

Entering Data for the HCP Influenza Vaccination Summary

Required and Optional Reporting Forms

- **After enrolling in NHSN and/or activating the HPS Component and adding users:**
 - Complete Required Forms
 - HCP Safety Monthly Reporting Plan
 - HCP Influenza Vaccination Summary Form
 - Complete Optional Form
 - Seasonal Survey on Influenza Vaccination Programs for HCP

Log into SAMS

- ❑ You can access the activity home page by clicking <https://nhsn2.cdc.gov/nhsn/>
- ❑ Enter your SAMS user name and password
- ❑ Enter SAMS grid card numbers

Login Options
Choose one of the two login options.

SAMS Grid Card Credentials



	A	B	C	D	E	F	G	H	I	J	
1	E	Q	X	3	T	S	N	4	M	Q	1
2	E	3	K	6	J	M	9	F	8	6	2
3	C	1	6	M	3	J	H	M	P	Y	3
4	T	W	W	1	4	V	6	0	7	2	4
5	B	6	7	W	6	J	5	M	P	X	5

SAMS Username:

SAMS Password:

Login

Forgot SAMS Password?
For users who have been issued a SAMS Grid Card.

OR

HHS PIV Card



Insert your PIV card in your smart card reader before you try to login.

Login

For users who are CDC staff and have been issued a PIV card.

- ❑ For assistance with SAMS, contact the SAMS Help Desk at 1-877-681-2901 or samshelp@cdc.gov

NHSN Home Page



Department of Health and Human Services
Centers for Disease Control and Prevention

NHSN - National Healthcare Safety Network

Welcome to the NHSN Landing Page

Select a component and facility,
then click Submit to go to the Home Page.

Select component:

Select facility/group from dropdown list:

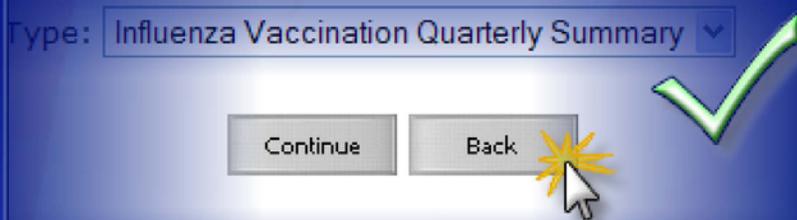
Submit



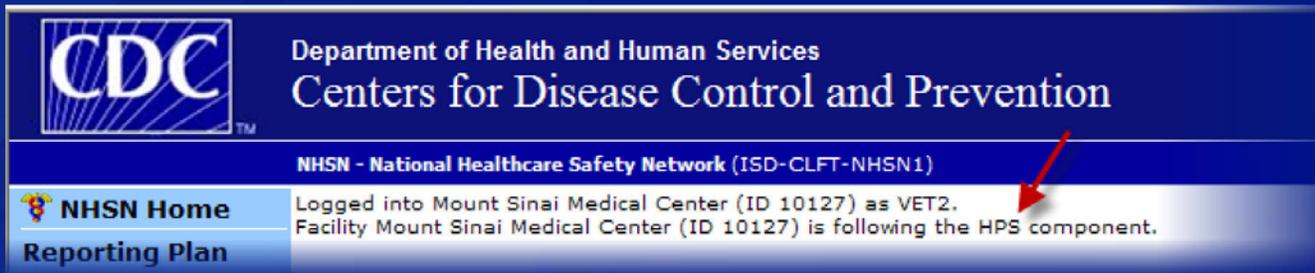
[Get Adobe Acrobat Reader for PDF files](#)

Navigating NHSN

- Use NHSN buttons to navigate (do not use Web browser buttons)



- View facility name, user, and component in use at the top of the screen

A screenshot of the NHSN header and user information. The header includes the CDC logo and the text 'Department of Health and Human Services Centers for Disease Control and Prevention'. Below this, it says 'NHSN - National Healthcare Safety Network (ISD-CLFT-NHSN1)'. A red arrow points to the user information: 'Logged into Mount Sinai Medical Center (ID 10127) as VET2. Facility Mount Sinai Medical Center (ID 10127) is following the HPS component.' On the left side, there are links for 'NHSN Home' and 'Reporting Plan'.

HPS Component Home Page



Department of Health and Human Services
Centers for Disease Control and Prevention

NHSN - National Healthcare Safety Network (apt-v-nhsn-test:8081)

[NHSN Home](#) | [My Info](#) | [Contact us](#) | [Help](#) | [Log Out](#)

NHSN Home

Reporting Plan

HCW

Lab Test

Exposure

Prophy/Treat

Flu Summary

▣ Add

▣ Find

▣ Incomplete

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.

NHSN Healthcare Personnel Safety Component Home Page

Use the Navigation bar on the left to access the features of the application.

Assurance of Confidentiality: The voluntarily provided information obtained in this surveillance system that would permit identification of any individual or institution is collected with a guarantee that it will be held in strict confidence, will be used only for the purposes stated, and will not otherwise be disclosed or released without the consent of the individual, or the institution in accordance with Sections 304, 306 and 308(d) of the Public Health Service Act (42 USC 242b, 242k, and 242m(d)).

NHSN maintenance may occur nightly between 12am and 6am Eastern time.



[Get Adobe Acrobat Reader for PDF files](#)

HCP Safety Monthly Reporting Plan Form

- Collects data on which modules and months the facility plans to participate
- Users should select “Influenza Vaccination Summary”
 - The plan is automatically updated with this information for the entire NHSN-defined influenza season (July 1 to June 30)
 - The user will not need to add any reporting plans after the initial monthly plan has been added for that influenza season.

The image shows a screenshot of the 'Healthcare Personnel Safety Monthly Reporting Plan' form. At the top left is the NHSN logo. At the top right, it says 'Form Approved OMB No. 0920-0666 Exp. Date: 10/31/2016 www.cdc.gov/nhsn'. The title 'Healthcare Personnel Safety Monthly Reporting Plan' is centered. Below the title, it says 'Page 1 of 1 Required for saving'. There are fields for 'Facility ID#' and '*Month/Year: / /'. Below these are three sections, each with a checkbox: 'No NHSN Healthcare Personnel Safety Modules followed this month', 'Healthcare Personnel Exposure Modules' (with sub-options for Blood/Body Fluid Exposure Only, Blood/Body Fluid Exposure with Exposure Management, and Influenza Exposure Management), and 'Healthcare Personnel Vaccination Module' (with sub-option for Influenza Vaccination Summary). At the bottom, there is a small 'Assurance of Confidentiality' and 'Public reporting burden' notice, and a footer 'CDC 07-203 7.0'.

Monthly Plan View for Hospitals with IRF Units

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

NHSN Home Logged into Mount Sinai Medical Center (ID 10127) as XDB7.
Facility Mount Sinai Medical Center (ID 10127) is following the HPS component.

Alerts

Reporting Plan

- Add
- Find
- Incomplete

HCW

Lab Test

Exposure

Prophy/Treat

Flu Summary

Analysis

Surveys

Users

Facility

Group

Log Out

Add Monthly Reporting Plan

Mandatory fields marked with *

Facility ID*: Mount Sinai Medical Center (ID 10127) ▾

Month*: ▾

Year*: ▾

No NHSN Healthcare Personnel Safety Modules Followed this Month

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)

<http://www.cdc.gov/>

Monthly Plan View for Hospitals with IRF Units

❑ Click “Save” when finished

 **NHSN Home**

Logged into Mount Sinai Medical Center (ID 10127) as XDD7.
Facility Mount Sinai Medical Center (ID 10127) is following the HPS component.

Alerts

Reporting Plan

- ❑ Add
- ❑ Find
- ❑ Incomplete

HCW

Lab Test

Exposure

Prophy/Treat

Flu Summary

Analysis

Surveys

Users

Facility

Group

Log Out

Add Monthly Reporting Plan

Mandatory fields marked with *

Facility ID*: Mount Sinai Medical Center (ID 10127) ▾

Month*: ▾

Year*: ▾

No NHSN Healthcare Personnel Safety Modules Followed this Month

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)

<http://www.cdc.gov/>

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

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

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

HCP Influenza Vaccination Summary Form

- ❑ **Collects summary influenza vaccination counts among HCP**
- ❑ **HCP influenza summary reporting in NHSN consists of a single data entry screen per influenza season**
- ❑ **Each time a user enters updated data for a particular influenza season:**
 - All previously entered data for that season will be overwritten
 - A new modified date will be auto-filled by the system

HCP Influenza Vaccination Summary Form

□ **NHSN data entry screen mirrors the HCP Influenza Vaccination Summary Form**

- Denominator (Question 1)
- Numerator (Questions 2-6)

	*Employees (staff on facility payroll)	*Licensed independent practitioners: Physicians, advanced practice nurses, & physician assistants	*Adult students/trainees & volunteers	Other Contract Personnel
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)				

Table of Instructions

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 (e.g., 2012/2013).
Date Last Modified	The Date Last Modified will be auto-entered and will indicate the date that these data were last changed by a user.
Employee HCP (staff on facility payroll)	<i>Required.</i> 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.
Non-Employee HCP: Licensed independent	<i>Required.</i> Defined as physicians (MD, DO); advanced practice nurses; and physician

- The Table of Instructions outlines the instructions and definitions for each data field in the NHSN module

- The Instructions for the HCP Influenza Vaccination Summary Form are located in the HCP Influenza Vaccination Summary Protocol:

<http://www.cdc.gov/nhsn/forms/57-214-HCP-Influenza-Vaccination-Summary-Form-TOI-.pdf>

HCP Influenza Vaccination Summary Data

- ❑ Click “Flu Summary” then “Add”
- ❑ “Influenza Vaccination Summary Data” appears as the only option
- ❑ Click “Continue”

The screenshot shows the NHSN (National Healthcare Safety Network) interface. At the top left is the CDC logo and the text "Department of Health and Human Services, Centers for Disease Control and Prevention". Below this is a navigation bar with "NHSN - National Healthcare Safety Network (apt-v-nhsn-test:8081)" and links for "NHSN Home", "My Info", "Contact us", "Help", and "Log Out". The main content area is titled "Add Summary Data" and shows a dropdown menu for "Summary Data Type" with "Influenza Vaccination Summary" selected. Below the dropdown are "Continue" and "Back" buttons. On the left side, there is a sidebar menu with options: "NHSN Home", "Reporting Plan", "HCW", "Lab Test", "Exposure", "Prophy/Treat", "Flu Summary" (highlighted with a red box), "Add" (highlighted with a blue box), "Find", "Incomplete", "Analysis", and "Surveys".

Summary Report for Hospitals with IRF Units

- ❑ “Influenza” and “Seasonal” are the default choices for vaccination type and influenza subtype
- ❑ Select appropriate flu season in drop-down box (e.g., 2014-2015)
- ❑ Select the appropriate location for reporting acute care hospital data or IRF unit(s) data

Alerts
Reporting Plan
HCW
Lab Test
Exposure
Prophy/Treat
Flu Summary
Add
Find
Incomplete
Analysis
Surveys
Users
Facility
Group
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.

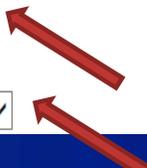
Facility ID*: 10312 (Pleasant Valley Hospital)

Vaccination type*: Influenza ▾

Influenza subtype*: Seasonal ▾

Flu Season*: 2014/2015 ▾

Locations*: IRF Units(s) ▾



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., 2014-2015)

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

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

Add Influenza Vaccination Summary

[Print PDF Form](#)

Mandatory fields marked with *

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

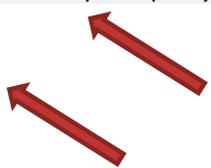
Facility ID*: 10312 (Pleasant Valley Hospital)

Vaccination type*: Influenza ▾

Influenza subtype*: Seasonal ▾

Flu Season*: ▾

Date Last Modified:



HCP Influenza Vaccination Summary Data Entry Screen

HCP categories	Employee HCP	Non-Employee HCP		
	Employees (staff on facility payroll)*	Licensed independent practitioners: Physicians, advanced practice nurses, & physician assistants*	Adult students/trainees & volunteers*	Other Contract Personnel
1. Number of HCP who worked at this healthcare facility for at least 1 day between October 1 and March 31	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2. Number of HCP who received an influenza vaccine at this healthcare facility since influenza vaccine became available this season	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
4. Number of HCP who have a medical contraindication to the influenza vaccine	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
5. Number of HCP who declined to receive the influenza vaccine	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
6. Number of HCP with unknown vaccination status (or criteria not met for questions 2-5 above)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Custom Fields [HELP](#)

TEST FIELD:

Comments

- The asterisks indicate required columns that must be completed
- Use the “Custom Fields” function for data that a facility would like to collect and analyze consistently
- Use the “Comments” box to enter any additional information, such as side notes

HCP Influenza Vaccination Summary Data Entry Screen: Custom Fields

- ❑ Click “Facility” then “Customize Forms”
- ❑ Complete all mandatory fields
- ❑ Enter label and select type and status
- ❑ Click “Save” when finished

- Flu Summary
- Analysis
- Surveys
- Users
- Facility**
 - ▶ **Customize Forms**
 - ▶ Export Data
 - ▶ Facility Info
 - ▶ Add/Edit Component
 - ▶ Locations
 - ▶ Occupations
 - ▶ Departments
 - ▶ Supervisors
 - ▶ Vaccinators
 - ▶ Devices
- Group
- Log Out

Mandatory fields to "Add" or "Edit" a record marked with *

Form Type*: CDC-Defined - HPS - Flu Summary
Form *: Influenza Vaccination Summary
Description*: VACCSUMANN
Status *: Active

Define Custom Fields

	Label	Type	Status
<input type="checkbox"/>			
<input type="checkbox"/>	HCP NURSES	Numeric	Active
<input type="checkbox"/>	HCP PHYSICIANS	Numeric	Active
<input type="checkbox"/>			

Find Save Clear

HCP Influenza Vaccination Summary Data Entry Screen: Custom Fields

Custom Options

✔ The custom option 'VACCSUMANN' has been successfully updated.

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	<input type="text" value="25"/>	<input type="text" value="50"/>	<input type="text" value="50"/>	<input type="text" value="25"/>
4. Number of HCP who have a medical contraindication to the influenza vaccine	<input type="text" value="0"/>	<input type="text" value="50"/>	<input type="text" value="50"/>	<input type="text" value="25"/>
5. Number of HCP who declined to receive the influenza vaccine	<input type="text" value="25"/>	<input type="text" value="0"/>	<input type="text" value="100"/>	<input type="text" value="0"/>
6. Number of HCP with unknown vaccination status (or criteria not met for questions 2-5 above)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

Custom Fields [HELP](#)

HCP NURSES: HCP PHYSICIANS :

Comments

Edit

Delete

Back

- ❑ A message will appear at the top of the screen indicating that the Custom Fields have been updated
- ❑ The Custom Fields will now appear on the data entry screen

Editing HCP Influenza Vaccination Summary Data

View Influenza Vaccination Summary

 A record for the selected summary data element already exists.

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*: 10238 (Boston Vet Center)

Vaccination type*: Influenza

Influenza subtype*: Seasonal

Flu Season*: 2013/2014

Date Last Modified: 07/03/2013

HCP categories	Employee HCP	Non-Employee HCP		
	Employees (staff on facility payroll)*	Licensed independent practitioners: Physicians, advanced practice nurses, & physician assistants*	Adult students/trainees & volunteers*	Other Contract Personnel
1. Number of HCP who worked at this healthcare facility for at least 1 day between October 1 and March 31	50	10	25	5
2. Number of HCP who received an influenza vaccine at this healthcare facility since influenza vaccine became available this season	35	5	20	2

❑ For each update of the data after the initial entry, a message will indicate that a record of the summary data already exists

❑ The “Date Last Modified” shows when the data were last entered

Editing HCP Influenza Vaccination Summary Data

- Click “Edit” to modify existing data

HCP categories	Employee HCP	Non-Employee HCP		
	Employees (staff on facility payroll)*	Licensed independent practitioners: Physicians, advanced practice nurses, & physician assistants*	Adult students/trainees & volunteers*	Other Contract Personnel
1. Number of HCP who worked at this healthcare facility for at least 1 day between October 1 and March 31	50	10	25	5
2. Number of HCP who received an influenza vaccine at this healthcare facility since influenza vaccine became available this season	35	5	20	2
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	10	0	5	3
4. Number of HCP who have a medical contraindication to the influenza vaccine	5	0	0	0
5. Number of HCP who declined to receive the influenza vaccine	0	5	0	0
6. Number of HCP with unknown vaccination status (or criteria not met for questions 2-5 above)	0	0	0	0

Custom Fields [HELP](#)
TEST FIELD:

Comments

Saving HCP Influenza Vaccination Summary Data

- Click “Save” to save the updated data

HCP categories	Employees (staff on facility payroll)*	Licensed independent practitioners: Physicians, advanced practice nurses, & physician assistants*	Adult students/trainees & volunteers*	Other Contract Personnel
1. Number of HCP who worked at this healthcare facility for at least 1 day between October 1 and March 31	50	15	25	5
2. Number of HCP who received an influenza vaccine at this healthcare facility since influenza vaccine became available this season	25	10	15	2
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	20	0	10	3
4. Number of HCP who have a medical contraindication to the influenza vaccine	5	0	0	0
5. Number of HCP who declined to receive the influenza vaccine	0	5	0	0
6. Number of HCP with unknown vaccination status (or criteria not met for questions 2-5 above)	0	0	0	0

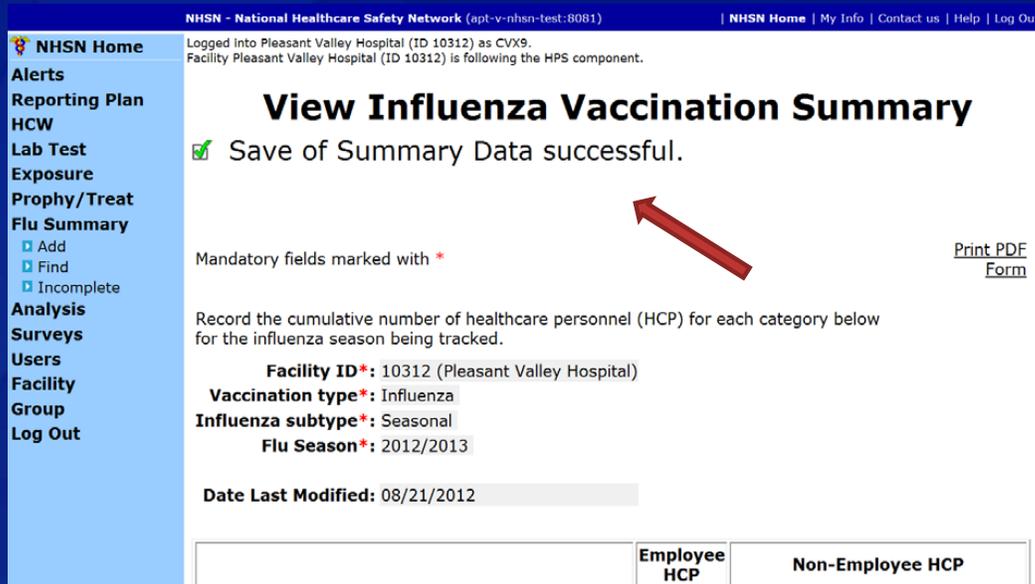
Custom Fields [HELP](#)

TEST FIELD:

Comments

Saving HCP Influenza Vaccination Summary Data

- ❑ A message confirming that data were saved should appear at the top of the screen



NHSN - National Healthcare Safety Network (apt-v-nhsn-test:8081) | NHSN Home | My Info | Contact us | Help | Log Out

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

View Influenza Vaccination Summary

✔ Save of Summary Data successful.

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*: 2012/2013

Date Last Modified: 08/21/2012

[Print PDF Form](#)

	Employee HCP	Non-Employee HCP

Data Analysis Features for HCP Influenza Vaccination Summary

HCP Influenza Vaccination Summary Data Analysis: Output Options

- ❑ Go to “Analysis” and “Output Options”
- ❑ Free-standing IRFs should click on the “HCW Vaccination Module,” “Influenza,” and “CDC Defined Output”
- ❑ IRF units within acute care facilities should click on “HCW Vaccination Module,” “Influenza,” “IRF Influenza” and “CDC Defined Output”
- ❑ Click on “Run” to view the default output

The image displays two screenshots of a software interface. The top screenshot shows a navigation tree with the following structure: 'Expand All' and 'Collapse All' buttons at the top; 'HCW Exposure Module' folder; 'HCW Vaccination Module' folder; 'Influenza' folder; and 'CDC Defined Output' folder. Under 'CDC Defined Output', there are two items: 'Line Listing - Number of HCP Working During Requ...more' and 'Line Listing - Number of HCP Vaccinated at This ...more'. Each item has a 'Run' button and a 'Modify' button. A red arrow points to the 'Run' button for the second item. The bottom screenshot shows a similar navigation tree, but with 'IRF Influenza' folder instead of 'Influenza'. It also has 'Expand All' and 'Collapse All' buttons, and the same two items under 'CDC Defined Output' with 'Run' and 'Modify' buttons.

Generating HCP Influenza Vaccination Summary Data

NHSN - National Healthcare Safety Network (apt-v-nhsn-test:8081) | NHSN Home | My Info | Contact us | Help | Log Out

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

Generate Data Sets

HELP

Generate Healthcare Personnel Safety Analysis Data Sets

Date Last Generated	Action
Aug 21 2012 3:35PM	<input type="button" value="Generate New"/>

Back

- Go to “Analysis” and select “Generate Data Sets”
- Click “Generate New”
- Select “OK” when webpage message appears on the screen

Message from webpage

? The current data sets will be overwritten.
Are you sure you want to continue?

OK Cancel

HCP Influenza Vaccination Summary Data Analysis: Output Options

- ❑ Go to “Analysis” and “Output Options”
- ❑ IRF units within acute care facilities should click on “HCW Vaccination Module,” “Influenza,” “IRF Influenza” and “CDC Defined Output”
- ❑ All other facilities should click on the “HCW Vaccination Module,” “Influenza,” and “CDC Defined Output”
- ❑ Click on “Run” to view the default output

Expand All Collapse All

- HCW Exposure Module
- HCW Vaccination Module
 - Influenza
 - IRF Influenza
 - CDC Defined Output
 - Line Listing - Number of HCP Working During Requ...more Run Modify
 - Line Listing - Number of HCP Vaccinated at This ...more Run Modify

Expand All Collapse All

- HCW Exposure Module
- HCW Vaccination Module
 - Influenza
 - CDC Defined Output
 - Line Listing - Number of HCP Working During Requ...more Run Modify
 - Line Listing - Number of HCP Vaccinated at This ...more Run Modify

HCP Influenza Vaccination Summary Data Analysis: Summary Counts

orgID	summarySeason	summaryType	fluVaccSubtype	vaccType	empWorking	lipWorking	studVolWorking	conWorking	totWorkingNoCon	totWorkingWCon
10312	2011/2012	VACCSUMANN	SEASONAL	FLU	400	10	10	7	420	427
10312	2012/2013	VACCSUMANN	SEASONAL	FLU	25	50	50	20	125	145

- ❑ Totals are presented for each variable and for each season
- ❑ The user can view the total number of employees, LIPs, adult students/trainees and volunteers, and other contract personnel working during the required time period
 - This example shows that 400 employees worked during the required time period during the 2011/2012 influenza season
 - 25 employees worked during the required time period during the 2012/2013 influenza season
- ❑ Two overall totals are presented
 - One number includes the total number of HCP working without other contract personnel (e.g., 420 HCP for the 2011-2012 influenza season)
 - One number includes the total number of HCP working with other contract personnel (e.g., 427 HCP for the 2011-2012 influenza season)

HCP Influenza Vaccination Summary Data Analysis: Percentages

pctEmpVaccHere	pctLIPVaccHere	pctStudVolVaccHere	pctConVaccHere
50%	20%	0.0%	43%
40%	20%	30%	15%

- ❑ Percentages are presented for each variable
- ❑ The highlighted example indicates:
 - 50% of employees were vaccinated at this facility in 2011/2012
 - 40% of employees were vaccinated at this facility in 2012/2013
- ❑ The percentages in the highlighted example are created by:
 - Dividing the number of employees vaccinated onsite by the number of employees working during the required time period
 - Multiplying by 100 to obtain a percentage

HCP Influenza Vaccination Summary Data Analysis: Vaccination Compliance

Vaccination Compliance (excluding other contract personnel)

orgID	summarySeason	totVaccHereEWNoCon	totWorkingNoCon	pctVaccHereEWNoCon
10312	2011/2012	304	420	72%
10312	2012/2013	105	200	53%

- ❑ **The highlighted example for vaccination compliance indicates:**
 - 72% of HCP (excluding other contract personnel) were vaccinated in 2011/2012
 - 53% of HCP (excluding other contract personnel) were vaccinated in 2012/2013
- ❑ **The percentages for vaccination compliance are created by:**
 - Adding the total number of HCP who were vaccinated onsite to the total number of HCP who were vaccinated elsewhere (excluding other contract personnel)
 - Dividing the total number of HCP vaccinated (both onsite and elsewhere) by the total number of HCP working during the required time period (excluding other contract personnel)
 - Multiplying by 100 to obtain a percentage

HCP Influenza Vaccination Summary Data Analysis: Vaccination Non-Compliance

Vaccination Non-Compliance (excluding other contract personnel)

orgID	summarySeason	totDecUnkNoCon	totWorkingNoCon	pctDecUnkNoCon
10312	2011/2012	113	420	27%
10312	2012/2013	70	200	35%

- ❑ **The highlighted example for vaccination non-compliance indicates:**
 - 27% of HCP (excluding other contract personnel) were not vaccinated in 2011/2012
 - 35% of HCP (excluding other contract personnel) were not vaccinated in 2012/2013
- ❑ **The percentages for vaccination non-compliance are created by:**
 - Adding the total number of HCP who declined vaccination to the total number of HCP with unknown vaccination status (excluding other contract personnel)
 - Dividing this number by the total number of HCP working during the required time period (excluding other contract personnel)
 - Multiplying by 100 to obtain a percentage

Modifying HCP Influenza Vaccination Summary Data

Line Listing - Number of HCP Working During Requi...more

Line Listing - Number of HCP Vaccinated at This ...more

❑ To modify the default analysis output, users can click “Modify” next to the report they wish to modify

❑ Can export dataset and change output title and format

❑ Can use variable labels when viewing output

Logged into Pleasant Valley Hospital (ID 10312) as C009.
Facility Pleasant Valley Hospital (ID 10312) is following the HPS component.

Line Listing

Analysis Data Set: HCW_VaccFluSum

Modify Attributes of the Output:

Last Modified On: 07/23/2012

Output Type: Line Listing

Output Name: Line Listing - Summary Counts For All HCP Influenza Sea

Output Title: Line Listing for Summary Counts for HCP Influenza Vacci

Select output format:

Output Format: PDF

Choose page Orientation: Portrait Landsc

Use Variable Labels

Number of employees working	Number of LIPs working	Number of adult students/trainees and volunteers working	Number of other contract personnel working	Total number of healthcare personnel (HCP) [excluding other contract personnel] working	Total number of HCP (including other contract personnel) working
400	100	0	0	500	500
25	30	35	40	90	130

Modifying HCP Influenza Vaccination Summary Data

- Can add/remove variables from output by clicking “Modify List” (e.g., can remove variables for other contract personnel)
- Use arrows to move variables
- Use “Up” and “Down” to change the display order of the variables
- Click “Save” when finished

Output Format: HTML

Use Variable Labels

Select a time period or Leave Blank for Cumulative Time

Date Variable: Beginning Ending

Enter Date variable/Time period at the time you click

Specify Other Selection Criteria:

[Show Criteria](#) [Column +](#) [Row +](#) [Clear Criteria](#)

Other Options:

Modify Variables To Display By Clicking: [Modify List](#)

Specify Sort Variables By Clicking: [Modify List](#)

Select Page by variable: [Dropdown]

Available Variables: PctempDecANDUnk, conDec, conMed, conUnk, conVaccEW, conVaccHere, createDate, createUserID, empDec, empMed, empUnk, empVaccEW, empVaccHere, fluVaccTypeDesc, fluVaccType, hpsAnnSummaryID, lipDec, lipMed, lipUnk, lipVaccEW, lipVaccHere, modifyDate, modifyUserID, modifyVersion, pctDecNoCon, pctDecUnkNoCon, pctDecUnkWCon

Selected Variables: orgID, summarySeason, summaryType, fluVaccSubtype, vaccType, empWorking, lipWorking, studVolWorking, conWorking, totWorkingNoCon, totWorkingWCon

Buttons: Save, Reset, Close, Up, Down, Run, Save As, Back, Export Output Data Set

The NHSN Website

Surveillance for Healthcare Personnel Vaccination

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

On this Page

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

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

for training materials:

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



Questions or Need Help?



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

Please include “HPS Flu Summary” in the subject line of the e-mail and specify your facility type