCP as eligible to receive an **additional dose**:
  - Received an initial complete 2-dose mRNA COVID-19 vaccine series at this facility or elsewhere since December 2020 (question 2); <u>**AND**</u>
  - Eligible to receive an additional or booster dose of the COVID-19 vaccine, per CDC guidance noted above

- Facilities are encouraged to do their best when determining individuals who are eligible for an additional dose
  - For HCP, facilities may not have access to the medical information necessary to determine eligibility for additional doses. In this scenario facilities should report any HCP who received an additional dose (question 5) as eligible to receive an additional dose in question 4.

Question #5: *Cumulative number of HCP in question #4 who have received an additional dose or booster of COVID-19 vaccine at this facility or elsewhere since August 2021
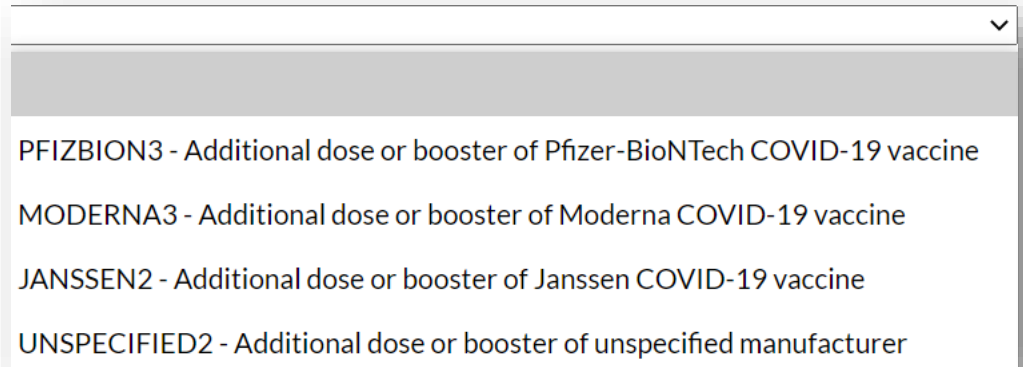
- Each week, report <u>all</u> HCP in question 4 (who are eligible to have received an additional dose or booster) who have ever received an additional dose or booster since August 2021

- Include receipt of additional dose or booster at the facility <u>or elsewhere</u>

- *Example:*
  - *Week 1: <u>5</u> HCP received an additional dose or booster of a COVID-19 vaccine*
  - *Week 2: <u>3</u> more HCP received an additional or booster of a COVID-19 vaccine*
  - *For Week 1: Report <u>5</u> HCP received an additional dose or booster*
  - *For Week 2: Report **8** HCP received an additional dose or booster*

Question #5: *Cumulative number of HCP in question #4 who have received an additional dose or booster of COVID-19 vaccine at this facility or elsewhere since August 2021

- **Step 1**: Select a COVID-19 vaccine from the

drop-down box
  - *Pfizer-BioNTech*
  - *Moderna*
  - *Janssen*
  - *Unspecified manufacturer*

PFIZBION3 - Additional dose or booster of Pfizer-BioNTech COVID-19 vaccine

MODERNA3 - Additional dose or booster of Moderna COVID-19 vaccine

JANSSEN2 - Additional dose or booster of Janssen COVID-19 vaccine

UNSPECIFIED2 - Additional dose or booster of unspecified manufacturer

- **Step 2**: Enter cumulative number of HCP who received An additional dose or booster

Question #5: *<u>Cumulative</u> number of HCP in question #4 who have received an additional dose or booster of COVID-19 vaccine at this facility or elsewhere since August 2021

- **Step 3**: If HCP received an additional dose or booster of another type of vaccine, repeat steps 1-2

NHSN automatically calculates total number of HCP who received an additional dose or booster.

5. *<u>Cumulative</u> number of HCP in Question #4 who have received an additional dose or booster of COVID-19 vaccine at this facility or elsewhere since 07/19/2021:

🗑 5.1 *Additional dose or booster of *Pfizer-BioNTech* COVID-19 vaccine	5	1	2	0
🗑 5.2 *Additional dose or booster of *Moderna* COVID-19 vaccine	4	0	3	1
🗑 5.3 *Additional dose or booster of *Janssen* COVID-19 vaccine	1	1	1	0
*Any additional dose or booster of COVID-19 vaccine series	10	2	6	1

Questions #4 & #5

- If no individuals are eligible to receive an additional dose or booster of COVID-19 vaccine, report zero individuals for question 4 and question 5
  - Questions 4 and 5 are required fields
  - Enter zero ("0") question #4
  - Enter zero ("0") for question #5 (select any manufacturer from the dropdown)
- If a facility does not have any individuals who received an additional dose or booster of COVID-19 vaccine
  - Select any manufacturer from the dropdown
  - Enter zero ("0") for question #5
- Only individuals who have <u>received</u> an additional dose or booster should be reported in question 5

Questions #4 & #5: Examples

- **Example 1:** Facility A cannot determine if an individual is eligible for an additional dose at this time because they do not know the individual's health status to determine if they are moderately to severely immunocompromised.
    - The individual should not be reported in question 4 or question 5.

- **Example 2:** Facility B has a staff member who only received dose 1 of the Moderna COVID-19 vaccine. However, this staff member expressed an interest in receiving an additional dose of vaccine.
    - The staff member should not be included in questions 4 and 5 since he/she did not complete an initial COVID-19 vaccination series.

Questions #4 & #5: Examples (cont.)

- **Example 3:** Facility C is not aware or unable to determine whether any staff members currently meet the eligibility criteria for receiving an additional or booster dose of a COVID-19 vaccine. However, two staff members have documentation of receiving an additional dose.

  - For reporting through the NHSN COVID-19 vaccination modules, assume these two staff members were eligible to have received an additional dose of the COVID-19 vaccine and include these two staff members in question 4 and question 5 of the data collection form

Question #6: *Describe the availability of COVID-19 vaccine(s)

- Question 6.1: Is your facility a vaccine provider? [Yes/No]
    - Only facilities enrolled as vaccine providers can legally store, handle, and administer COVID-19 vaccine in the United States.
    - How to Enroll as a COVID-19 Vaccination Provider | CDC
        - https://www.cdc.gov/vaccines/covid-19/provider-enrollment.html

- Question 6.2: If a vaccine provider, is vaccine supply sufficient this week?

- Question 6.3: If not a vaccine provider, are other arrangements sufficient?

- Question 6.4: Free text description of vaccine supply issues (optional)

COVID-19 Vaccination Coverage among HCP – National Quality Forum (NQF) Measure & Centers for Medicare and Medicaid Services (CMS) Reporting Requirements

- COVID-19 vaccination coverage among HCP is an NHSN measure for NQF endorsement: COVID-19 Vaccination of Healthcare Personnel Measure Specifications (cdc.gov)
- The measure is defined as the percentage of HCP who received a complete COVID-19 vaccination series
    - Individuals having received a complete initial vaccine series (2 doses of mRNA or 1 dose of Janssen) are considered fully vaccinated.
    - Additional dose and booster dose data are required and help to inform public health response.
- The measure refers to data submitted for employees, licensed independent practitioners, and adult students/trainees & volunteers. Displayed as 'All Core HCP' on the data collection form.
- For information about CMS reporting requirements, please see visit
    - Acute Care Hospitals and Long-Term Care Hospitals
    - Inpatient Rehabilitation Facilities
    - Inpatient Psychiatric Facilities
    - Facilities can contact CMS (iqr@hsag.com) with questions about CMS data reporting requirements for Inpatient Quality Reporting Program

Reminder: Vaccine Adverse Event Reporting System (VAERS)

- Adverse events should be reported to VAERS:
  vaers.hhs.gov/reportevent.html

- To help identify reports from NHSN sites, please enter your NHSN orgID in Box 26 of the VAERS form

- Report clinically significant COVID-19 vaccine adverse events
  - Serious adverse events (such as death, life-threatening conditions, or inpatient hospitalization) that occur after vaccination, even if it is not certain that vaccination caused the event
  - Vaccine administration errors
  - Other clinically significant adverse events may be described in fact sheets for provider emergency use authorization or prescribing information

Tables of Instructions

- Tables of instructions provide detailed definitions of the denominator and numerator categories
- Review instructions before collecting and entering data
  - https://www.cdc.gov/nhsn/hps/weekly-covid-vac/index.html

Data Fields	Instructions for Completion
All Core HCP	This number is the sum of employees (staff on facility payroll), licensed independent practitioners (physicians, advanced practice nurses, & physician assistants) and adult students/trainees & volunteers. This field is auto-populated by NHSN.
All HCP	This number is the sum of employees (staff on facility payroll), licensed independent practitioners (physicians, advanced practice nurses, & physician assistants), adult students/trainees & volunteers, and other contract personnel. This field is auto-populated by NHSN.
Employee HCP (Staff on facility payroll)	*Required.* Defined as all persons receiving a direct paycheck from the healthcare facility (i.e., on the facility's payroll), regardless of clinical responsibility or patient contact.
Non-Employee HCP (Licensed independent practitioners: Physicians, advanced practice nurses, & physician assistants)	*Required.* Defined as physicians (MD, DO); advanced practice nurses; and physician assistants only who are affiliated with the healthcare facility, but are not directly employed by it (i.e., they do not receive a paycheck from the facility), regardless of clinical responsibility or patient contact. Post-residency fellows are also included in this

Tracking Worksheet

- Optional tool in an Excel spreadsheet format
- Auto-calculates answers to the vaccination data collection form
  - https://www.cdc.gov/nhsn/hps/weekly-covid-vac/index.html

Healthcare Personnel COVID-19 Vaccination Cumulative Summary for Non-Long-Term Care Facilities TRACKING WORKSHEET					*Facility ID#:			
					Vaccination type:		COVID_19	
					*First day of Reporting Week (Monday):		8/2/2021	
					Last day of the reporting week (Sunday):		8/8/2021	

*HCP Start of Employment Date (Enter Date)	HCP End of Employment Date (Enter Date)	HCP Last Name (Enter name)	HCP First Name (Enter name)	Unique HCP Identifier (Enter DOB, License #, etc.)	*Vaccinated with Dose 1 (Enter date of vaccination 1)	*Dose 1 Vaccine Manufacturer Name (choose from drop-down)	*Vaccinated with Dose 2 (Enter date of vaccination 2)	*Dose 2 Vaccine Manufacturer Name (choose from drop-down)

READ THIS - Instructions | **TrackingWorksheet** | ReportingSummary | ⊕

How do I get started in NHSN?

Key Roles in NHSN

- Facility Administrator
    - The person enrolling the facility in NHSN
    - Only person who can activate additional components for a facility
    - Has add/edit/delete data, users, and users' access
    - Has authority to nominate/join groups for data sharing
    - Only person who can re-assign the role of Facility Administrator to another user
    - There is only one Facility Administrator per facility
- Users
    - Rights are determined by Facility Administrator: view data, data entry, and data analysis
    - May be given administrative rights

Getting Started in NHSN

- Enrolling in NHSN
  - Facilities that are currently not participating in NHSN and wish to participate must <u>enroll</u> their facility in NHSN (usually takes at least 4-6 weeks)
    - Please visit http://www.cdc.gov/nhsn/enrollment/index.html for more information regarding the enrollment process
  - During the enrollment process, facilities may choose to participate in any of the NHSN components
- Activating the HPS Component
  - Facilities that are <u>already enrolled</u> in NHSN and wish to participate in the HPS Component must <u>activate</u> the component within NHSN
  - For information about the HPS component, please visit https://www.cdc.gov/nhsn/hps/index.html

New Users to NHSN

- Receive a "Welcome to NHSN" e-mail
- Receive e-mails to register and create a SAMS account
  - Follow instructions carefully
- Complete and submit identity verification documents to SAMS
  - Don't delay beginning the process
- Access NHSN using SAMS credentials

SAMS Grid Card
Credentials

Entrust

	A	B	C	D	E	F	G	H	I	J	
1	E	Q	X	3	T	5	N	4	M	Q	1
2	E	3	K	6	J	M	9	F	8	6	2
3	C	1	6	M	3	J	H	M	P	Y	3
4	T	W	W	1	4	V	6	0	7	2	4
5	8	6	7	W	6	J	5	M	P	X	5

Serial #
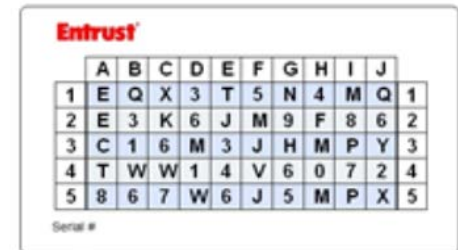
New Users to NHSN (cont.)

- New user onboarding takes at least 2-3 weeks
  - New users should begin this process well in advance of the reporting deadline
- Log into NHSN at least once per year to maintain active SAMS credentials
- A user with a SAMS card can enter data for multiple facilities as long as they are a registered user at each facility
- Information about the SAMS process can be found at: http://www.cdc.gov/nhsn/sams/about-sams.html

Change in NHSN Facility Administrator

- NHSN Facility Administrator should transfer role to another user <u>prior</u> to leaving the facility!

- NHSN can add an individual as the new NHSN Facility Administrator if the previous NHSN Facility Administrator has left the facility
  - Do <u>not</u> re-enroll the facility in NHSN

- Complete NHSN Facility Administrator Change Request form online
  - https://www.cdc.gov/nhsn/facadmin/index.html

- After being assigned as the new NHSN Facility Administrator, begin the new NHSN user onboarding process

NHSN Landing Page

- Select the Healthcare Personnel Safety (HPS) Component

Healthcare Personnel Safety Component Home Page

- Select 'Vaccination Summary' on the left-hand navigation bar, then 'COVID-19 Weekly Vaccination Summary'

Calendar Week

- Click on the week you wish to enter data

Healthcare Personnel Safety Monthly Reporting Plan Form

- Collects data on which modules and months the facility plans to participate

- Facilities must complete the monthly reporting plan before entering data for that month ☆

- Users should select from "Weekly COVID-19 Vaccination Module"

- Level 3 SAMS access is needed to enter a monthly reporting plan ☆

Monthly Reporting Plan

- From the Healthcare Personnel Safety Component Home Page, select "Reporting Plan" then "Add"

Monthly Reporting Plan View for Facilities with Inpatient Rehabilitation Facility (IRF) or Inpatient Psychiatric Facility (IPF) Units

- Select correct month and year from dropdown menus
- Check appropriate box next to "COVID-19 Vaccination Summary" for reporting facility data or IRF or IPF unit(s) data
- Click "Save"

Note: IRFs or IPFs with a different CCN should be reported separately from the acute care facility.

Monthly Reporting Plan View for All Other Facilities

- Select correct month and year from dropdown menus
- Check appropriate box next to "COVID-19 Vaccination Summary"
- Click "Save"

Add Monthly Reporting Plan

Mandatory fields marked with *
*Facility ID: Dialysis Test Facility 7 (ID 10937)
*Month: October
*Year: 2021

☐ No NHSN Healthcare Personnel Safety Modules Followed this Month

Healthcare Personnel Exposure Modules
☐ Blood/Body Fluid Exposure Only
☐ Blood/Body Fluid Exposure with Exposure Management
☐ Influenza Exposure Management
Healthcare Personnel Vaccination Module
☐ Influenza Vaccination Summary
Weekly COVID-19 Vaccination Module
☐ COVID-19 Vaccination Summary

Save   Back

Monthly Reporting Plan (cont.)

- "Plan saved successfully" will appear in a green box at the top of the page
- Click "Next" to proceed to update the next Monthly Reporting Plan
- Can create multiple plans in advance

50

Monthly Reporting Plan (cont.)

- Yellow boxes will appear on the "Weekly Vaccination Calendar" indicating that there are COVID-19 vaccination data that can be entered for the week

- Click the yellow box to enter HCP COVID-19 vaccination data for the week

Vaccination Summary Data

- Complete the required data fields

- Red asterisks indicate required questions that must be completed

- Use the "tab" key on a computer keyboard to move across columns

- Enter "0" if no HCP are reported for a required field

Saving COVID-19 Vaccination Data

- Click on the "Save" button at the bottom of your screen after entering data

Reminder for reporting to Vaccine Adverse Event Reporting System (VAERS)

Please note that clinically significant adverse events following COVID-19 vaccination should be reported to the Vaccine Adverse Event Reporting System (VAERS) at https://vaers.hhs.gov/reportevent.html. To help identify reports from NHSN sites, please enter your NHSN orgID in Box 26 of the VAERS form.

Clinically significant adverse events include vaccine administration errors and serious adverse events (such as death, life-threatening conditions, or inpatient hospitalization) that occur after vaccination, even if it is not certain that vaccination caused the event.
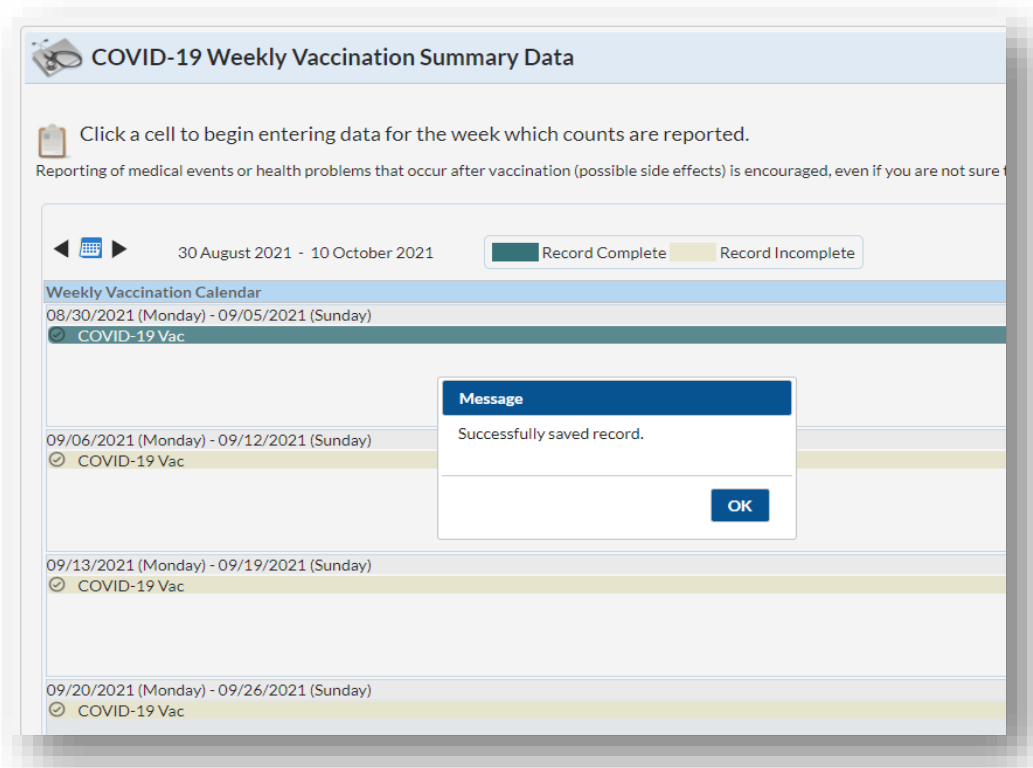
Other clinically significant adverse events may be described in the provider emergency use authorization (EUA) fact sheets or prescribing information for the COVID-19 vaccine(s). Healthcare providers should comply with VAERS reporting requirements described in EUAs or prescribing information.

Save   Cancel

Saving COVID-19 Vaccination Data (cont.)

- A message will appear indicating that your data have been saved

Editing Summary Data

- Click on the week you wish to edit data

Editing Summary Data (cont.)

NHSN Analysis and Reporting

- Users can utilize the Analysis tool within NHSN to generate summary reports for facility data

- Reports are organized in two folders:
  - "COVID-19 Vaccination" for data after September 2021 NHSN update ⭐
  - "COVID-19 Vaccination" (Pre-10.0) for data before September 2021 NHSN update ⭐
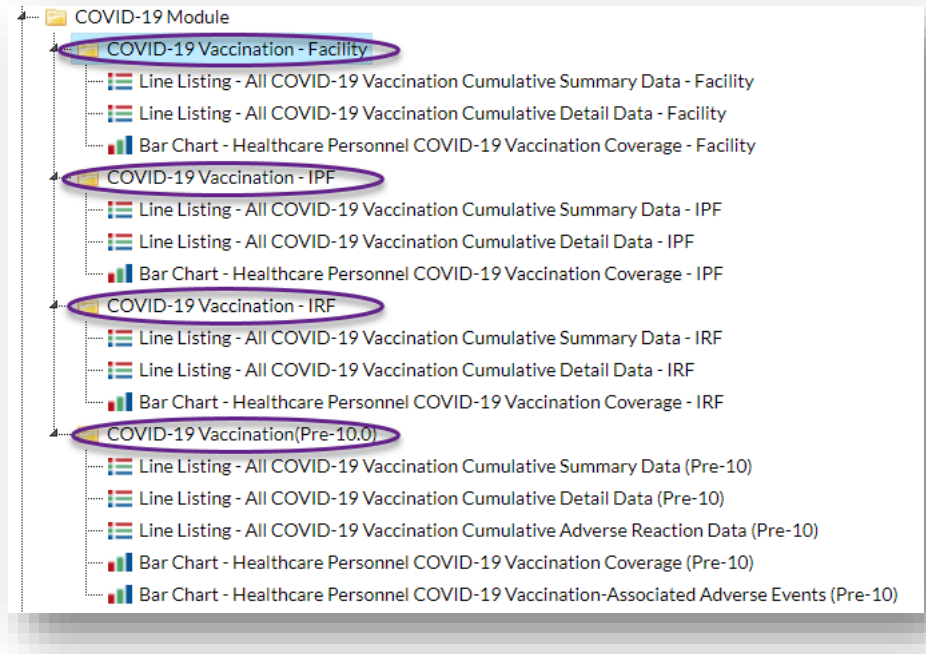
NHSN Analysis and Reporting - IPFs

- Free-standing IPFs should click on the "COVID-19 Module" and "COVID-19 Vaccination – Facility"

- IPF units within other facilities should click on "COVID-19 Module" and "COVID-19 Vaccination – IPF"
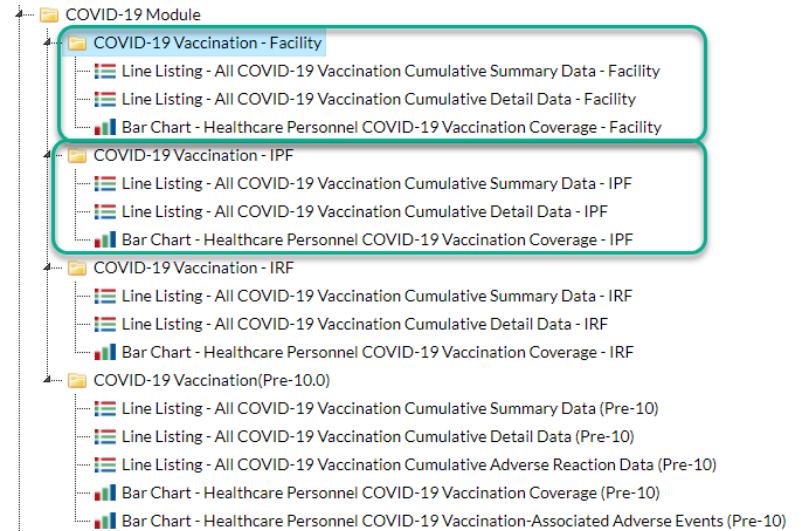
NHSN Analysis and Reporting - IRFs

- <u>Free-standing IRFs</u> should click on the "COVID-19 Module" and "COVID-19 Vaccination – Facility"

- <u>IRF units within other facilities</u> should click on "COVID-19 Module" and "COVID-19 Vaccination – IRF"
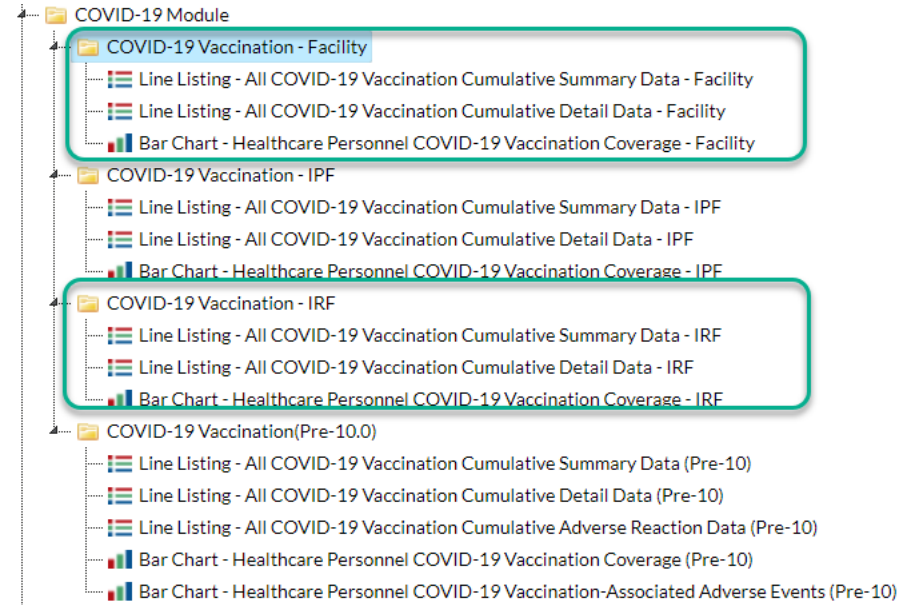
Reporting cumulative vaccination data

Reporting Cumulative Data: Week 1

- Week 1: 50 HCP in facility: 10 received 1st vaccine dose; 5 received 2nd vaccine dose

	Week 1	Week 2	Week 3
1. Number of HCP working in or receiving care at the facility for at least 1 day during the week of data collection	50		
2.1. Cumulative number of HCP in question #1 who received <u>only</u> dose 1 of *Pfizer-BioNTech* COVID-19 vaccine	10		
2.2. Cumulative number of HCP in question #1 who received dose 1 <u>and</u> dose 2 of *Pfizer-BioNTech* COVID-19 vaccine	5		

Reporting Cumulative Data: Week 2

- Week 1: 50 HCP: 10 received 1st vaccine dose; 5 received 2nd vaccine dose

- Week 2: **5** more HCP received 1st dose

	Week 1	**Week 2**	**Week 3**
1. Number of HCP working in or receiving care at the facility for at least 1 day during the week of data collection	50	50	
2.1. Cumulative number of HCP in question #1 who received <u>only</u> dose 1 of *Pfizer-BioNTech* COVID-19 vaccine	10	(10+5) **15**	
2.2. Cumulative number of HCP in question #1 who received dose 1 <u>and</u> dose 2 of *Pfizer-BioNTech* COVID-19 vaccine	5	5	

Reporting Cumulative Data: Week 3

- Week 1: 50 HCP : 10 received 1st vaccine dose; 5 received 2nd vaccine dose
- Week 2: 5 more HCP received 1st dose
- Week 3: **3** more HCP received 1st dose; **10** HCP received 2nd dose

	Week 1	Week 2	Week 3
1. Number of HCP working in or receiving care at the facility for at least 1 day during the week of data collection	50	50	50
2.1. Cumulative number of HCP in question #1 who received <u>only</u> dose 1 of *Pfizer-BioNTech* COVID-19 vaccine	10	15	(15+3-10) **8**
2.2. Cumulative number of HCP in question #1 who received dose 1 <u>and</u> dose 2 of *Pfizer-BioNTech* COVID-19 vaccine	5	5	

Reporting Cumulative Data: Week 3 (cont.)

- Week 1: 50 HCP: 10 received 1st vaccine dose; 5 received 2nd vaccine dose
- Week 2: 5 more HCP received 1st dose
- Week 3: **3** more HCP received 1st dose; **10** HCP received 2nd dose

	Week 1	Week 2	Week 3
1. Number of HCP working in or receiving care at the facility for at least 1 day during the week of data collection	50	50	50
2.1. Cumulative number of HCP in question #1 who received <u>only</u> dose 1 of *Pfizer-BioNTech* COVID-19 vaccine	10	15	(15+3-10) 8
2.2. Cumulative number of HCP in question #1 who received dose 1 <u>and</u> dose 2 of *Pfizer-BioNTech* COVID-19 vaccine	5	5	(5+10) 15

Resources

Resource: The NHSN Website

Access training materials at:
https://www.cdc.gov/nhsn/hps/weekly-covid-vac/index.html

- Data collection forms
- Tables of instructions
- Tracking worksheets
- Training slides
- Analysis and reporting guides
- .CSV file resources

Questions or Need Help?

E-mail user support at: nhsn@cdc.gov

Please write '*Weekly COVID-19 Vaccination*' in the subject line of the e-mail

For more information, contact CDC
1-800-CDC-INFO (232-4636)
TTY: 1-888-232-6348   www.cdc.gov

The findings and conclusions in this report are those of the authors and do not necessarily represent the official position of the Centers for Disease Control and Prevention.