Reporting Weekly Influenza Vaccination Data for Dialysis Facilities

Division of Healthcare Quality Promotion

December 2022

Objectives

- Discuss the value of reporting weekly influenza vaccination data

- Describe how facilities can track weekly influenza vaccination of healthcare personnel (HCP)

- Review data reporting in detail, along with how to upload data using .CSV documents

1.

Reporting Requirements

- **As of January 2022, CMS and ESRD have mandated that dialysis facilities should report cumulative influenza healthcare personnel vaccination data for the last reporting week of each calendar month for the 2021-2022 influenza season.**
  - Facilities will still need to report these data for the 2022-2023 flu season
  - A week is designated as belonging to the month of the week-end date.
    - Example: Submitting data for the week of December 26 through January 1 is considered submitting data for a week in January.

2.

Reporting Requirements (Cont.)

- **To meet reporting requirements for the 2022-2023 influenza season, facilities should report vaccination data for the following weeks:**

- **10/24/2022-10/30/22**
- **11/21/2022-11/27/2022**
- **12/19/2022-12/25/2022**
- **1/23/2023-1/29/2023**
- **2/20/2023-2/26/2023**
- **3/20/2023-3/26/2023**

- **For more information on the ESRD reporting requirements, please contact your ESRD network**

Note on Reporting

- **Every individual, free-standing facility should enroll and report separately in NHSN with a unique NHSN-assigned OrgID. This applies even if physically separate facilities share a single CCN.**

4.

How can I use these data?

Benefits of NHSN

- **NHSN users can report weekly influenza vaccination data through the HCP Safety Component**

- **The weekly influenza vaccination module is designed to ensure that reported influenza vaccination percentages are:**
  - Consistent over time within a single healthcare facility
  - Comparable across facilities

- **Tracking and reporting vaccination status allows for enhanced identification and targeting of unvaccinated HCP**

Putting Data into Action

- **Facilities can use data to obtain a better picture of influenza vaccination at their facility**
  - Monitor vaccination trends over time
    - Example: Review how quickly cumulative vaccination coverage rates increase each week for HCP groups
  - Identify HCP groups with lower vaccination rates
    - Example: A facility may find that vaccination rates are lower among non-employees than among employees
  - Pinpoint barriers to influenza vaccination
    - Example: A facility may discover that non-employees have a lower influenza vaccination rate because they are not covered by facility vaccination policies and programs for employees

7.

Putting Data into Action (cont.)

- **Facilities can use the data from the HCP Vaccination Module to inform decision-making**

    - Refine facility strategy and outreach to unvaccinated groups
        - Example: Update vaccination programs to include non-employee HCP
        - Example: Increase the number of days vaccine is offered to HCP onsite
    - Improve vaccination tracking
        - Example: Implement automated tracking systems

8.

Data Elements

Weekly Reporting for HCP: Denominator

- **Denominator**
  - Number of HCP that were eligible to have worked at this healthcare facility for at least 1 day during the week of data collection
    - Include workers on sick leave, maternity leave, and vacation
    - Include both full-time and part-time persons

10.

Weekly Reporting for HCP: Denominator (cont.)

- **Denominator Categories**
  - Required
    - Employees (staff on facility payroll)
    - Non-Employees
      - Licensed independent practitioners: Physicians, advanced practice nurses, & physician assistants
      - Adult students/trainees & volunteers
  - Optional
    - Other contract personnel

11.

Breakdown of Denominator Categories

- **Employees**
  - 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.

- **Non-Employee HCP**
  - Licensed independent practitioners (Physicians, advanced practice nurses, & physician assistants)
    - 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.
  - Adult students/trainees & volunteers)
    - Defined as medical, nursing, or other health professional students, interns, medical residents, or volunteers aged 18 or older that 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.

12.

Breakdown of Denominator Categories (cont.)

- **Non-Employee HCP**
  - Other Contract Personnel
    - Defined as persons providing care, treatment, or services at the facility through a contract who do not fall into any other denominator categories.

13.

Weekly Reporting for HCP: Numerator

- **HCP receiving an influenza vaccination at this healthcare facility since influenza vaccine became available this season**
  - HCW should be counted in the report for the facility, since flu vaccine may be available as early as July or August
- **HCP providing a written report or documentation of influenza vaccination outside this healthcare facility since influenza vaccine became available this season**
- **HCP having a medical contraindication to the influenza vaccine**
- **HCP declining to receive the influenza vaccine this season**
- **HCP with unknown vaccination status**

14.

Weekly Reporting for HCP: Additional Notes

- **A healthcare worker (HCW) may be eligible to work in two or more facilities for at least 1 day during the week of data collection**
  - Each facility should include the HCW in their denominator (question 1 on the data collection form)

- **The HCP categories are mutually exclusive. Each HCW should be counted only once in a facility's denominator**

15.

Vaccine Availability

- **Receipt of influenza vaccine supply for current influenza season**

- **Experiencing a shortage of influenza vaccine for current influenza season**

16.

Tables of Instructions

- **Tables of instructions provide detailed definitions of the denominator and numerator categories**
- **Review instructions before collecting and entering data**
- **Access instructions at: 57.211 Instructions for Completion of the Weekly Healthcare Personnel Influenza Vaccination Summary Form for Non-Long-Term Care Facilities (cdc.gov)**

Instructions for Completion of the Weekly Healthcare Personnel Influenza Vaccination Cumulative Summary Form for Non-Long-Term Care Facilities (CDC 57.211, Rev 2)

This form is used to collect information on weekly influenza vaccination counts among healthcare personnel (HCP) working at non-long-term care facilities.

Data Fields	Instructions for Completion
Facility ID #	*Required.* The NHSN-assigned facility ID will be auto-entered.
Location	*Conditionally Required.* Facilities with CMS inpatient rehabilitation facility (IRF) units and/or inpatient psychiatric facility (IPF) units must specify if they are reporting data for their facility or their CMS IRF unit(s) and/or CMS IPF unit(s).
Vaccination Type	*Required.* Influenza is the default and only current choice.
Influenza Subtype	*Required.* Seasonal is the default and only current choice.
Influenza Season	*Required.* Select the influenza season years for which data were collected (for example, 2020/2021).
Week of Data Collection	*Required.* Enter the day, month, and year of the beginning and end dates for the week data are being collected. Weeks begin on a Monday and end on a Sunday.
Date Last Modified	The Date Last Modified will be auto-entered and indicate the date that these data were last changed by a user.

17.

How do I get started in NHSN?

NHSN Landing Page

- **Select the HCP Safety Component**

Welcome to the NHSN Landing Page

Select component:

Healthcare Personnel Safety ▼
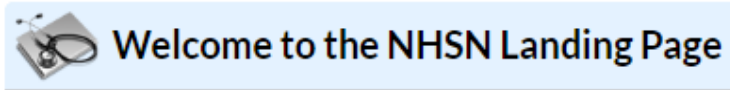
Select facility/group:

▼

Submit

HPS Component Home Page

- Select 'Vaccination Summary' and 'Weekly Vaccination Summary' on the left-hand navigation bar

Entering Weekly Vaccination Data

21.

Entering Weekly Vaccination Data (cont.)

Healthcare Personnel Influenza Vaccination Summary for Non-Long-Term Care Facilities

Faciliy ID # *: 83110   Location ^: FLUDIAL - Dialysis
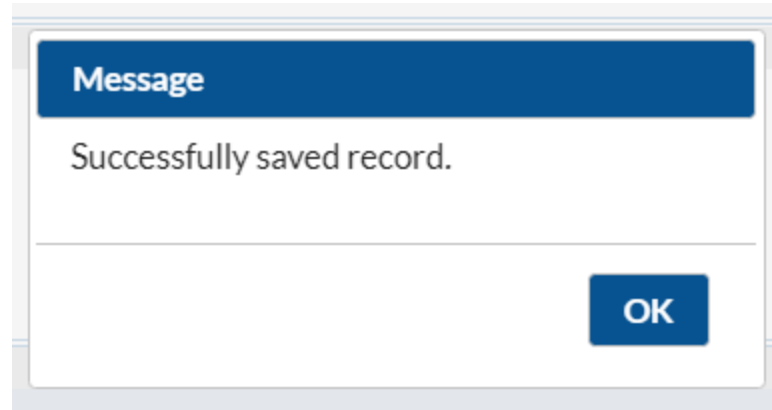
Vaccination type *: Influenza   Influenza subtype *: SEASONAL - Seasonal   Influenza Season *: 2022/2023

Week of Data Collection: 12/05/2022 - 12/11/2022   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				
2. Cumulative number of HCP in question #1 that received an influenza vaccination at this healthcare facility since influenza vaccine became available this season				
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				
4. Number of HCP in question #1 that have a medical contraindication to the influenza vaccine				
5. Number of HCP in question #1 that declined to receive the influenza vaccine this season				
6. Number of HCP in question #1 with unknown vaccination status (or criteria not met for questions 2-5 above)				

22.

Entering Weekly Vaccination Data (cont.)

Editing Weekly Vaccination Data

24.

Editing Weekly Vaccination Data (cont.)

Vaccination type *: Influenza   Influenza subtype *: SEASONAL - Seasonal   Influenza Season *: 2022/2023
Week of Data Collection: 11/28/2022 - 12/04/2022   Date Last Modified: 12/14/2022 1:35PM

| | 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	5	5	5	5
2. Cumulative number of HCP in question #1 that received an influenza vaccination at this healthcare facility since influenza vaccine became available this season	1	1	1	1
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	1	1	1	1
4. Number of HCP in question #1 that have a medical contraindication to the influenza vaccine	1	1	1	1
5. Number of HCP in question #1 that declined to receive the influenza vaccine this season	1	1	1	1
6. Number of HCP in question #1 with unknown vaccination status (or criteria not met for questions 2-5 above)	1	1	1	1

Vaccine Availability

*7. Has your facility received its supply of influenza vaccine for the current influenza season?	Y - Yes ⌄
*8. Is your facility currently experiencing a shortage of influenza vaccine for the current influenza season?	Y - Yes ⌄

Custom Fields

Comments

Save   Cancel

25.

Uploading Data Via .CSV

What is .CSV Upload?

- Facilities enrolled in the National Healthcare Safety Network (NHSN) Healthcare Personnel Safety (HPS) Component can report healthcare personnel (HCP) flu vaccination data through the HPS Component
- There are two ways that facilities can submit data- by manual entry into the NHSN application and by .CSV import

  - For NHSN vaccination reporting, facility users can input their data into a .CSV file and then bulk upload it into the application.
  - Facilities can also confer rights to groups to import vaccination data on their behalf using CSV upload
  - Data must be entered in a specific format

27.

Steps for Entering Data Via .CSV File

Step 1: Download Template

- The .CSV template for the Weekly Flu Vaccination Module can be found at the NHSN Weekly Flu Vaccination webpage: https://www.cdc.gov/nhsn/hps/vaccination/index.html (not yet available)

Step 2: Enter Data

- Using the provided .CSV template for healthcare personnel data, populate each variable with the appropriate data

CSV Data Import

Weekly Healthcare Personnel Flu Vaccination Data

Uploading Group Flu .CSV Data Files (10.1.1) [PDF – 1 MB] – February 2022

CSV File Template (10.1.1) [CSV – 2 KB] – February 2022

Example CSV File (10.1.1) [CSV – 3 KB] – February 2022

Steps for Entering Data Via .CSV File (Continued)
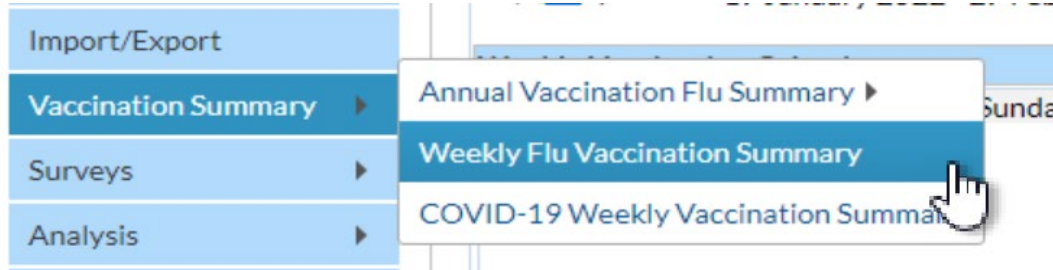
- Step 3: Upload CSV
  - To upload the completed .CSV file in NHSN, select "Vaccination Summary" from the menu bar.
  - Select "Weekly Flu Vaccination Summary".
  - A list of facilities by month will be displayed.
  - Click on the "Upload CSV" button.

29.
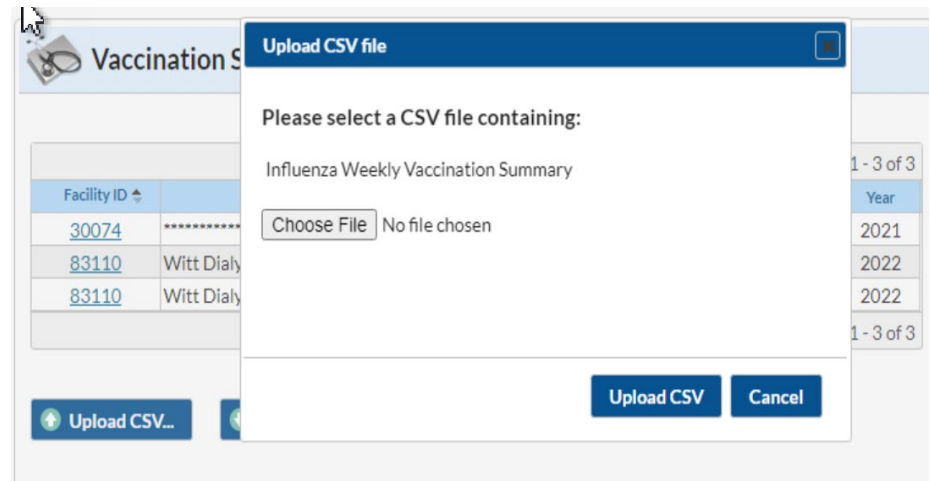
Steps for Entering Data Via .CSV File (Cont.)

- **Step 4: View Data**
  - A message that indicates the upload was successful will be generated.
  - The vaccination module will automatically populate the uploaded data.
  - Users can then select a facility for which data was added to view the record.

30.

Steps for Entering Data Via .CSV File (Cont.)

- **For more guidance and complete information on the variables included in the .CSV template please see the vaccination reporting website under the heading for "Weekly Reporting",** HCP Flu Vaccination | HPS | NHSN | CDC

Reporting cumulative vaccination data

Cumulative versus Incident Vaccination Data

- **Cumulative vaccination data are the total number of individuals in the facility who have ever received the flu vaccine since it became available**

- **Incident vaccination data are the number of new individuals who received flu vaccine in a specific week**

Reporting Cumulative Data for HCP

	Employees Jan. 9-15	Employees Jan. 16-22	Employees Jan. 23-29
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	100		
2. Cumulative number of HCP in question #1 that received an influenza vaccination at this healthcare facility since influenza vaccine became available this season	50		
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	10		

34.

Reporting Cumulative Data for HCP (cont.)

	Employees Jan.9-15	Employees Jan.16-22	Employees Jan.23-29
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	100	100	
2. Cumulative number of HCP in question #1 that received an influenza vaccination at this healthcare facility since influenza vaccine became available this season	50	60	
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	10	10	

Reporting Cumulative Data for HCP (cont.)

	Employees Jan. 9-15	Employees Jan. 16-22	Employees Jan. 23-29
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	100	100	100
2. Cumulative number of HCP in question #1 that received an influenza vaccination at this healthcare facility since influenza vaccine became available this season	50	60	70
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	10	10	10

36.

Resources

Resource: The NHSN Website

- **Visit** **https://www.cdc.gov/nhsn/hps/vaccination/index.html for training materials** **for training materials.**

- **Please see the screenshots for the exact locations of the resources**

Data Collection Forms & Instructions

All Data Collection Forms are Print-only

Weekly Reporting

Weekly HCP Influenza Vaccination Summary Form for non-LTCFs (57.211) – November 2020 [PDF – 150 KB]

   - Customizable form [DOCX – 50 KB]

   - Table of Instructions [PDF – 200 KB]

Supporting Materials

Weekly Flu Summary

Weekly HCP Influenza Vaccination Data Reporting Guidance – October 2020 [PDF – 200 KB]

Questions or Need Help?

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

Please include 'Weekly Flu Summary' 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