



Healthcare Personnel Safety Component

Healthcare Personnel Vaccination Module Influenza Vaccination Summary

Refresher Training: 2013-2014 Influenza Season

Objectives

- ❑ **Review reporting requirements for the Healthcare Personnel (HCP) Influenza Vaccination Summary**
 - Denominator categories
 - Numerator categories
 - Data collection timeframes
 - Notes on reporting requirements
 - Data submission

- ❑ **Review selected case studies**
 - Denominator case studies
 - Numerator case studies

Reporting Requirements for the HCP Influenza Vaccination Summary

HCP Influenza Vaccination Summary Protocol

- ❑ The protocol is a facility's guide to collecting and reporting HCP Influenza Vaccination Summary data through NHSN: <http://www.cdc.gov/nhsn/acute-care-hospital/hcp-vaccination/index.html#pro>

- ❑ It includes information on:
 - Data collection forms
 - Denominator categories and notes
 - Numerator categories and notes
 - Data sources
 - Methodology
 - Calculations for data analysis
 - Tables of instructions for completing data collection forms
 - Key terms

Required and Optional Reporting Forms

- **After enrolling in NHSN, activating the Healthcare Personnel Safety (HPS) Component and adding users, a facility should:**
 - **Complete Required Forms**
 - HCP Safety Monthly Reporting Plan
 - HCP Influenza Vaccination Summary Form
 - **Complete Optional Form (suggested)**
 - Seasonal Survey on Influenza Vaccination Programs for HCP

Denominator Categories

- ❑ Employee HCP
- ❑ Non-Employee HCP: Licensed independent practitioners
- ❑ Non-Employee HCP: Adult students/trainees and volunteers
- ❑ HCP must be physically present in the facility for at least 1 working day from October 1 through March 31 (change from 30-day requirement)

| National Healthcare Safety Network | | | | | |
|---|--|--|---|---------------------------------------|--------------------------|
| Healthcare Personnel Influenza Vaccination Summary | | | | | |
| Page 1 of 2 *required for saving | | | | | |
| Record the number of healthcare personnel (HCP) for each category below for the influenza season being tracked. | | | | | |
| *Facility ID#: | | | | | |
| *Vaccination type: Influenza | *Influenza subtype ^a : <input type="checkbox"/> Seasonal | *Influenza Season ^b : | | 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 |

Denominator Categories: Employee HCP

- **Employees (staff on facility payroll) [Required]**
 - Defined as all persons that receive a direct paycheck from the healthcare facility (i.e., on the facility's payroll), regardless of clinical responsibility or patient contact

Denominator Categories: Non-Employee HCP: Licensed Independent Practitioners

□ Licensed Independent Practitioners [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 category.
 - Advanced practice nurses include:
 - Nurse practitioners
 - Nurse midwives
 - Clinical nurse specialists
 - Nurse anesthetists

Denominator Categories: Non-Employee HCP: Adult Students/Trainees and Volunteers

- **Adult students/trainees and volunteers [Required]**
 - 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

Denominator Categories: Non-Employee HCP: Other Contract Personnel

□ Other contract personnel [Optional]

- Defined as persons providing care, treatment, or services at the facility through a contract
- There are several types of contract personnel who may work at a healthcare facility. Examples include:
 - Nurses (through agency and travel employers)
 - Dialysis technicians
 - Occupational therapists
 - Admitting staff
 - Housekeeping/environmental services staff
- Refer to Appendix A of the HCP Influenza Vaccination Summary Protocol for suggested list of contract personnel:

<http://www.cdc.gov/nhsn/acute-care-hospital/hcp-vaccination/index.html#pro>

Numerator Categories

- ❑ The numerator includes HCP who received an influenza vaccination during the time from when the vaccine became available through March 31 of the following year
 - Vaccinated at this healthcare facility
 - Vaccinated elsewhere
- ❑ Medical contraindications
- ❑ Declinations
- ❑ Unknown status

| | Employee HCP | Non-Employee |
|--|--|---|
| | *Employees (staff on facility payroll) | *Licensed independent practitioners: Physicians, advanced practice nurses, & physician assistants |
| 1. Number of HCP who worked at this healthcare facility for at least 1 day between October 1 and March 31 | | |
| 2. Number of HCP who received an influenza vaccination at this healthcare facility since influenza vaccine became available this season | | |
| 3. Number of HCP who provided a written report or documentation of influenza vaccination outside this healthcare facility since influenza vaccine became available this season | | |
| 4. Number of HCP who have a medical contraindication to the influenza vaccine | | |
| 5. Number of HCP who declined to receive the influenza vaccine | | |
| 6. Number of HCP with unknown vaccination status (or criteria not met for questions 2-5 above) | | |

Numerator Categories

- ❑ HCP who received an influenza vaccination at this healthcare facility since influenza vaccine became available this season
- ❑ HCP who provided a written report or documentation of influenza vaccination outside this healthcare facility since influenza vaccine became available this season
 - Acceptable forms of documentation include:
 - A signed statement or form, or an electronic form or e-mail from a healthcare worker (HCW) indicating when and where he/she received the influenza vaccine
 - A note, receipt, vaccination card, etc. from the outside vaccinating entity stating that the HCW was vaccinated at that location
 - Verbal statements are not acceptable

Numerator Categories

□ HCP who have a medical contraindication to the influenza vaccine

- For this module, for inactivated influenza vaccine (IIV), accepted contraindications include:
 - (1) severe allergic reaction (e.g., anaphylaxis) after a previous vaccine dose or to a vaccine component, including egg protein; or
 - (2) history of Guillain-Barré Syndrome within 6 weeks after a previous influenza vaccination.
- HCP who have a medical contraindication to live attenuated influenza vaccine (LAIV) other than the medical contraindications listed above, should be offered IIV by their facility, if available
- Documentation is not required for reporting a medical contraindication (verbal statements are acceptable)

Numerator Categories

- **HCP who declined to receive the influenza vaccine**
 - Documentation is not required for reporting declinations (verbal statements are acceptable)
 - HCP who decline vaccination for religious or philosophical reasons are included in this category
 - HCP who decline vaccination due to a condition other than those accepted as medical contraindications for the purposes of this reporting are included in this category

- **HCP with unknown vaccination status (or criteria not met for above-mentioned categories)**

Data Collection Timeframes

- ❑ Denominator Timeframe: HCP who are physically present in the healthcare facility for at least 1 working day from October 1 through March 31
- ❑ Numerator Timeframe: HCP in the denominator population who received an influenza vaccination during the time from when the vaccine became available (e.g., August or September) through March 31 of the following year

Notes on Reporting Requirements

- ❑ Facilities are no longer required to track whether a healthcare worker is physically present in a facility 30 days or more from October 1 through March 31
 - Beginning with the 2013-2014 season, facilities should count all HCP working one day or more during the reporting period.
- ❑ Working for any number of hours a day should be counted as one working day
- ❑ Both full-time and part-time HCP should be included

Data Submission

- ❑ Facilities are only required to report data once for the entire reporting period (October 1 through March 31)
- ❑ Data must be entered into NHSN by May 15, 2014, in order to be transmitted to CMS for IPPS Hospital Inpatient Quality Reporting Program
- ❑ Facilities can view the report of their data that will be sent to CMS
 - Visit <http://www.cdc.gov/nhsn/cms/index.html#hpiv> to access instructions on how to view data for CMS reporting programs

Case Studies

Denominator: Case Study 1

- A HCW does not work with patients, but because of staff meetings is physically present in the facility during the reporting period. Should you count this HCW in the denominator?
 - Yes. You should count HCP who physically work in the facility and who perform any work duty in the facility for at least 1 day from October 1 through March 31. However, you would not need to count HCP who are not officially in the facility for work duty (e.g., coming into the facility for lunch, etc.).

Denominator: Case Study 2

- ❑ **Your facility owns several outpatient provider practices that are physically separate from the main campus. Employees of these clinics are on the facility's payroll. Would you count these employees in your facility's HCP influenza vaccination summary reporting?**
 - No. These employees should not be counted, unless they also physically work at the acute care facility for at least 1 day from October 1 through March 31.

Denominator: Case Study 3

- **Your healthcare system has two acute care facilities, A and B. If a HCW works at facility A for 1 day during the influenza season and works at facility B for 15 days during the influenza season, should you count the HCW in the vaccination data for both facilities?**
 - Yes. All HCP who physically work at the facility for at least 1 day from October 1 through March 31 should be counted for each facility where they work. Therefore, you would count the individual in your influenza vaccination summary data reporting for facility A and facility B.

Denominator: Case Study 4

- ❑ **Your healthcare organization uses multiple payroll systems. Some employees are part of a hospital payroll while others are paid through a corporate payroll. Should you count employees who are paid through a corporate payroll in the employee category?**
 - No. Corporate employees who are not paid directly through the hospital payroll would not be counted in the employee category, although they could be counted in the licensed independent practitioner or other contract personnel categories, if they meet protocol definitions for either group.

Denominator: Case Study 5

- ❑ **An employee at your facility left his position after October 1. Should you count him in your denominator?**
 - Yes. You should count all employees, non-employee licensed independent practitioners, and non-employee students and volunteers aged 18 and older who physically work at the facility for at least 1 working day from October 1 through March 31, regardless of exact stop and start dates.

Denominator: Case Study 6

- ❑ **Physician fellows and residents work at your facility. Would you count these individuals in your denominator?**
 - Yes. You would categorize physician fellows (post-residency) as licensed independent practitioners, unless they are paid directly by the facility, in which case they are employees. Residents and interns not on the facility's payroll are categorized as students/trainees.

Denominator: Case Study 7

- ❑ **Instructors accompany students to your healthcare facility. Are you required to count these instructors in your HCP influenza vaccination summary data if they do not otherwise work at your facility?**
 - No. These individuals would be categorized as other contract personnel since they are there to teach and/or supervise the students. Therefore, they could be reported in the optional “other contract personnel” category, if they are physically in the facility for at least one day from October 1 through March 31.

Denominator: Case Study 8

- ❑ **A HCW works in your facility as a part-time employee during the day and also as a student by night. How should you classify this individual?**
 - You would count the HCW as an employee by using the following hierarchy to classify HCP:
 - If a HCW who works in the facility is on payroll, he/she should be counted as an employee (even if he/she works as a student or volunteer at other times).
 - If a HCW is not on the facility payroll, you should determine whether he/she meets the definition of a licensed independent practitioner.
 - If not, you should finally determine whether the HCW is an adult student/trainee or volunteer.
 - If none of those are the case, then you do not need to count that particular HCW in your reports of HCP influenza vaccination.

Numerator: Case Study 9

- **A HCW sent an e-mail stating that he was vaccinated at his doctor's office on August 11. Would you include this HCW in the numerator?**
 - Yes. This HCW should be counted in the numerator, since influenza vaccine for a given influenza season may be available as early as July or August. The strict reporting period of October 1 through March 31 applies to the denominator categories.
 - This HCW would be counted in the “vaccinated outside of the healthcare facility” category since he provided written documentation of his vaccination status.

Numerator: Case Study 10

- **A HCW was granted a religious or personal belief exemption to influenza vaccination according to her hospital's policy. How would you categorize this HCW?**
 - A HCW who declines to receive vaccination for any reason other than the two specified medical contraindications for HCP influenza vaccination summary reporting should be categorized as “declined to receive the influenza vaccine.”

Numerator: Case Study 11

- ❑ **A HCW received a medical exemption for influenza vaccination under her hospital's policy, which permits exemptions for conditions other than those specified in the NHSN protocol. How would you categorize this HCW?**
 - A HCW who declines to receive vaccination for any reason other than the two specified medical contraindications for HCP influenza vaccination summary reporting should be categorized as “declined to receive the influenza vaccine.”
 - In some cases, HCP who are considered medically exempt by the facility where they work will be counted as “declined vaccination” for the purposes of the NHSN reporting.

Numerator: Case Study 12

- **A HCW did not come to a vaccination clinic, provide written documentation of vaccination, or decline vaccination when offered. How would you categorize this HCW?**
 - If you were unable to confirm a HCW's influenza vaccination status for any reason, he/she should be counted in the "unknown" category.

The NHSN Website

Surveillance for Healthcare Personnel Vaccination

The Advisory Committee on Immunization Practices (ACIP) recommends that all healthcare personnel (HCP) and persons in training for healthcare professions should be vaccinated annually against influenza.[1] Persons who are infected with influenza virus, including those with subclinical infection, can transmit influenza virus to persons at higher risk for complications from influenza. Vaccination of HCP has been associated with reduced work absenteeism and with fewer deaths among nursing home patients and elderly hospitalized patients. Although annual vaccination is recommended for all HCP and is a high priority for reducing morbidity associated with influenza in healthcare settings, national survey data have demonstrated that vaccination coverage levels are only approximately 60% [2]. This is well below the Healthy People 2020 goal of 90% for HCP influenza vaccination [3].

On this Page

- Training
- Protocols
- Data Collection Forms
- CMS Supporting Materials
- Supporting Material
- FAQs

Visit: <http://www.cdc.gov/nhsn/acute-care-hospital/hcp-vaccination/index.html>

for training materials:

- ❑ Protocol (with Tables of Instructions)
- ❑ Forms
- ❑ Frequently asked questions (FAQs)
- ❑ Training slides and recorded trainings

Questions or Need Help?



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

Please include “HPS Flu Summary” in the subject line of the e-mail