



## **Healthcare Personnel Safety Component**

### **Healthcare Personnel Vaccination Module Influenza Vaccination Summary**

## **Acute Care Facilities: 2015-2016 Influenza Season**

# Objectives

- ❑ **Describe reporting requirements for the Healthcare Personnel (HCP) Influenza Vaccination Summary**
  - Denominator
  - Numerator
  - Counting HCP in inpatient and outpatient units
  - Notes on reporting requirements
  
- ❑ **Outline changes to data reporting screens**
  - HCP Safety Monthly Reporting Plan
  - HCP Influenza Vaccination Summary

# Reporting Requirements for the HCP Influenza Vaccination Summary

# HCP Influenza Vaccination Summary Protocol

- ❑ The protocol is a facility's guide to collecting and reporting Influenza Vaccination Summary data for the HCP Vaccination Module:

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

- ❑ It outlines reporting requirements and specifications
  - Data collection forms
  - Denominator categories and notes
  - Numerator categories and notes
  - Data sources
  - Methodology
  - Calculations for data analyses in NHSN
  - Table of instructions
  - Key terms

# Denominator Categories

- ❑ Employee HCP: Staff on facility payroll
- ❑ Non-Employee HCP: Licensed independent practitioners (physicians, advanced practice nurses, and physician assistants)
- ❑ Non-Employee HCP: Adult students/trainees and volunteers
- ❑ HCP must be physically present in the facility for at least 1 working day between October 1 through March 31

| National Healthcare Safety Network  |  |  |  |                                       |                          |
|---|--|--|--|---------------------------------------|--------------------------|
| <b>Healthcare Personnel Influenza Vaccination Summary</b>   |  |  |  |                                       |                          |
| Page 1 of 2<br>*required for saving, ^conditionally required for saving   |  |  |  |                                       |                          |
| Record the number of healthcare personnel (HCP) for each category below for the influenza season being tracked. |  |  |  |                                       |                          |
| *Facility ID#:  |  |  | ^Location:   |                                       |                          |
| *Vaccination type:<br>Influenza   | *Influenza subtype <sup>a</sup> :<br><input type="checkbox"/> Seasonal | *Influenza Season <sup>b</sup> :       |  | Date Last Modified: ___/___/___       |                          |
|   |  | <b>Employee HCP</b>                    | <b>Non-Employee HCP</b>  |                                       |                          |
|   |  | *Employees (staff on facility payroll) | *Licensed independent practitioners:<br>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.

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

- **Adult students/trainees and volunteers [Required]**
  - Defined as adult students/trainees and volunteers: 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 personnel who provide direct care and non-direct services. Examples include:
  - Dialysis technicians
  - Occupational therapists
  - Admitting staff
  - Pharmacists
- Refer to Appendix A of the HCP Influenza Vaccination Summary Protocol for suggested list of contract personnel  
<http://www.cdc.gov/nhsn/PDFs/HPS-manual/vaccination/12-Appendix-A.pdf>

# Numerator Categories

- ❑ The numerator includes HCP 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
- ❑ Influenza vaccinations
  - Received at this healthcare facility or elsewhere
- ❑ Medical contraindications
- ❑ Declinations
- ❑ Unknown status

|  | Employee HCP                           | Non-Em  |
|--|--|---|
|  | *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 received the influenza vaccine 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 (IIV3 or IIV4), 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 (LAIV4) other than the medical contraindications listed above, should be offered IIV3 or IIV4 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 with unknown vaccination status (or criteria not met for above-mentioned categories)**

## Counting HCP in the Hospital

- ❑ Hospital inpatient and outpatient counts should be combined and submitted on a single influenza vaccination summary data form\*
  
- ❑ Includes inpatient and outpatient units/departments that
  - Share the same CMS Certification Number (CCN) as the hospital AND
  - Are affiliated with the specific acute care facility (such as sharing medical privileges or patients), regardless of distance from the acute care facility
  - This does not apply to outpatient renal dialysis facilities

\* Operational Guidance:

<http://www.cdc.gov/nhsn/PDFs/HCP/Operational-Guidance-ACH-HCP-Flu.pdf>

# Counting HCP in the Acute Care Facility

- ❑ **Facilities would not count HCP working in:**
  - Separate outpatient satellite physician clinics (unless they also physically work in inpatient or outpatient units of the acute care facility for at least 1 day between October 1 through March 31)
  - Patient care units within the acute care hospital having separate CCNs (unless they also physically work in inpatient or outpatient units of the acute care facility for at least 1 day between October 1 through March 31)
  
- ❑ **Patient care units in NMSN having separate CMS CCNs include, but may not be limited to:**
  - Inpatient rehabilitation facilities (IRF)
  - Inpatient psychiatric facilities (IPF)
  - Long term acute care facilities (LTAC/LTCH)
  - Skilled nursing facilities (SNF)

## Notes on Reporting Requirements

- ❑ Facilities are only required to report data once at the conclusion of reporting period (October 1 through March 31)
- ❑ HCP who are physically present in inpatient or outpatient units/departments of the acute care facility for at least 1 working day between October 1 through March 31 are included in the denominator
- ❑ HCP in the denominator population who received an influenza vaccination during the time from when the vaccine became available through March 31 of the following year are counted as vaccinated

## Notes on Reporting Requirements

- ❑ **The denominator categories are mutually exclusive. The numerator data are to be reported separately for each of the denominator categories.**
- ❑ **The numerator data are mutually exclusive. The sum of the numerator categories should be equal to the denominator for each HCP group.**

# Monthly Plan View for Hospitals with IRF or IPF Units

- ❑ Click “Reporting Plan” then “Add”
- ❑ Select correct month and year from dropdown menus
- ❑ Check appropriate box next to “Influenza Vaccination Summary” for reporting hospital data, IRF unit(s) data, or IPF unit(s) data

**NHSN Home** Logged into Pleasant Valley Hospital (ID 10312) as CVXB.  
Facility Pleasant Valley Hospital (ID 10312) is following the HPS component.

## Add Monthly Reporting Plan

Mandatory fields marked with \*

\*Facility ID:

\*Month:

\*Year:

No NHSN Healthcare Personnel Safety Modules Followed this Month

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### Healthcare Personnel Exposure Modules

Blood/Body Fluid Exposure Only

Blood/Body Fluid Exposure with Exposure Management

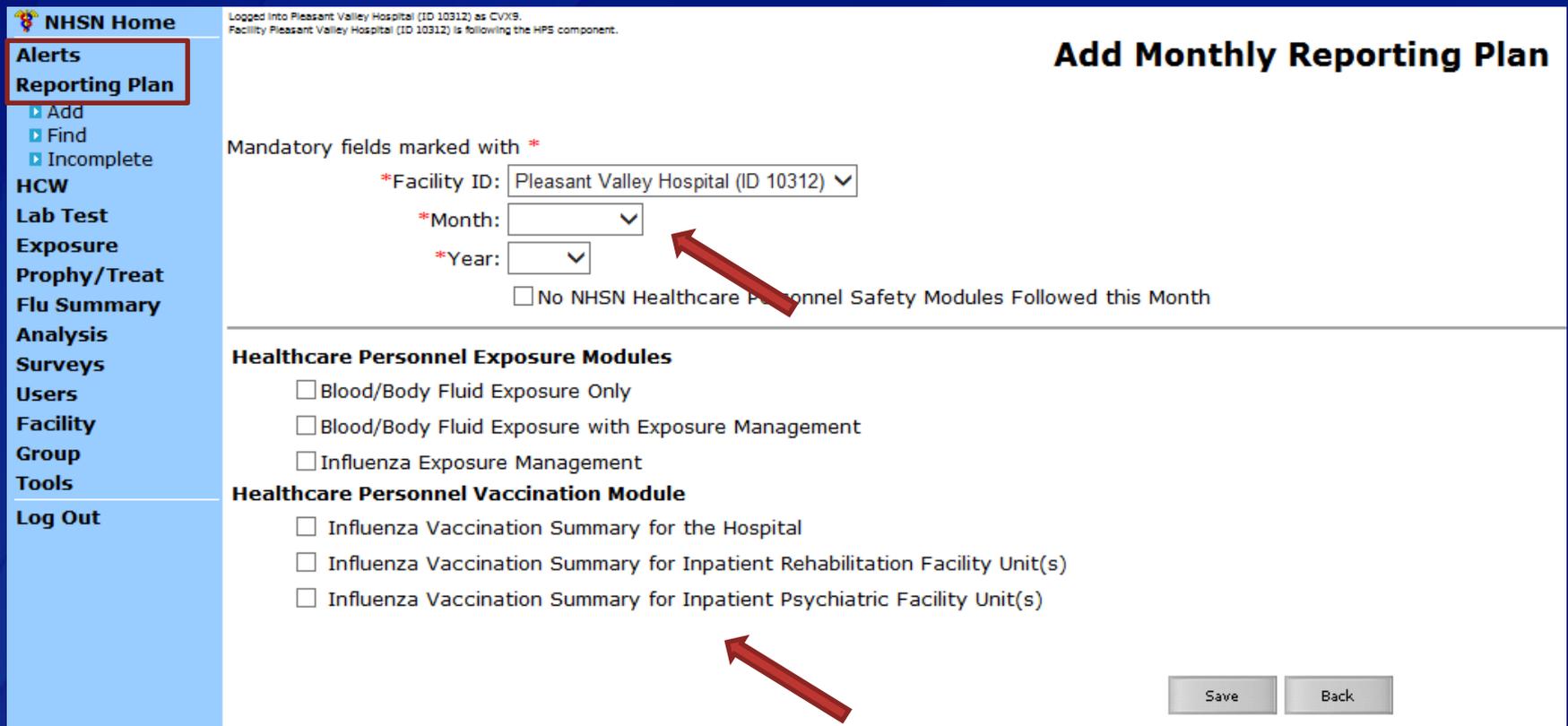
Influenza Exposure Management

### Healthcare Personnel Vaccination Module

Influenza Vaccination Summary for the Hospital

Influenza Vaccination Summary for Inpatient Rehabilitation Facility Unit(s)

Influenza Vaccination Summary for Inpatient Psychiatric Facility Unit(s)



# Monthly Plan View for Hospitals with IRF or IPF Units

❑ Click “Save” when finished

**NHSN Home** Logged into Pleasant Valley Hospital (ID 10312) as CVX9.  
Facility Pleasant Valley Hospital (ID 10312) is following the HPS component.

## Add Monthly Reporting Plan

Mandatory fields marked with \*

\*Facility ID:

\*Month:

\*Year:

No NHSN Healthcare Personnel Safety Modules Followed this Month

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### Healthcare Personnel Exposure Modules

- Blood/Body Fluid Exposure Only
- Blood/Body Fluid Exposure with Exposure Management
- Influenza Exposure Management

### Healthcare Personnel Vaccination Module

- Influenza Vaccination Summary for the Hospital
- Influenza Vaccination Summary for Inpatient Rehabilitation Facility Unit(s)
- Influenza Vaccination Summary for Inpatient Psychiatric Facility Unit(s)

# Monthly Plan View for All Other Facilities

- ❑ Click “Reporting Plan” then “Add”
- ❑ Select correct month and year from dropdown menus
- ❑ Check box next to “Influenza Vaccination Summary”

**NHSN Home**  
Reporting Plan  
Add  
Find  
Incomplete  
HCW  
Lab Test  
Exposure  
Prophy/Treat  
Flu Summary  
Analysis  
Surveys  
Users  
Facility Group  
Log Out

Logged into Pleasant Valley Hospital (ID 10312) as CVX9.  
Facility Pleasant Valley Hospital (ID 10312) is following the HPS component.

## Add Monthly Reporting Plan

Mandatory fields marked with \*

Facility ID\*: Pleasant Valley Hospital (ID 10312) ▼

Month\*: ▼

Year\*: ▼

No NHSN Healthcare Personnel Safety Modules Followed this Month

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**Healthcare Personnel Exposure Modules**

Blood/Body Fluid Exposure Only

Blood/Body Fluid Exposure with Exposure Management

Influenza Exposure Management

**Healthcare Personnel Vaccination Module**

Influenza Vaccination Summary

# Monthly Plan View for All Other Facilities

- ❑ Click “Save” when finished

**NHSN Home** Logged into Pleasant Valley Hospital (ID 10312) as ISA8.  
Facility Pleasant Valley Hospital (ID 10312) is following the HPS component.

## Add Monthly Reporting Plan

Mandatory fields marked with \*

Facility ID\*: Pleasant Valley Hospital (ID 10312) ▼  
Month\*: October ▼  
Year\*: 2012 ▼

No NHSN Healthcare Personnel Safety Modules Followed this Month

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### Healthcare Personnel Exposure Modules

Blood/Body Fluid Exposure Only  
 Blood/Body Fluid Exposure with Exposure Management  
 Influenza Exposure Management

### Healthcare Personnel Vaccination Module

Influenza Vaccination Summary

# Summary Report for Hospitals with IRF or IPF Units

- ❑ “Influenza” and “Seasonal” are the default choices for vaccination type and influenza subtype
- ❑ Select appropriate flu season in drop-down box (e.g., 2015-2016)
- ❑ Select the appropriate location for reporting hospital data, IRF unit(s) or IPF unit(s) data

**Alerts**

**Reporting Plan**

**HCW**

**Lab Test**

**Exposure**

**Prophy/Treat**

**Flu Summary**

- ▢ Add
- ▢ Find
- ▢ Incomplete

**Analysis**

**Surveys**

**Users**

**Facility**

**Group**

**Tools**

**Log Out**

## Add Influenza Vaccination Summary

Mandatory fields marked with \*

Record the cumulative number of healthcare personnel (HCP) for each category below for the influenza season being tracked.

**Facility ID\*:** 10312 (Pleasant Valley Hospital)

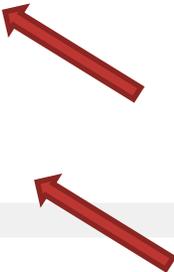
**Vaccination type\*:** Influenza ▾

**Influenza subtype\*:** Seasonal ▾

**Flu Season\*:** 2015/2016 ▾

**Locations\*:**   
IRF Units(s)  
IPF Units(s)

**Date Last Modified:**



# Summary Report for All Other Facilities

- ❑ “Influenza” and “Seasonal” are the default choices for vaccination type and influenza subtype
- ❑ Select appropriate flu season in drop-down box (e.g., 2015-2016)

 **NHSN Home**

Logged into Pleasant Valley Hospital (ID 10312) as CVX9.  
Facility Pleasant Valley Hospital (ID 10312) is following the HPS component.

## Add Influenza Vaccination Summary

Mandatory fields marked with \*

[Print PDF Form](#)

Record the cumulative number of healthcare personnel (HCP) for each category below for the influenza season being tracked.

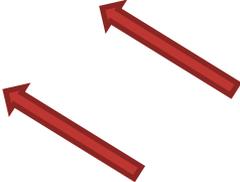
**Facility ID\*:** 10312 (Pleasant Valley Hospital)

**Vaccination type\*:** Influenza ▾

**Influenza subtype\*:** Seasonal ▾

**Flu Season\*:** ▾

**Date Last Modified:** ▾



# 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](mailto:nhsn@cdc.gov)

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