



## Instructions for Completion of the Vaccination Monthly Monitoring Form – Summary Method (CDC 57.130)

Data Field	Instructions for Data Collection
Facility ID #	The NHSN-assigned facility ID number will be auto-entered by the computer.
Vaccination type	Required; defaulted to “Influenza” by the computer.
Influenza subtype	Required. Check one: <input type="checkbox"/> Seasonal <input type="checkbox"/> Non-seasonal
Month	Required. Record using this format: MM
Year	Required. Record using this format: YYYY
1. Total # of patient admissions	Required. The count of NHSN inpatients admitted to the facility during the month being monitored.
2. Total # of patients aged 6 months and older meeting criteria for influenza vaccination	Required. The count of NHSN inpatients meeting criteria for vaccination. Include in this count any patients who have been previously vaccinated during the current influenza season.
3. Total # of patients previously vaccinated during current influenza season	Optional. The count of NHSN inpatients who had previously received influenza vaccination during the current influenza season by either history or documentation. Patients requiring a second vaccine should not be included in the count of those previously vaccinated.
4. Total patients not previously vaccinated during current influenza season (Box 2 - Box 3)	Required. The difference in the count of NHSN inpatients meeting criteria for influenza vaccination (Box 2) minus the count of NHSN inpatients who had been previously vaccinated during the current influenza season (Box 3). This number will be auto-entered by the computer.
5. Patients meeting criteria offered vaccination but declining for reasons other than medical contraindication	Required. The count of NHSN inpatients meeting criteria for influenza vaccination who were offered vaccination but who declined for reasons other than medical contraindication(s).
6. Patients meeting criteria offered vaccination but having medical contraindication	Required. The count of NHSN inpatients meeting criteria for influenza vaccination who were offered vaccination but who declined because of medical contraindication(s).
7. Patients meeting criteria receiving vaccination during admission	Required. The count of NHSN inpatients meeting criteria for influenza vaccination who had documentation in the medical record of receiving influenza vaccination during the course of their hospital admission prior to being discharged.
8. Total patients offered vaccination (Box 5 + Box 6 + Box 7)	Required. The sum of the count of NHSN inpatients who were offered influenza vaccination but who declined for reasons other than medical contraindication(s) (Box 5) plus those offered vaccination but declined because of medical contraindication(s) (Box 6) plus those with documentation in the medical record of receiving vaccination during the course of their hospital admission (Box 7). The number in this box should be less than or equal to the number in Box 4. This number will be auto-entered by the computer.
Custom Fields	Optional. Up to 50 fields may be customized for local or group use in any combination of the following formats: date (MMDDYYYY), numeric, or alphanumeric.  NOTE: Each Custom Field must be set up in the Facility/Custom Options section of NHSN before the field can be selected for use. Data in these fields may be analyzed.

