

Monthly Influenza Vaccination Reporting

How to Report Monthly Influenza Vaccination Data for Dialysis Facilities

The purpose of this document is to assist dialysis facilities with reporting monthly influenza vaccination data for healthcare personnel (HCP) through CDC's NHSN. Guidance included in this document instructs users how to use the "Weekly Influenza Reporting Module" to report monthly summaries of vaccination coverage in a dialysis facility. **To meet the End-Stage Renal Disease (ESRD) Network reporting requirement per contractual obligation, dialysis facilities must report cumulative influenza vaccination data for each calendar month in the last full week for that month during the recommended influenza vaccination time period for the 2023-2024 influenza season.** A week is designated as belonging to the month of the week-end date. For example, submitting data for the week of January 29 through February 4 is considered as submitting data for a week in February (and not January).

Facilities are required to report cumulative data for the last reporting week of each calendar month from September 2023 through April 2024; to meet this requirement, facilities should report vaccination data for the following weeks:

- 9/18/23 – 9/24/23
- 10/23/23 – 10/29/23
- 11/20/23 – 11/26/23
- 12/25/23 – 12/31/23
- 1/22/24 – 1/28/24
- 2/19/24 – 2/25/24
- 3/25/24 – 3/31/24
- 4/22/24 – 4-28/24

This will help facilities monitor influenza vaccination coverage during the influenza season and improve protection of HCP and patients against influenza. Please note that facilities may report more frequently, such as each week, to consistently track influenza vaccination data for the purpose of public health surveillance. For more information on the ESRD reporting requirements, please contact any ESRD Network.

Entering Weekly Influenza Vaccination Data for HCP

Follow the instructions below to report data into the Weekly Influenza Vaccination Module.

1. Access the Healthcare Personnel Safety (HPS) Component homepage in NHSN.
2. Click on 'Vaccination Summary' on the left-hand navigation bar.
3. Click on the 'Weekly Flu Vaccination Summary' option on the left-hand navigation bar.

September 2023

NHSN Home

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 - Weekly Flu Vaccination Summary**
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- Logout

NHSN Healthcare Personnel Safety

Action Items

COMPLETE THESE ITEMS

ALERTS

- To report weekly influenza vaccination data, click on the week for which you wish to report data.

10/9/2023 (Monday) – 10/15/2023 (Sunday)

✓ Flu Vac: DIAL

- Enter data and be sure to click 'Save' at the bottom of the data entry screen. Entries will appear green once they are completed. (Entries appear yellow if they are incomplete.)
- Please note that facilities may receive a notification on their screen if data are not entered correctly. Soft alerts represent possible data entry errors and do not prohibit the user from saving their data, while hard alerts represent violation of the data reporting protocol and will prevent the user from saving their data.

Healthcare Personnel Influenza Vaccination Summary for Non-Long-Term Care Facilities				
Facility ID # *	Location ^: FLUDIAL - Dialysis			
Vaccination type *: Influenza	Influenza subtype *: SEASONAL - Seasonal Influenza Season *: 2023/2024			
Week of Data Collection: 10/9/2023- 10/15/2023	Date Last Modified:			
	Employee HCP	Non-Employee HCP		
	*Employees (staff on facility payroll)	*Licensed independent practitioners: Physicians, advanced practice nurses, & physician assistants	*Adult students/trainees & volunteers	Other Contract Personnel
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	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2. Cumulative number of HCP in question #1 that received an influenza vaccination at this healthcare facility since influenza vaccine became available this season	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3. Cumulative number of HCP in question #1 that provided a written report or documentation of influenza vaccination outside this healthcare facility since influenza vaccine became available this season	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
4. Number of HCP in question #1 that have a medical contraindication to the influenza vaccine	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
5. Number of HCP in question #1 that declined to receive the influenza vaccine this season	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
6. Number of HCP in question #1 with unknown vaccination status (or criteria not met for questions 2-5 above)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Vaccine Availability				
*7. Has your facility received its supply of influenza vaccine for the current influenza season?	<input type="text"/>			
*8. Is your facility currently experiencing a shortage of influenza vaccine for the current influenza season?	<input type="text"/>			
Custom Fields				
Comments				
<input type="text"/>				

Resources

- Training materials, such as the data collection form, table of instructions for completion of the form, and presentation slides are available at: [HCP Flu Vaccination | HPS | NHSN | CDC](#).
- Please send any questions via e-mail to: nhsn@cdc.gov with 'Weekly Flu Summary' in the subject line.

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