

# Reporting Weekly Influenza Vaccination Data

Division of Healthcare Quality Promotion  
Immunization Services Division

November 2020

# Objectives

- Highlight changes and clarification for data reporting
- Discuss the value of reporting weekly influenza vaccination data
- Describe how facilities can track weekly influenza vaccination of residents and healthcare personnel (HCP)
- Review data reporting in detail

# Overview

- **Conducted trainings for long-term care (LTC) facilities in October 2020**
  - Went over how to track weekly influenza vaccination for residents and healthcare personnel (HCP)
- **Obtained a sample of facilities submitting weekly HCP influenza vaccination data**
  - Reviewed data
    - Some facilities reported HCP influenza vaccination data incorrectly
  - Surveyed facilities
    - Facilities interpreted HCP denominator definition differently
- **Implemented changes to reduce reporting burden and improve data accuracy**
  - Revised HCP denominator definition to reduce reporting burden
  - Clarified how to correctly report cumulative HCP influenza vaccination data

# Key Revisions and Clarifications

- **Revised 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 individuals regardless of clinical responsibility or patient contact
  - Include workers on sick leave, maternity leave, and vacation
  - Include both full-time and part-time persons

- **Clarified numerator**

- Facilities should report cumulative data each week
  - Report influenza vaccinations given to date (rather than only new data)

- **Updated data collection forms and tables of instructions in November 2020**

- Revised materials and trainings posted on the NHSN website

# Reporting Cumulative Data for HCP

	Nurse Employees Sept. 14-20	Nurse Employees Sept. 21-27	Nurse Employees Sept. 28-Oct. 5
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	30	-	-
2. Cumulative number of HCP in row #1 that received an influenza vaccination at this healthcare facility since influenza vaccine became available this season	10		
3. Cumulative number of HCP in row #1 that provided a written report or documentation of influenza vaccination outside this healthcare facility since influenza vaccine became available this season	5	-	-

## Reporting Cumulative Data for HCP (cont.)

	Nurse Employees Sept. 14-20	Nurse Employees Sept. 21-27	Nurse Employees Sept. 28-Oct. 5
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	30	30	-
2. Cumulative number of HCP in row #1 that received an influenza vaccination at this healthcare facility since influenza vaccine became available this season	10	15	
3. Cumulative number of HCP in row #1 that provided a written report or documentation of influenza vaccination outside this healthcare facility since influenza vaccine became available this season	5	5	-

## Reporting Cumulative Data for HCP (cont.)

	Nurse Employees Sept. 14-20	Nurse Employees Sept. 21-27	Nurse Employees Sept. 28-Oct. 5
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	30	30	30
2. Cumulative number of HCP in row #1 that received an influenza vaccination at this healthcare facility since influenza vaccine became available this season	10	15	20
3. Cumulative number of HCP in row #1 that provided a written report or documentation of influenza vaccination outside this healthcare facility since influenza vaccine became available this season	5	5	5

# Reporting Cumulative Data for Residents

	Week of Sept. 14-20	Week of Sept. 21-27	Week of Sept. 28-Oct. 5
1. Number of residents staying in this facility for at least 1 day during the week of data collection	100	100	100
2. Number of residents in row #1 who received influenza vaccination (either at the facility or outside of the facility) since vaccine became available this season	50	55	60



**Why is influenza vaccination important?**

# Impact of Influenza

- **Influenza can circulate quickly in residential facilities<sup>a</sup>**
  - Residents are at increased risk of complications from influenza infection due to age and/or chronic medical conditions
  - HCP may contract influenza from and/or transmit influenza to residents
  
- **Challenges to vaccination of HCP working in LTC facilities**
  - Worksite may not offer or actively promote influenza vaccination of HCP<sup>b</sup>
  - High staff turnover can complicate vaccination and tracking<sup>c</sup>

a [https://www.health.pa.gov/topics/Documents/Diseases%20and%20Conditions/Flu/LTCFtoolkit\\_final12%2010%202016%20Encrypted.pdf](https://www.health.pa.gov/topics/Documents/Diseases%20and%20Conditions/Flu/LTCFtoolkit_final12%2010%202016%20Encrypted.pdf)

b <https://www.cdc.gov/mmwr/volumes/67/wr/mm6738a2.htm>

c <https://www.ncbi.nlm.nih.gov/pubmed/23031265>

# Benefits of Influenza Vaccination

- Helps to prevent the spread of influenza among LTC facility residents and HCP
- Could reduce influenza-related illness in residents
- May reduce deaths in long-term care residents
- Reduces illness and absenteeism among HCP

<https://www.ncbi.nlm.nih.gov/pubmed/24046301>

<https://www.ncbi.nlm.nih.gov/pubmed/16546308>

<https://www.ncbi.nlm.nih.gov/pubmed/19682118>

# Strategies for Improving Influenza Vaccination

- **Evidence-based strategies identified to increase vaccination uptake:**
  - Providing no cost vaccine to HCP at the LTC facility
  - Giving the influenza vaccine at various times and locations
  - Actively promoting influenza vaccination
  - Providing individual reminders about the need for vaccination
  - Assessing vaccination rates and providing feedback on performance

<https://www.thecommunityguide.org/topic/worksite-health>

<https://www.thecommunityguide.org/topic/vaccination>

**How can I use these data?**

# Why Should You Use NHSN?

- **NHSN users can report weekly influenza vaccination data through the LTC Facility Component**
  - Weekly reporting is currently optional
- **The weekly influenza vaccination features are designed to ensure that reported influenza vaccination percentages are:**
  - Consistent over time within a single healthcare facility
  - Comparable across facilities
- **Improvements in tracking and reporting vaccination status allows for enhanced identification and targeting of unvaccinated residents and 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 and residents
  - Identify HCP groups with lower vaccination rates
    - Example: A facility may find that vaccination rates are lower among technicians than among nurses
  - 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

## 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 and residents onsite
  - Improve vaccination tracking
    - Example: Implement automated tracking systems



**Which types of data should I collect?**

# Weekly Influenza Vaccination Reporting

- Weekly influenza vaccination reporting for residents
- Weekly influenza vaccination reporting for HCP

# Weekly Reporting for Residents

## Denominator

- Residents staying in this facility for at least 1 day during the week of data collection

## Numerator

- Residents receiving influenza vaccination (either at the facility or outside of the facility) since vaccine became available this season
- Residents with a medical contraindication to influenza vaccination
- Residents offered but declined influenza vaccination
- Residents not offered influenza vaccination by the facility
- Residents with an unknown influenza vaccination status or did not meet criteria for any other categories

# Weekly Reporting for HCP: Denominator

## Denominator Categories

### ▪ Required

- **Ancillary services employees:** Environmental, laundry, maintenance, and dietary services
- **Nurse employees:** Registered nurses and licensed practical/ vocational nurses
- **Aide, assistant, and technician employees:** Certified nursing assistants, nurse aides, medication aides, and medication assistants
- **Therapist employees:** Therapists (such as respiratory, occupational, physical, speech, and music therapists) and therapy assistants
- **Physician and licensed independent practitioner employees:** Physicians, residents, fellows, advanced practice nurses, and physician assistants

### ▪ Optional

- **Other HCP:** Persons not included in the employee categories listed here, regardless of clinical responsibility or patient contact, including contract staff, students, and other non-employees

# Weekly Reporting for HCP: Denominator (cont.)

- **Previous denominator**

- Number of HCP that worked at this healthcare facility for at least 1 day during the week of data collection

- **Revised 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 individuals regardless of clinical responsibility or patient contact
  - Include workers on sick leave, maternity leave, and vacation
  - Include both full-time and part-time persons

# Weekly Reporting for HCP: Numerator

## Numerator

- HCP receiving an influenza vaccination at this healthcare facility since influenza vaccine became available this season
- HCP providing a written report or documentation of influenza vaccination received outside this healthcare facility since influenza vaccine became available this season

## Cumulative Data

- Facilities should report cumulative data each week (rather than only new data)
  - Example:
    - Week 1: 10 physicians received influenza vaccination at the facility
    - Week 2: 5 more physicians received influenza vaccination at the facility
      - Facility should report 15 physicians received influenza vaccination at the facility by the end of week 2

# 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 the denominator

# Vaccine Availability

- Receipt of influenza vaccine supply for current influenza season
- Experiencing a shortage of influenza vaccine for current influenza season



# 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: <https://www.cdc.gov/nhsn/ltc/vaccination/index.html>


Data Fields	Instructions for Completion
Facility ID #	<i>Required.</i> The NHSN-assigned facility ID will be auto-entered.
Vaccination Type	<i>Required.</i> Influenza is the default and only current choice.
Influenza Subtype	<i>Required.</i> Seasonal is the default and only current choice.
Influenza Season	<i>Required.</i> Select the influenza season years for which data were collected (for example, 2020/2021).
Week of Data Collection	<i>Required.</i> 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.
<b>Ancillary Services Employees</b> (environmental, laundry, maintenance, and dietary services)	<i>Required.</i> Defined as all persons who perform ancillary services and who receive a direct paycheck from the healthcare facility (i.e., on the facility's payroll), regardless of clinical responsibility or patient contact. Specifically, this consists of employees providing environmental, laundry, maintenance, and dietary/nutrition services.

**How do I get started in NHSN?**

# NHSN Landing Page

- Select the LTC Facility Component

 **Welcome to the NHSN Landing Page**



Select component:

Long Term Care Facility ▼

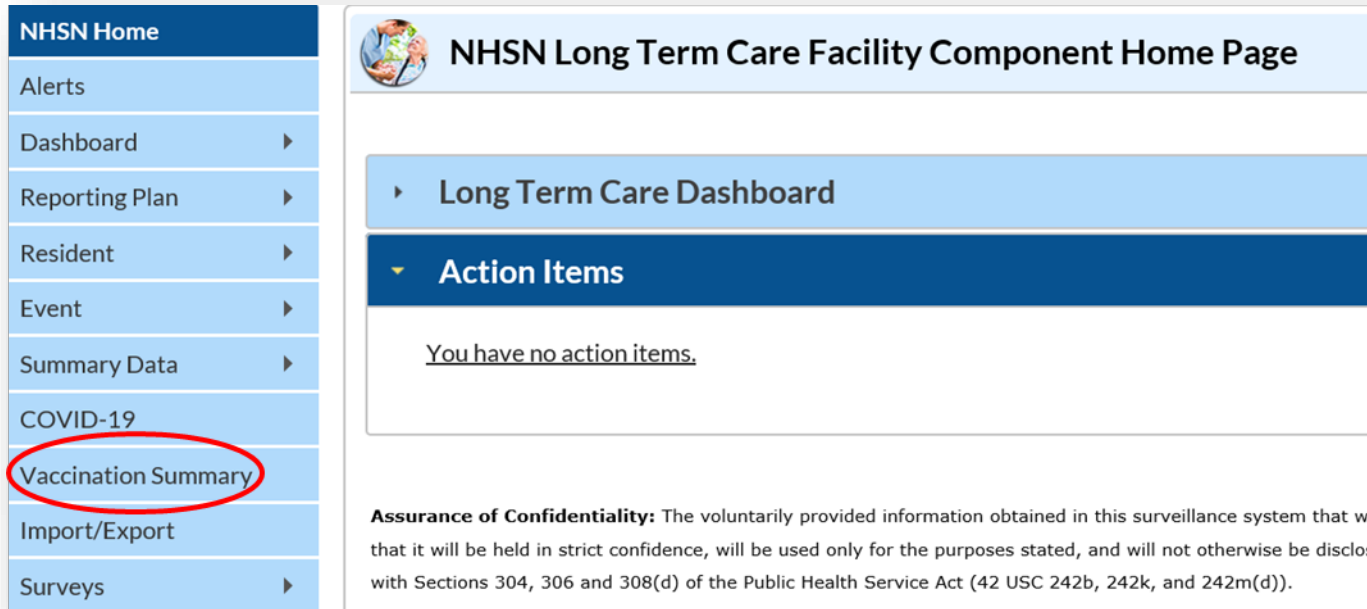
Select facility/group:

Fac: JE\_COVID-19 Test Facility\_LTC (ID 20265) ▼

Submit

# LTC Facility Component Home Page

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



**NHSN Home**

- Alerts
- Dashboard ▶
- Reporting Plan ▶
- Resident ▶
- Event ▶
- Summary Data ▶
- COVID-19
- Vaccination Summary**
- Import/Export
- Surveys ▶

**NHSN Long Term Care Facility Component Home Page**

▶ Long Term Care Dashboard

▼ Action Items

You have no action items.

**Assurance of Confidentiality:** The voluntarily provided information obtained in this surveillance system that we... that it will be held in strict confidence, will be used only for the purposes stated, and will not otherwise be disclosed... with Sections 304, 306 and 308(d) of the Public Health Service Act (42 USC 242b, 242k, and 242m(d)).

# Vaccination Summary Data: Residents



## Vaccination Summary Data



Click a cell to begin entering data for the week which counts are reported.

Reporting of medical events or health problems that occur after vaccination (possible side effects) is encouraged, even if you are not sure they are the result of vaccination, at <https://vaers.hhs.gov/reportevent.html>.

Event	▶
Summary Data	▶
COVID-19	
Vaccination Summary	
Import/Export	
Surveys	▶
Analysis	▶
Users	▶
Facility	▶
Group	▶

◀ 📅 ▶

31 August 2020 - 11 October 2020

Record Complete

Record Incomplete

Weekly Vaccination Calendar

08/31/2020 (Monday) - 09/06/2020 (Sunday)

09/07/2020 (Monday) - 09/13/2020 (Sunday)

09/14/2020 (Monday) - 09/20/2020 (Sunday)

# Vaccination Summary Data: Residents

**Flu Vaccine: Residents** Flu Vaccine: HCW

Influenza Vaccination Coverage of Long-Term Care Facility Residents

Facility ID #: 20265 Vaccination type \*: Influenza

Influenza subtype \*: SEASONAL - Seasonal Influenza Season \*: 2020/2021

Week of Data Collection: 09/07/2020 - 09/13/2020 Date Last Modified: 09/18/2020 4:10PM

Vaccination Coverage	
<input type="text" value="100"/>	1. Number of residents staying in this facility for at least 1 day during the week of data collection
<input type="text" value="60"/>	2. Number of residents in row #1 who received influenza vaccination (either at the facility or outside of the facility) since vaccine became available this season
<input type="text" value="2"/>	3. Number of residents in row #1 with a medical contraindication to influenza vaccination
<input type="text" value="10"/>	4. Number of residents in row #1 offered but declined influenza vaccination
<input type="text" value="20"/>	5. Number of residents in row #1 not offered influenza vaccination by the facility
<input type="text" value="8"/>	6. Number of residents in row #1 with an unknown influenza vaccination status or did not meet criteria for other categories for questions 2-5 above

Vaccine Availability	
<input type="text" value="Y - Yes"/>	Has your facility received its supply of influenza vaccine for the current influenza season?
<input type="text" value="N - No"/>	Is your facility currently experiencing a shortage of influenza vaccine for the current influenza season?

# Vaccination Summary Data: Residents

- Click the 'Save' button at the bottom of the screen after entering data

<input type="text" value="10"/>	4. Number of residents in row #1 offered but declined influenza vaccination
<input type="text" value="20"/>	5. Number of residents in row #1 not offered influenza vaccination by the facility
<input type="text" value="8"/>	6. Number of residents in row #1 with an unknown influenza vaccination status or did not meet criteria for other categories for questions 2-5 above
<b>Vaccine Availability</b>	
<input type="text" value="Y - Yes"/>	Has your facility received its supply of influenza vaccine for the current influenza season?
<input type="text" value="N - No"/>	Is your facility currently experiencing a shortage of influenza vaccine for the current influenza season?
<b>Custom Fields</b>	
<b>Comments:</b>	
<input type="text"/>	

# Vaccination Summary Data: Residents

NHSN Home

Alerts

Dashboard ▶

Reporting Plan ▶

Resident ▶

Event ▶

Summary Data ▶

COVID-19


Vaccination Summary


Import/Export

Surveys ▶


Analysis ▶

Users ▶

 **Vaccination Summary Data**

 Click a cell to begin entering data for the week which counts are reported.

Reporting of medical events or health problems that occur after vaccination (possible side effects) is encouraged, even if you are not sure they are the result of vaccination, at <https://vaers.hhs.gov/reportevent.html>.

 31 August 2020 - 11 October 2020

Record Complete

Record Incomplete

**Weekly Vaccination Calendar**

08/31/2020 (Monday) - 09/06/2020 (Sunday)

09/07/2020 (Monday) - 09/13/2020 (Sunday)

☒ Residents

☒ Healthcare Personnel

**Message**

Successfully saved record.

OK



# Vaccination Summary Data: HCP



## Vaccination Summary Data



Click a cell to begin entering data for the week which counts are reported.

Reporting of medical events or health problems that occur after vaccination (possible side effects) is encouraged, even if you are not sure they are the result of vaccination, at <https://vaers.hhs.gov/reportevent.html>.

Event	Summary Data	COVID-19	Vaccination Summary	Import/Export	Surveys	Analysis	Users	Facility	Group
31 August 2020 - 11 October 2020									
Record Complete Record Incomplete									
Weekly Vaccination Calendar									
08/31/2020 (Monday) - 09/06/2020 (Sunday)									
09/07/2020 (Monday) - 09/13/2020 (Sunday)									
09/14/2020 (Monday) - 09/20/2020 (Sunday)									

# Vaccination Summary Data: HCP

Flu Vaccine: Residents
Flu Vaccine: HCW

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

Facility ID #: 14341
Vaccination type \*: Influenza

Influenza subtype \*: SEASONAL - Seasonal
Influenza Season \*: 2020/2021

Week of Data Collection: 10/26/2020 - 11/01/2020
Date Last Modified:

	Healthcare Personnel (HCP) Categories					
	Ancillary services employees * (environmental, laundry, maintenance and dietary services)	Nurse employees * (registered nurses and licensed practical/vocational nurses)	Aide, assistant and technician employees * (certified nursing assistants, nurse aides, medication aides, and medication assistants)	Therapist employees * (respiratory, occupational, physical, speech, music etc. therapists and therapy assistants)	Physician and licensed independent practitioner employees * (physicians, residents, fellows, advanced practice nurses, physician assistants)	Other HCP Persons not included in the employee categories listed here, regardless of clinical responsibility or patient contact, including contract staff, students, and other non-employees
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	25	40	35	35	20	20
2. Number of HCP in row #1 that received an influenza vaccination at this healthcare facility since influenza vaccine became available this season	20	30	15	25	20	5
3. Number of HCP in row #1 that provided a written report or documentation of influenza vaccination outside this healthcare facility since influenza vaccine became available this season	5	10	20	10	0	10

**Vaccine Availability**

Has your facility received its supply of influenza vaccine for the current influenza season? Y - Yes

Is your facility currently experiencing a shortage of influenza vaccine for the current influenza season? N - No

Save
Cancel

# Vaccination Summary Data: HCP

NHSN Home

Alerts

Dashboard

Reporting Plan

Resident

Event

Summary Data

COVID-19


Vaccination Summary


Import/Export


Surveys

Analysis

Help

Vaccination Summary Data

 Click a cell to begin entering data for the week which counts are reported.  
Reporting of medical events or health problems that occur after vaccination (possible side effects) is encouraged, even if you are not sure they are the result of vaccination, at <https://vaers.hhs.gov/reportevent.html>.

 31 August 2020 - 11 October 2020

Record Complete

Record Incomplete

Weekly Vaccination Calendar

08/31/2020 (Monday) - 09/06/2020 (Sunday)

09/07/2020 (Monday) - 09/13/2020 (Sunday)

Residents

Healthcare Personnel

Message

Successfully saved record.

OK

35

# Editing Summary Data

Dashboard

Reporting Plan

Resident

Summary Data

COVID-19

Vaccination Summary


Import/Export

Surveys


Analysis

Users

Facility

 Click a cell to begin entering data for the week which counts are reported.

Reporting of medical events or health problems that occur after vaccination (possible side effects) is encouraged, even if you are not sure they are the result of vaccination, at <https://vaers.hhs.gov/reportevent.html>.

 31 August 2020 - 11 October 2020

Record Complete

Record Incomplete

Weekly Vaccination Calendar

08/31/2020 (Monday) - 09/06/2020 (Sunday)

☒ Residents

☒ Healthcare Personnel

09/07/2020 (Monday) - 09/13/2020 (Sunday)

☒ Residents

# Editing Summary Data

**Edit Flu Vaccine Data**

**Flu Vaccine: Residents** **Flu Vaccine: HCW**

**Influenza Vaccination Coverage of Long-Term Care Facility Residents**

Facility ID # \*: 13792

Vaccination type \*: Influenza

Influenza subtype \*: SEASONAL - Seasonal

Influenza Season \*: 2020/2021 ▼

Week of Data Collection: 08/31/2020 - 09/06/2020

Date Last Modified: 09/22/2020 3:38PM

Vaccination Coverage	
<input type="text" value="100"/>	1. Number of residents staying in this facility for at least 1 day during the week of data collection
<input type="text" value="80"/>	2. Number of residents in row #1 who received influenza vaccination (either at the facility or outside of the facility) since vaccine became available this season
<input type="text" value="0"/>	3. Number of residents in row #1 with a medical contraindication to influenza vaccination
<input type="text" value="10"/>	4. Number of residents in row #1 offered but declined influenza vaccination
<input type="text" value="0"/>	5. Number of residents in row #1 not offered influenza vaccination by the facility
<input type="text" value="10"/>	6. Number of residents in row #1 with an unknown influenza vaccination status or did not meet criteria for other categories for questions 2-5 above

# Reporting cumulative vaccination data

# Reporting Cumulative Data for HCP

	Nurse Employees Sept. 14-20	Nurse Employees Sept. 21-27	Nurse Employees Sept. 28-Oct. 5
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	30	-	-
2. Cumulative number of HCP in row #1 that received an influenza vaccination at this healthcare facility since influenza vaccine became available this season	10		
3. Cumulative number of HCP in row #1 that provided a written report or documentation of influenza vaccination outside this healthcare facility since influenza vaccine became available this season	5	-	-

## Reporting Cumulative Data for HCP (cont.)

	Nurse Employees Sept. 14-20	Nurse Employees Sept. 21-27	Nurse Employees Sept. 28-Oct. 5
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	30	30	-
2. Cumulative number of HCP in row #1 that received an influenza vaccination at this healthcare facility since influenza vaccine became available this season	10	15	
3. Cumulative number of HCP in row #1 that provided a written report or documentation of influenza vaccination outside this healthcare facility since influenza vaccine became available this season	5	5	-



## Reporting Cumulative Data for HCP (cont.)

	Nurse Employees Sept. 14-20	Nurse Employees Sept. 21-27	Nurse Employees Sept. 28-Oct. 5
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	30	30	30
2. Cumulative number of HCP in row #1 that received an influenza vaccination at this healthcare facility since influenza vaccine became available this season	10	15	20
3. Cumulative number of HCP in row #1 that provided a written report or documentation of influenza vaccination outside this healthcare facility since influenza vaccine became available this season	5	5	5

# Reporting Cumulative Data for Residents


	Week of Sept. 14-20	Week of Sept. 21-27	Week of Sept. 28-Oct. 5
1. Number of residents staying in this facility for at least 1 day during the week of data collection	100	100	100
2. Number of residents in row #1 who received influenza vaccination (either at the facility or outside of the facility) since vaccine became available this season	50	55	60

# Data Reporting in NHSN: Influenza Vaccination versus COVID-19 Cases

- **Weekly Influenza vaccination data**
  - Optional reporting
  - Cumulative vaccination data (all vaccinations administered to date)
- **COVID-19 case data**
  - Required reporting
  - Incidence case data (cases diagnosed each week)

# Resources

# Resource: The NHSN Website



NHSN Login

About NHSN +

Enroll Here +

Change NHSN Facility Administrator

Materials for Enrolled Facilities —

COVID-19 Information +

Ambulatory Surgery Centers +

Acute Care Hospitals/Facilities +


## Long-term Care Facilities (LTCF)

The NHSN, Long-term Care Facility (LTCF) Component provides long-term care facilities with a customized system to track infections and prevention process measures in a systematic way.

Tracking this information allows facilities to identify problems, improve care, and determine progress toward national healthcare-associated infection goals.

Facilities eligible to report into all modules of this component include nursing homes, skilled nursing, chronic care, and developmental disability facilities. Assisted living facilities can only report into the prevention process measures module.

Long-term acute care hospitals (LTACHs) are not eligible to report into this component.



Visit: <https://www.cdc.gov/nhsn/ltc/vaccination/index.html>  
for training materials:

- Data collection forms
- Tables of Instructions
- Training slides

# Questions or Need Help?

E-mail user support at: [nhsn@cdc.gov](mailto:nhsn@cdc.gov)

Please include 'Weekly LTC 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](http://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.