Reporting Weekly COVID-19 Vaccination Data

for Residents and Healthcare Personnel of

Long-term Care Facilities Using the National

Healthcare Safety Network (NHSN)

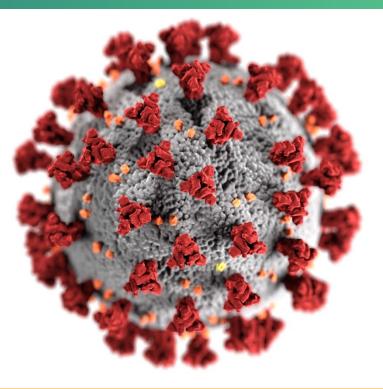
Division of Healthcare Quality Promotion

Immunization Services Division

Centers for Disease Control and Prevention (CDC) COVID-19 Vaccine Task Force

September 2021





cdc.gov/coronavirus

Objectives

- Introduce the value of reporting weekly COVID-19 vaccination data for long-term care (LTC) facilities.
- Describe how the National Healthcare Safety Network (NHSN) module can be used to report COVID-19 vaccination.
- 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 Vaccination Coverage in NHSN

- Provide consistent and comparable data for facilities
 - Vaccination coverage may change as new residents arrive and new staff are hired
 - Help focus 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

Residents

ccine Data					
VID-19 Vaccine: HCW	COVID-19 Vaccine: I	Residents			
Resident COVID-19 C	Cumulative Vaccination Sur	nmary for Long-Term Care Facilities			
Date Created:					
*Facility ID:	30074	*Vaccination type: COVID19	Facility CCN #: N/A		
*Week of Data Collec	tion: 07/26/2021 - 08/01	1/2021 *Date Last Modified:			
		Cumulative Vaccination Coverage			
1. *Number of reside	nts staying in this facility fo	r at least 1 day during the week of data collec	tion		
2. *Cumulative num	per of residents in Question	#1 who have received COVID-19 vaccine(s) a	at this facility or elsewhere since Decembe		
2020		~			
Any completed COVID-19 vaccine series					
3. <u>Cumulative</u> numbe	r of residents in Question #	1 with other conditions:			
3.1 *Medical contra	aindication or exclusions to	COVID-19 vaccine			
	lined COVID-19 vaccine				
3.2. Offered but dec					
	D-19 vaccination status				

Healthcare Worker (HCW)

accine Data						
OVID-19 Vaccine: HCW Healthcare Personnel CO	COVID-19 Vacci		ummary for Long-Ter	rm Care Facilities		
Date Created: *Facility ID: *Week of Data Collection:	20568 : 08/30/2021 - 0		Vaccination type: Date Last Modified:	COVID19	Facility CCN #:	
		Cu	mulative Vaccinatio	n Coverage		
			Healthcare F	Personnel (HCP) C	ategories	
			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						



Five Key Questions for Weekly COVID-19 Vaccination Modules

- 1. *Number of current residents (or healthcare personnel [HCP])?
- 2. *Number of these individuals who have ever been vaccinated (cumulative number vaccinated) with COVID-19 vaccine?
- *Number of these individuals with other conditions?

Cumulative Vaccination Coverage	
 * Number of HCP that were eligible to have worked at this healthcare facility for at least 1 day during the week of data collection 	
 <u>Cumulative</u> number of HCP in Question #1 who have received COVID-19 vaccine(s) at thieleswhere since December 2020: 	s facility or
2.1. *Only dose 1 of Pfizer-BioNTech COVID-19 vaccine	l l
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 <i>Moderha</i> 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	
<u>Cumulative</u> 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	
 *Cumulative number of HCP in question #2 eligible to receive an additional dose or booster of COVID-19 vaccine 	
*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	
Any Additional dose of booster of COVID-15 Vaculie series	



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

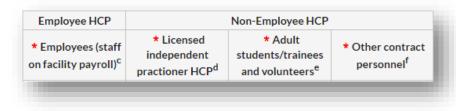
- * Number of individuals who have received a complete
 COVID-19 vaccine series <u>and</u>
 who are eligible to receive an additional dose or booster?
- 5. * Number of individuals in question 4 who have received an additional vaccine dose or booster since August 2021?

Cumulative Vaccination Coverage	
 * 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. <u>Cumulative</u> number of HCP in Question #1 who have received COVID-19 vaccine(s) at the elsewhere since December 2020:	is facility or
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 Moderha 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	
 *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
- All staff categories are required



- Facilities need to create a monthly reporting plan before entering data into 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 $\stackrel{}{\not\propto}$ throughout the presentation



Question #1 for Residents:

*Number of residents staying in this facility for at least 1 day

- Total number of residents occupying a bed for at least 1 day (24 hours) during the week of data collection
- Week of data collection begins on Monday and ends Sunday



Question #1 for HCP:

*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 HCP categories \cancel{x}
- Each individual should be counted only once in question 1



*Number of HCP eligible to have worked at the facility

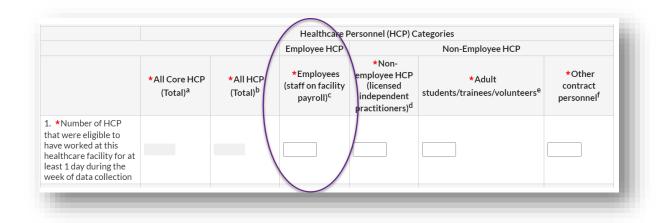
- Totals for 'All Core HCP' and 'All HCP' will be auto- calculated by NHSN
 - -All Core HCP 🛣
 - The sum of employees, licensed independent practitioners, and adult students/trainees & volunteers
 - −All HCP 🖄
 - The sum of employees, licensed independent practitioners, adult students/trainees & volunteers,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

		Cu		cination Cove Personnel (HCI		
(All Core HCP ^a	e All HCP ^b	Employee HCP	Non-Employee HCP		
			*Employees (staff on facility payroll)°	*Licensed independent practitioners: Physicians, advanced practice nurses, & physician assistants ^d	*Adult students/trainees & volunteers*	*Other Contract Personnel [®]
 * 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. <u>Cumulative</u> numbe <mark>r</mark> December 2020:	of HCP in Q	uestion #1 who h	nave received	COVID-19 vaco	cine(s) at this facility	or elsewhere since
2.1. * <u>Only</u> dose 1 of <i>Pfizer-BioNTech</i> COVID-19 vaccine						
2.2. *Dose 1 and dose 2 of Pfizer- BioNTech COVID- 19 vaccine						
2.3. *Only dose 1 of Modema primary COVID-19 vaccine						
2.4. *Dose 1 and dose 2 of Moderna COVID-19 vaccine			J			



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 Categories – Non-Employee HCP

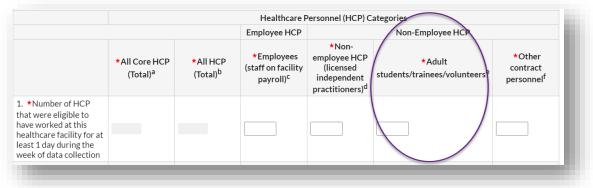
- Licensed independent practitioners (physicians, advanced practice nurses, and physician assistants) [required] 1/2
 - Include physicians (MD, DO); advanced practice nurses; and physician assistants only who are affiliated with the healthcare facility, but are not directly employed by it (i.e., they 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								



Healthcare Personnel Categories – Non-Employee HCP

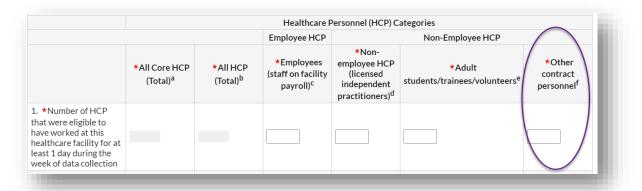
- Adult students / trainees & volunteers [required]
 - Include medical, nursing, or other health professional students, interns, medical residents, or volunteers aged 18 or older who are affiliated with the healthcare facility, but are not directly employed by it (i.e., they do not receive a paycheck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





Healthcare Personnel 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.





Question #2: Same Question for Residents and HCP

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

- Each week, report all individuals in Question #1 who have ever received 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: Same Question for Residents and HCP (cont.)

*<u>Cumulative</u> number of individuals in Question #1 who have received

a COVID-19 vaccine since December 2020

- **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

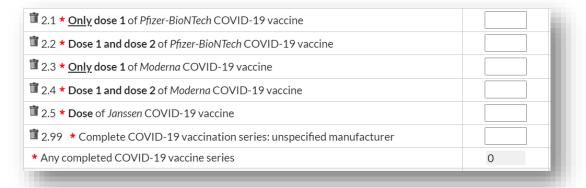


Question #2: Same Question for Residents and HCP (cont.)

*<u>Cumulative</u> number of individuals in Question #1 who have received

a COVID-19 vaccine since December 2020

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





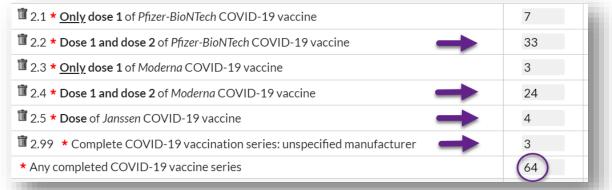
Question #2: Same Question for Residents and HCP (cont.)

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

Include receipt of COVID-19 vaccine at the facility or elsewhere

 If documentation is not provided, report individuals in question #3.3 (unknown COVID-19 vaccination status)

NHSN automatically calculates number of individuals who have completed vaccination



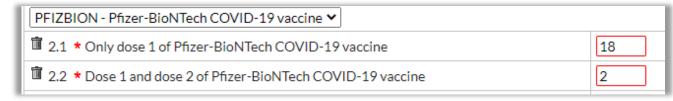


Question #2: Example

*<u>Cumulative</u> number of individuals in Question #1 who have received

a COVID-19 vaccine since December 2020

- Vaccination data collected:
 - Last month, 20 individuals received dose 1 of the Pfizer-BioNTech vaccine
 - This week, 2 of these 20 individuals receive dose 2 of the Pfizer-BioNTech vaccine
- NHSN reporting for this week:
 - 18 individuals would still be reported as receiving <u>only</u> dose 1 of Pfizer-BioNTech vaccine
 - 2 individuals who have now received dose 2 of Pfizer-BioNTech vaccine would be reported as receiving dose 1 and dose 2 of a vaccine series





Question #3.1: Same Question for Residents and HCP

*<u>Cumulative</u> number of individuals in Question #1 who have medical

contraindications to a 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
 - <u>cdc.gov/vaccines/covid-19/info-by-product/clinical-considerations.html</u>
- Include individuals 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: Same Questions for Residents and HCP *<u>Cumulative</u> 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 <u>Interim Clinical Considerations for Use of COVID-19</u> <u>Vaccines Currently Approved or Authorized in the United States</u> 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 \$\frac{1}{2}\$



Question #2 & Question #3: Same Questions for Residents and

HCP

- All individuals included in question 1 must be accounted for in question 2 or question 3
- This means, 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

OVID-19 Vaccine: HCW	COVID-19 Vaccine: Reside	nts			
Resident COVID-19 Cum	ulative Vaccination Summary	for Long-Term Care Fac	ilities		
Date Created:	09/08/2021 3:49PM				
*Facility ID:	20568	*Vaccination type:	COVID19	Facility CCN #:	
*Week of Data Collectio	n: 09/06/2021 - 09/12/2021	*Date Last Modified:	09/09/2021 2:56PM		
	Cumulative	Vaccination Coverage			
1. *Number of residents	staying in this facility for at lea	ist 1 day during the week	of data collection	307	
2. *Cumulative number since December 2020	of residents in Question #1 wh	io have received COVID-	19 vaccine(s) at this facili	ity or elsewhere	
2.1 *Only dose 1 of Pfizer-BioNTech COVID-19 vaccine					
2.2 *Dose 1 and dose 2 of Pfizer-BioNTech COVID-19 vaccine 87					
2.3 *Only dose 1 of Moderna COVID-19 vaccine					
Image: State 1 and dose 2 of Moderna COVID-19 vaccine 58					
I 2.5 ★Dose of Janssen COVID-19 vaccine					
2.99 *Complete COVID-19 vaccination series: unspecified manufacturer					
Any completed COVID-19 vaccine series 214					
3. *Cumulative number	of residents in Question #1 wit	th other conditions:			
3.1 *Medical contraindication or exclusions to COVID-19 vaccine					
3.2. *Offered but declined COVID-19 vaccine 5					
3.3. *Unknown COVID	3.3. *Unknown COVID-19 vaccination status 35				



Question #4: Same Question for Residents and HCP

*<u>Cumulative</u> number of individuals in question #2 eligible to receive an

additional dose or booster of a 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 a primary vaccine series is likely to be insufficient
 - Booster dose refers to an additional dose of vaccine administered when the initial sufficient immune response to a primary vaccine series is likely to have waned over time
- Please refer to the <u>Interim Clinical Considerations for Use of COVID-19 Vaccines</u>
 <u>CDC</u> to determine individuals who are eligible to receive an additional dose or booster after receiving a complete vaccine series



Question #4: Same Question for Residents and HCP (cont.)

*<u>Cumulative</u> number of individuals in question #2 eligible to receive an additional dose or booster of a COVID-19 vaccine

- Include the following individuals 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: Same Questions for Resident and HCP

- *<u>Cumulative</u> number of individuals in question #4 who have received
- an additional dose or booster of a COVID-19 vaccine at this facility or

elsewhere since August 2021

- Each week, report <u>all</u> individuals 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> individuals received an additional dose or booster of a COVID-19 vaccine
 - Week 2: <u>3</u> more individuals received an additional or booster of a COVID-19 vaccine
 - For Week 1: Report <u>5</u> individuals received an additional dose or booster
 - For Week 2: Report <u>**8**</u> individuals received an additional dose or booster



Question #5: Same Questions for Resident and HCP (cont.)

*<u>Cumulative</u> number of individuals in question #4 who have received

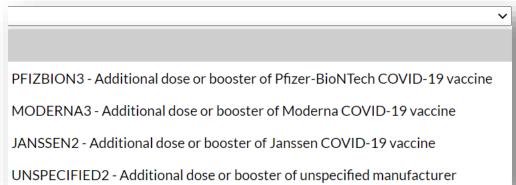
an additional dose or booster of a COVID-19 vaccine at this facility or

elsewhere since August 2021

Step 1: Select a COVID-19 vaccine from the

drop-down box

- Pfizer-BioNTech
- Moderna
- Janssen
- Unspecified manufacturer



Step 2: Enter cumulative number of residents or HCP who received an additional dose or booster



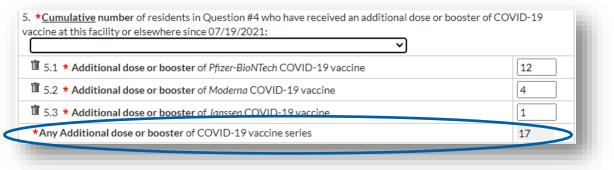
Question #5: Same Questions for Resident and HCP (cont.)

- *<u>Cumulative</u> number of individuals in question #4 who have received
- an additional dose or booster of a COVID-19 vaccine at this facility or

elsewhere since August 2021

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

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





Questions #4 & #5: Same Questions for Residents and HCP

- 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 the 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 dose or booster. 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 COVID-19 vaccine and include these two staff members in question 4 and question 5 of the data collection form.



Question #6: Same Question for Residents and HCP

*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 healthcare personnel is an NHSN measure for NQF endorsement: <u>COVID-19 Vaccination of Healthcare Personnel Measure Specifications (cdc.gov)</u>
- 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 visit <u>COVID-19 Vaccine</u> <u>Requirements for Long-Term Care (LTC) Facilities</u>
 - Contact CMS (<u>DNH_TriageTeam@cms.hhs.gov</u>) with questions about reporting requirements



Reminder: Vaccine Adverse Event Reporting System (VAERS)

- Adverse events should be reported to VAERS: <u>vaers.hhs.gov/reportevent.html</u>
- 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 explanations of the questions
- Review instructions before collecting and entering data
 - www.cdc.gov/nhsn/ltc/weekly-covid-vac/index.html

Data Fields	Instructions for Completion		
	This number is the sum of employees (staff on facility payroll),		
All Core HCP	licensed independent practitioners (physicians, advanced practice		
All cole hcp	nurses, & physician assistants) and adult students/trainees &		
	volunteers. This field is auto-populated by NHSN.		
	This number is the sum of employees (staff on facility payroll),		
All HCP	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	Required. Defined as all persons receiving a direct paycheck from the		
(Staff on facility payroll)	healthcare facility (i.e., on the facility's payroll), regardless of clinical		
(stari on facility payron)	responsibility or patient contact.		
	Required. Defined as physicians (MD, DO); advanced practice nurses;		
Non-Employee HCP (Licensed	and physician assistants only who are affiliated with the healthcare		
independent practitioners:	facility, but are not directly employed by it (i.e., they do not receive a		
Physicians, advanced practice	paycheck from the facility), regardless of clinical responsibility or		
nurses, & physician assistants)	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
 - <u>cdc.gov/nhsn/ltc/weekly-covid-vac/index.html</u>

								*Facility ID#:	99999	
Weekly CO	VID-19 Vacc	ination	Cumu	lative Summary	,		Vaccination type:	COVID_19		
for Resider	nts of Long-T	erm Car	re Faci	lities		*F	irst day of Reporting	Week (Monday):	8/16/2021	
TRACKING WORKSHEET						Last day of the reporting week (Sunday):			8/22/2021	
*Resident	Resident	Resident	Last	Resident First Name	Unique Patient	*Vaccinated with	*Dose 1 Vaccine	*Vaccinated	*Dose 2 Vaccine	
Admit Date	Discharge Date	Name (En name)	ter	(Enter name)	Identifier	Dose 1 (Enter date of vaccination 1)	Manufacturer Name (choose from drop-down)	with Dose 2 (Enter date of vaccination 2)	Manufacturer Name (choose from drop-down)	
READ THIS - Instructions TrackingWorksheet ReportingSummary (+)										



What are some key points about 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



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
 - Facilities must obtain Level 3 access once Level 1 registration is completed to meet CMS reporting requirements

SAMS Grid Card Credentials

	Α	B	C	D	Ε	F	G	н	1	J	
1	Ε	Q	X	3	т	5	Ν	4	Μ	Q	1
2	E	3	ĸ	6	J	М	9	F	8	6	2
3	C	1	6	М	3	J	н	М	Ρ	Y	3
4	т	W	W	1	4	V	6	0	7	2	4
5	8	6	7	W	6	J	5	М	P	X	5



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: <u>http://www.cdc.gov/nhsn/sams/about-sams.html</u>



Level 3 SAMS Access

- Each facility must have a Level 3 user to submit or update weekly COVID-19 vaccination data for reporting weeks starting with the week ending 10/3/2021 ¹/₂
- NHSN strongly encourages all facilities to have <u>at least 2</u> registered users with Level 3 access
- To increase a user's access to Level 3: <u>https://www.cdc.gov/nhsn/ltc/covid19/sams-access.html</u>

Step 1	– Receive Communication from SAMS
Step 2	– Submitting your Proof of Identification
Step 3	– Complete SAMS Certification Process
Step 4	– Activate Level 3 Access in NHSN



Change in NHSN Facility Administrator

- NHSN Facility Administrator should transfer role to another user prior 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 **not** re-enroll the facility in NHSN
- Complete NHSN Facility Administrator Change Request form online
 - <u>https://www.cdc.gov/nhsn/facadmin/index.html</u>
- After being assigned as the new NHSN Facility Administrator, begin the new NHSN user onboarding process



NHSN Landing Page

Select the Long-term Care Facility Component

elect component:	
Long Term Care Facility	
Long Term Care Facility	
elect facility/group:	
Fac: JE_COVID-19 Test Facility_LTC (ID 20265)	



LTC Facility Component Home Page

- Select 'COVID-19' on the left-hand navigation bar
- Select 'COVID-19 Vaccination HCW (Healthcare Worker)' or 'COVID-19 Vaccination – Residents'

NHSN - National	Healthcare Safety Network (Itcf95-307-gmnfs:443)
NHSN Home	NHSN Long Term Care Facility Component Home Page
Dashboard 🕨	
Reporting Plan	 Long Term Care Dashboard
Resident •	- Action Items
Event •	
Summary Data	You have no action items.
COVID-19	Dashboard
Vaccination Summary	Daily Entry
Import/Export	POC Test Result Reporting Iuntarily provided information obtained in this surveillance system that we the institution in accordance with Sections 304, 306 and 308(d) of the P
Surveys +	COVID-19 Vaccination - HCW
Analysis	COVID-19 Vaccination - Residents
Users 🕨	



Vaccination Summary Data - Calendar Week

NHSN Home	Vaccination Summary Data
Alerts	
Dashboard	
Reporting Plan	Click a cell to begin entering data for the week which counts are reported.
Resident •	Reporting of medical events or health problems that occur after vaccination (possible side effects) is encouraged, even if you are not sure they a vaccination, at https://vaers.hhs.gov/reportevent.html .
Event •	
Summary Data	✓ Image: Complete September 2021 26 July 2021 - 05 September 2021 Record Complete Record Incomplete
COVID-19	Weekly Vaccination Calendar
Vaccination Summary	07/26/2021 (Monday) - 08/01/2021 (Sunday)
Import/Export	
Surveys	
Analysis	
Users •	08/02/2021 (Monday) - 08/08/2021 (Sunday)
Facility •	
Group	



Long-term Care Facility Monthly Reporting Plan Form

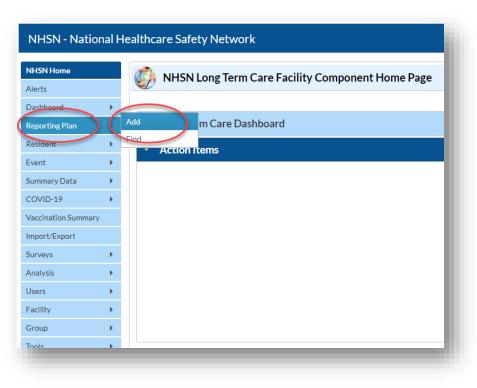
- Collects data on which modules and months the facility plans to participate
- Facilities must complete the monthly reporting plan before entering data for that month
- Users should select from "Weekly COVID-19 Vaccination Module"
- Level 3 SAMS access is needed to enter a monthly reporting plan

Page 1 of 1 "required for saving Facility ID: Healthcare Associated I		Prting Plan for LTCF	Form Approved OMB No. (622-0660 Exp. Date: 11/30/2021 www.cdc.gov/mhsn
+Locations	UTI		
FacWidelN			
LabID Event			
+Locations	Specific Organism Type	±LabID Event All Specimens	
FacWidelN			
FacWidelN			
FacWideIN			
Prevention Process Mea	asures		
+Location	Hand Hygiene	Gown and Gloves Use	
FACWIDEIN			
Weekly COVID-19 Vacci	nation Module		
Healthcare Personnel	COVID-19 Vaccination Sun	nmary	
Resident COVID-19 V	accination Summary		



Monthly Reporting Plan

 From the Long-term Care Facility Component Home Page, select "Reporting Plan" then "Add"





Monthly Reporting Plan (cont.)

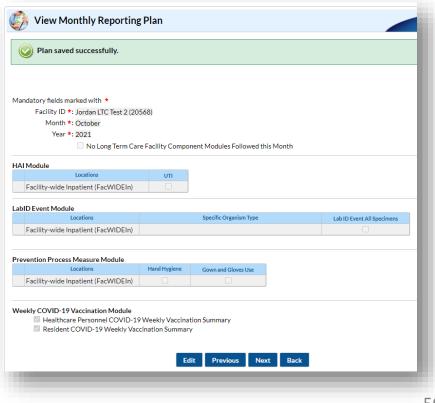
- Select correct month and year from dropdown menus
- Check appropriate box next to "COVID-19 Vaccination Summary" for reporting facility data
- Click "Save"

Man	adatory fields marked with *
Mai	Facility ID *: Jordan LTC Test 2 (20568)
	Month *: October
	Year *: 2021
	No Long Term Care Facility Component Modules Followed this Month
	Module
HAI	Module Locations UTI
<u>۱</u>	Facility-wide Inpatient (FacWIDEIn)
Labl	D Event Module
-	Locations Specific Organism Type Lab ID Event All Specimens
Î	Facility-wide Inpatient (FacWIDEIn)
	Add Row Clear All Rows Copy from Previous Month
Prev	vention Process Measure Module
	Locations Hand Hygiene Gown and Gloves Use
Ť	Facility-wide Inpatient (FacWIDEIn)
	Copy from Previous Month
Wee	ekly COVID-19 Vaccination Module
	Healthcare Personnel COVID-19 Weekly Vaccination Summary
	Resident COVID-19 Weekly Vaccination Summary



Monthly Reporting Plan (cont.)

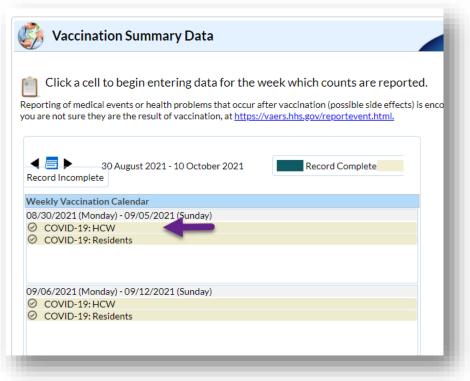
- "Plan saved successfully" will appear in a green box at the top of the page
- Click "Next" to proceed to update the next Monthly Reporting Plan
- Can create multiple plans in advance





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 the HCW or Resident COVID-19 Vaccination data for the week





Vaccination Summary Data: Residents

- 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 residents are reported for a required field

	COVID-19 Vaccine: Resider	nts			
Resident COVID-19 Cur	mulative Vaccination Summary	for Long-Term Care Fa	cilities		
Date Created:					
*Facility ID:	10563	*Vaccination type:	COVID19	Facility CCN #: N/A	
*Week of Data Collection	on: 09/06/2021 - 09/12/2021	*Date Last Modified	:		
	Cur	mulative Vaccination C	Coverage		
1. *Number of resident	s staying in this facility for at lea	st 1 day during the wee	k of data collection		
2. * <u>Cumulative</u> number	r of residents in Question #1 wh	o have received COVID)-19 vaccine(s) at this fa	cility or elsewhere since [December
2020		~			
Any completed COVIE	0-19 vaccine series				0
Any completed COVIE	D-19 vaccine series r of residents in Question #1 wit	h other conditions:			0
Any completed COVIE 3. * <u>Cumulative</u> number					0
Any completed COVIE 3. * <u>Cumulative</u> number 3.1 *Medical contrain	r of residents in Question #1 wit				0
Any completed COVIE 3. *Cumulative number 3.1 *Medical contrain 3.2. *Offered but decl	r of residents in Question #1 wit idication or exclusions to COVID lined COVID-19 vaccine				0
Any completed COVIE 3. *Cumulative number 3.1 *Medical contrain 3.2. *Offered but decl 3.3. *Unknown COVII	r of residents in Question #1 wit dication or exclusions to COVID)-19 vaccine			



Vaccination Summary Data: HCP

- 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

/ID-19 Vaccine: I	HCW COVID-	19 Vaccine: Res	idents				
lealthcare Perso	onnel COVID-19 Cu	imulative Vacci	nation Summary fo	r Long-Term Care	Facilities		
Date Created:							
Facility ID:	10563		*Vaccination	type: COVID19	Facility CCN #: N	I/A	
*Week of Data Collection: 09/06/2021 - 09/12/2021 *Date Last Modified:							
			Cumulative Vaccin	ation Coverage			
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	
L. *Number of HCP that were eligible to have vorked at this nealthcare acility for at east 1 day during the week of data collection							



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.

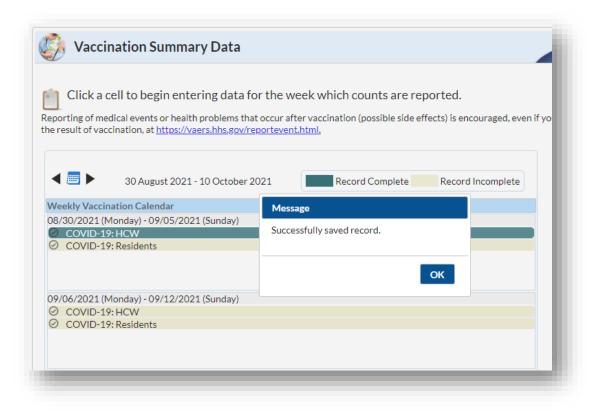
Other clinically significant adverse events may be described in the provider emergency use authorization (EUA) fact sheets or prescribing information for the COVID-19 vaccine(s). Healthcare providers should comply with VAERS reporting requirements described in EUAs or prescribing information.





Saving COVID-19 Vaccination Data (cont.)

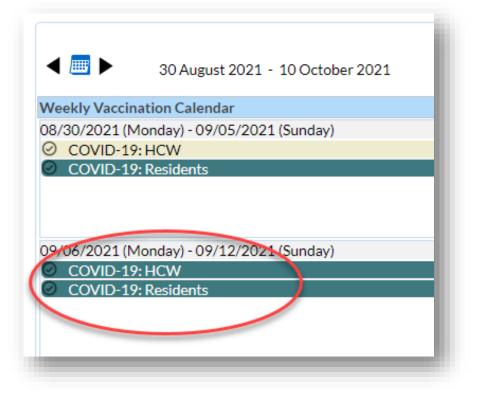
- A message will appear indicating that your data have been saved
- The record will turn green
- Click "OK" to continue





Editing Summary Data

Click on the week you wish to edit data





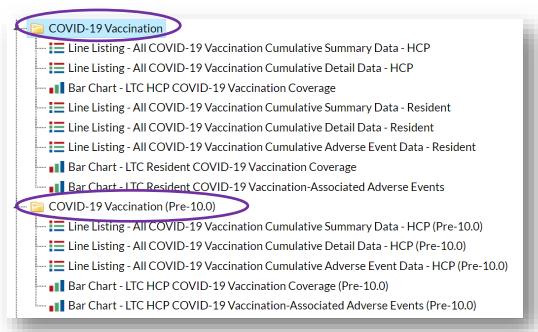
Editing Summary Data (cont.)

Healthcare Perso	nnel COVID-1							
	initer COVID-1	Cumulative V	accination Summ	ary for Long-Tern	n Care Facilities			
Date Created:	09/0	8/2021 4:31P	м					
*Facility ID:	2056	68	*Vacci	nation type: CC	OVID19	Facility CO	CN #:	
*Week of Data Collection: 09/06/2021 - 09/		6/2021 - 09/1	12/2021 *Date	2/2021 *Date Last Modified: 09/08/2021 4:31PM				
Cumulative Vaccination Coverage								
Healthcare Personnel (HCP) Categories								
			Employee HCP		Non-Employee	ICP		
	*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/vo	olunteers ^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	300	400	100	100	100		100	



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 ☆





Reporting cumulative vaccination data



Reporting Cumulative Data: Week 1

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

	Week 1	Week 2	Week 3
1. Number of individuals 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 individuals in question #1 who received <u>only</u> dose 1 of <i>Pfizer-BioNTech</i> COVID-19 vaccine	10		
2.2. Cumulative number of individuals in question #1 who received dose 1 <u>and</u> dose 2 of <i>Pfizer-BioNTech</i> COVID-19 vaccine	5		



Reporting Cumulative Data: Week 2

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

	Week 1	Week 2	Week 3
1. Number of individuals 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 individuals in question #1 who received <u>only</u> dose 1 of <i>Pfizer-BioNTech</i> COVID- 19 vaccine	10	(10+5) 15	
2.2. Cumulative number of individuals in question #1 who received dose 1 <u>and</u> dose 2 of <i>Pfizer-BioNTech</i> COVID-19 vaccine	5	5	



Reporting Cumulative Data: Week 3

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

	Week 1	Week 2	Week 3
1. Number of individuals 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 individuals in question #1 who received <u>only</u> dose 1 of <i>Pfizer-BioNTech</i> COVID- 19 vaccine	10	15	(15+3-10) 8
2.2. Cumulative number of individuals in question #1 who received dose 1 <u>and</u> dose 2 of <i>Pfizer-BioNTech</i> COVID-19 vaccine	5	5	



Reporting Cumulative Data: Week 3 (cont.)

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

	Week 1	Week 2	Week 3
1. Number of individuals 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 individuals in question #1 who received <u>only</u> dose 1 of <i>Pfizer-BioNTech</i> COVID-19 vaccine	10	15	(15+3-10) 8
2.2. Cumulative number of individuals in question #1 who received dose 1 <u>and</u> dose 2 of <i>Pfizer-BioNTech</i> COVID-19 vaccine	5	5	(5+10) 15



Resources



Resource: The NHSN Website

♠ NHSN		Long-term Care Facilities (LTCI	7)
NHSN Login		Long term care racinties (Lief	.)
About NHSN	+	The NHSN, Long-term Care Facility (LTCF) Component provides long-term care facilities with a customized system to track	
Enroll Here	+	infections and prevention process measures in a systematic way.	
Change NHSN Facility		Tracking this information allows facilities to identify problems, improve care, and determine progress toward national	
Administrator		healthcare-associated infection goals.	
Materials for Enrolled Facilities	-	Facilities eligible to report into all modules of this component include nursing homes, skilled nursing, chronic care, and	
COVID-19 Information	+	developmental disability facilities. Assisted living facilities can only report into the prevention process measures module.	
Ambulatory Surgery Centers	+	Long-term acute care hospitals (LTACHs) are not eligible to report	
Acute Care Hospitals/Facilities	+	into this component.	



Access training materials at: cdc.gov/nhsn/ltc/weeklycovid-vac/index.html

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



Questions or Need Help?

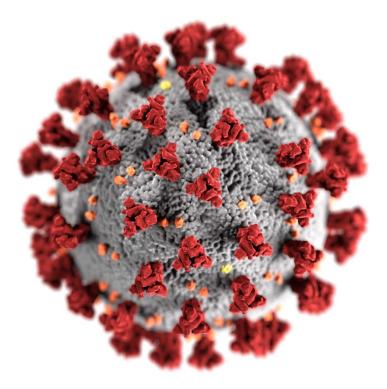
E-mail user support at: nhsn@cdc.gov

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.





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