

News from the NHSN Help Desk

FAQs About Healthcare Personnel Influenza Vaccination Summary Reporting

If your facility is participating in CMS ESRD QIP, it's time to begin collecting data about the healthcare personnel (HCP) in your facility this flu season. Record whether each worker has been vaccinated at the facility, vaccinated outside the facility, has a medical contraindication, declined vaccination, or has an unknown vaccination status. Answers to frequently asked questions (FAQs) are below. Refer to the [NHSN HCP Influenza Vaccination Summary Protocol](#) for complete reporting instructions.

Q1: Which healthcare personnel (HCP) should be included in my facility's influenza vaccination summary count?

Report the influenza vaccination status for all healthcare personnel who are physically present in the facility for at least one working day from October 1 through March 31. This includes full-time, part-time, and per diem healthcare personnel. Report a summary of these data for three HCP categories:

1. Employees
2. Licensed independent practitioners
3. Adult students/trainees and volunteers

Reporting data for contract personnel is not required for the 2015-2016 influenza season.

Q2: What do I select on the Healthcare Personnel Safety Monthly Reporting Plan?

In NHSN, on the "Add Reporting Plan" screen in the Healthcare Personnel Safety Component:

1. select any month and year within the NHSN-defined influenza season (July 2015–June 2016)
2. check the box for "Influenza Vaccination Summary" and
3. click "Save"

Only one Monthly Reporting Plan should be added per influenza season. After the initial Monthly Reporting Plan is added, the other Plans are automatically updated for the entire influenza season.

Q3: How often do I need to report HCP influenza vaccination summary data to NHSN?

Facilities are encouraged to update healthcare personnel influenza vaccination summary counts on a monthly basis. However, entering a single influenza vaccination summary report at the end of the influenza season (on or before May 15, 2016) will meet the minimum requirements for healthcare personnel influenza vaccination reporting for QIP and for NHSN participation. For facilities that opt to enter data into NHSN each month, note that **each time a user enters new healthcare personnel influenza vaccination summary data, all previously entered data for that season is overwritten.** Therefore, a facility should maintain its own copies of monthly vaccination reports for access to monthly data.



Questions? Email the NHSN helpdesk at nhsn@cdc.gov with "HPS Flu Summary" in the subject line and indicate that you are from an outpatient hemodialysis facility.