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**Audio from computer speakers breaking up?**

**Audio suddenly stop?**

**Click Refresh**
**– or –**
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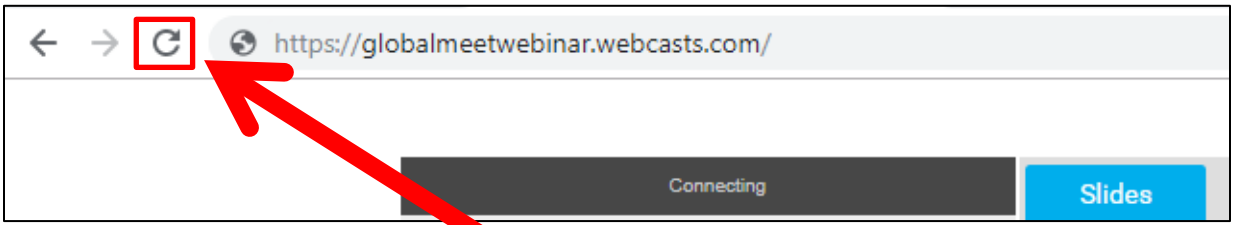
F5 Key
Top Row of Keyboard




Refresh

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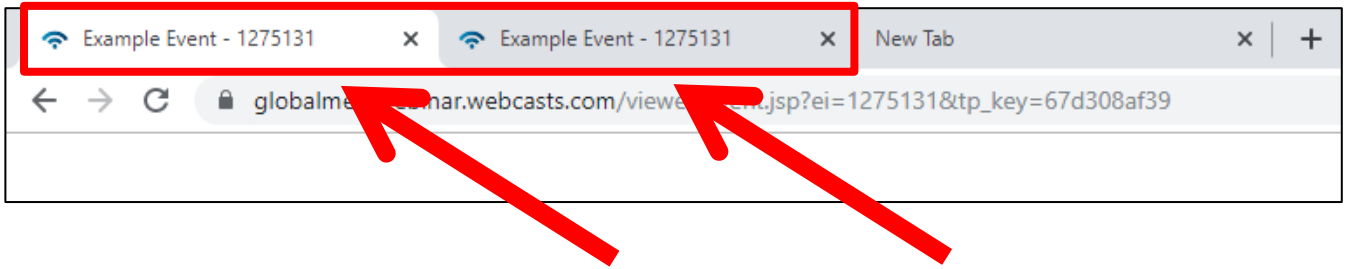
- **Hear a bad echo on the call?**
- **Echo is caused by multiple browsers/tabs open to a single event (multiple audio feeds).**
- **Close all but one browser/tab and the echo will clear.**




**Example of Two Browsers/Tabs Open in Same Event**

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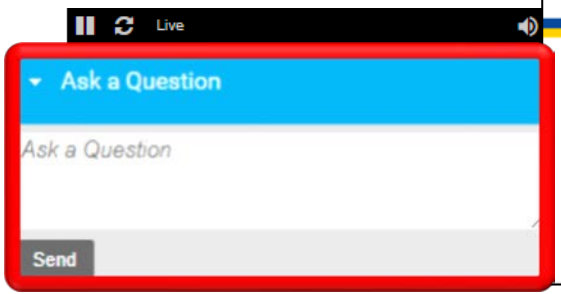
**Type questions in the Ask a Question section found on the left-hand side.**



# Reporting Healthcare Personnel COVID-19 Vaccination Data Refresher

## April 27, 2022

# Speakers

**Elizabeth Kalayil, MPH**
Public Health Analyst
Division of Healthcare Quality Promotion
Lantana Consulting Group
Centers for Disease Control and Prevention (CDC)

**Sherese Dennard, MEd**
Program Analyst
Division of Healthcare Quality Promotion
Goldbelt C6, LLC/CDC

## Moderator

**Evette Robinson, MPH, CPHQ**
Program Lead
Inpatient Psychiatric Facility Quality Reporting (IPFQR) Program
Inpatient Value, Incentives, and Quality Reporting (VIQR)
Outreach and Education Support Contractor

# Introduction

During the January 20, 2022, NHSN Enrollment and Reporting Healthcare Personnel COVID-19 Vaccination Data webinar, attendees received step-by-step instructions to:

- Enroll in National Healthcare Safety Network (NHSN).
- Submit and verify COVID-19 Coverage Among Healthcare Personnel (HCP) measure data.

# Purpose

Attendees will understand how to use the NHSN module to report COVID-19 HCP measure data and learn about NHSN module updates.

# Learning Objectives

Attendees will be able to:

- Ensure proper NHSN enrollment.
- Identify the steps facilities should follow to successfully report data through NHSN.
- Review reporting of cumulative vaccination data.
- Run data reports.
- Review frequently asked questions and data reporting updates.

Reporting Healthcare Personnel COVID-19 Vaccination Data Refresher

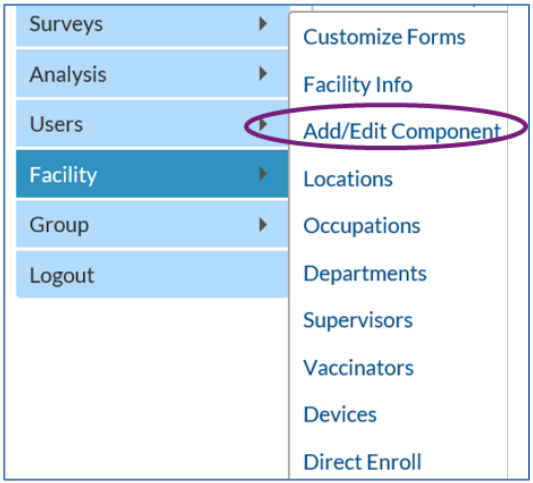
# How to Get Started in NHSN

# Getting Started in NHSN

- Enrolling in NHSN
  - Facilities that are currently not participating in NHSN and wish to participate must enroll their facility in NHSN. Please visit http://www.cdc.gov/nhsn/enrollment/index.html for more information regarding the enrollment process.
  - During the enrollment process, facilities may choose to participate in any of the NHSN components.
- Activating the Healthcare Personnel Safety (HPS) Component
  - Facilities that are already enrolled in NHSN and wish to participate in the HPS Component must activate the component within NHSN.
  - For information about the HPS Component, please visit: https://www.cdc.gov/nhsn/hps/index.html

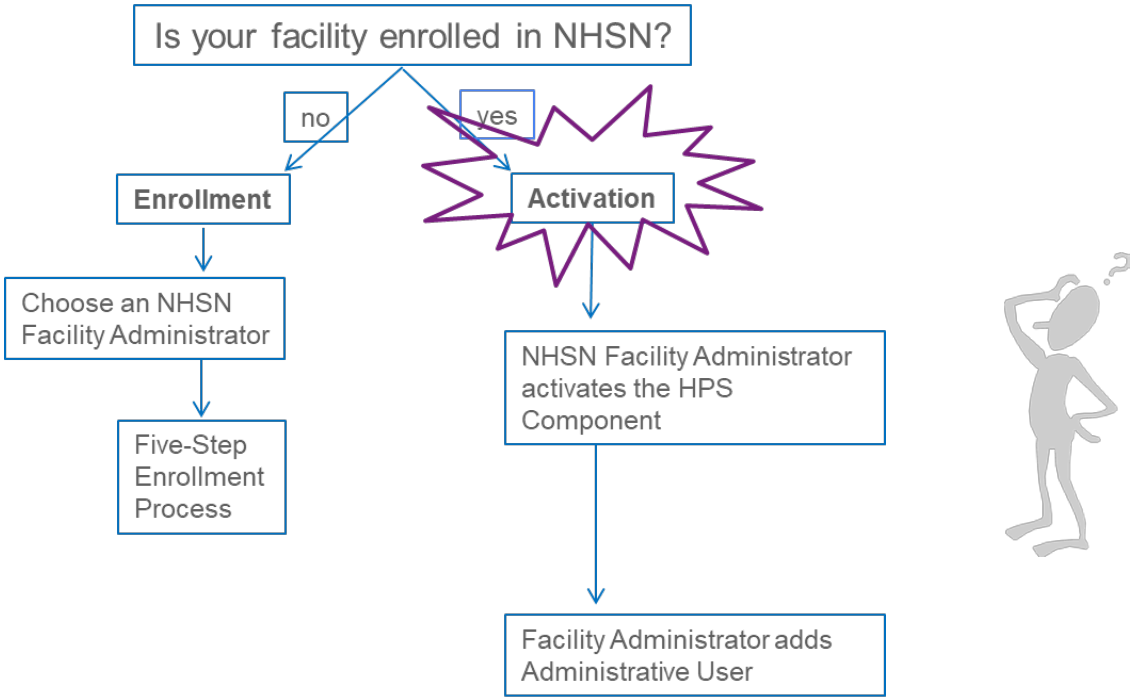
# Activating HPS Component

- Facility Administrator (FA) logs into SAMS (https://nhsn2.cdc.gov/nhsn/) and clicks NHSN Reporting.
- From the home page, click Facility then Add/Edit Component. Then, check the box next to Healthcare Personnel Safety.
- FA adds HPS Component Primary Contact as a user within the NHSN facility.
- Click Users on the navigation bar. Click Add.
- Complete the Add User screen mandatory fields: User ID (created by the facility), First Name, Last Name, and E-mail Address (The email must be an active/correct address for the user.)
- The FA or new HPS Component Primary Contact adds other users.

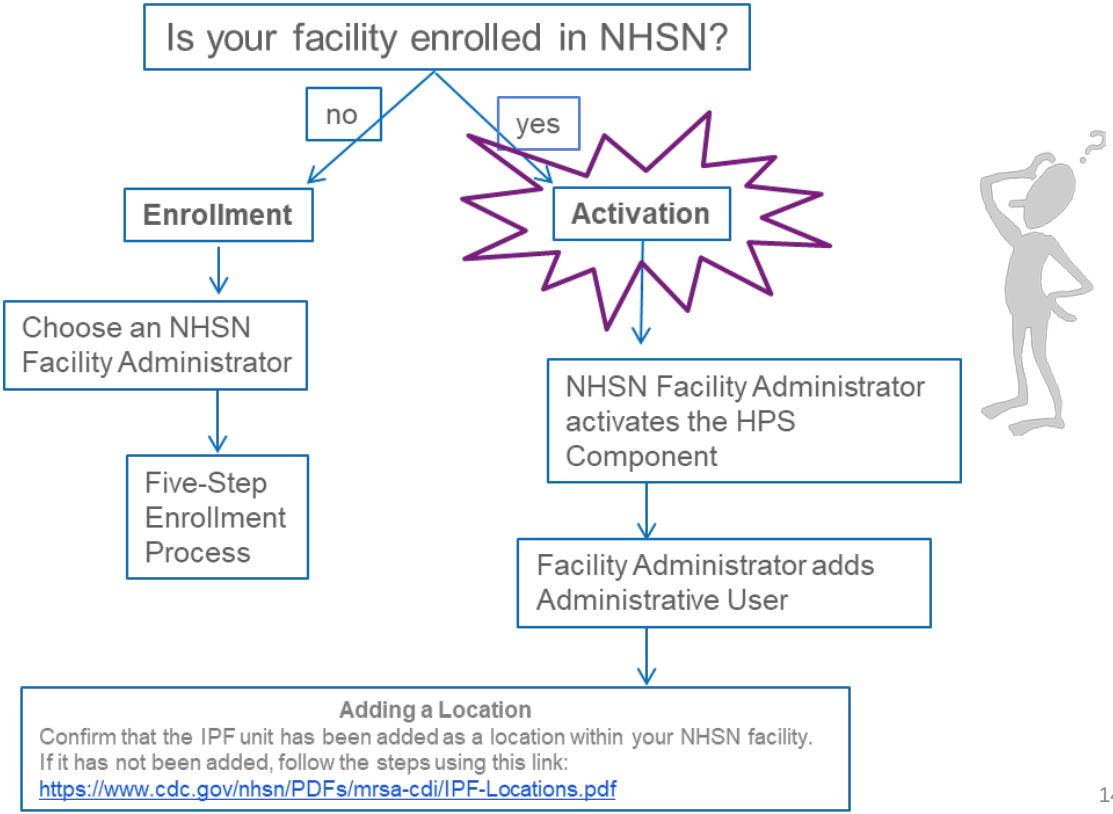


# Getting Started in the HPS Component: Freestanding IPFs

E-mail nhsn@cdc.gov to find out your facility's NHSN status.

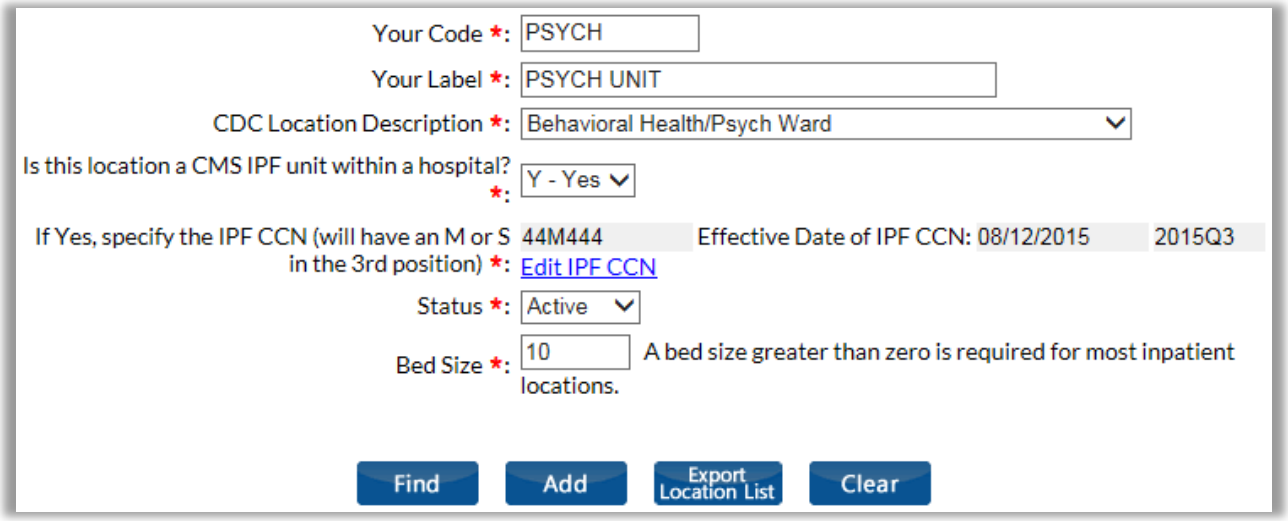


# Getting Started in the HPS Component: IPF Units



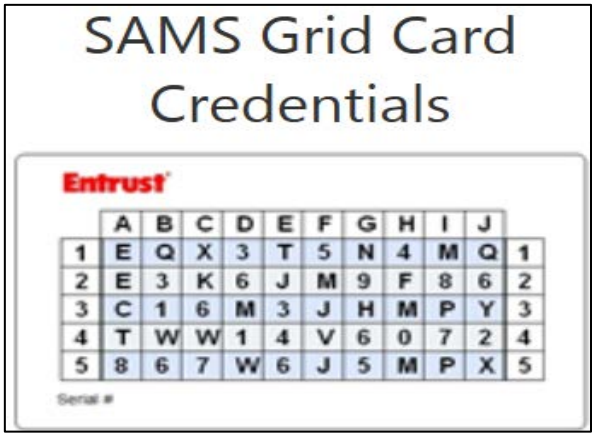
# Getting Started in the HPS Component: IPF Units

Once an IPF unit has been mapped, the fields for the IPF unit location should be completed.



# New Users to NHSN

- If you are a new user, you will need to register with Secure Access Management Services (SAMS).
- Access NHSN using SAMS credentials.
- Information on the new SAMS process is found here: About SAMS | NHSN | CDC
- Log in to NHSN at least once per year to maintain active SAMS credentials.



# Change in NHSN FA

- The NHSN FA should transfer role to another user prior to leaving the facility!
- NHSN can add an individual as the new NHSN FA if the previous NHSN FA has left the facility.
  - Do not re-enroll the facility in NHSN.
- Complete NHSN FA Change Request form online: https://www.cdc.gov/nhsn/facadmin/index.html
- The new NHSN FA can begin the new NHSN user onboarding process.

Reporting Healthcare Personnel COVID-19 Vaccination Data Refresher

# How to Report Cumulative Data

# Cumulative versus Incident Vaccination Types

- Cumulative vaccination data are the total number of individuals eligible to work in the facility for a given reporting week who have ever received the COVID-19 vaccine since it became available.
- Incident vaccination data are the number of new individuals who received COVID-19 vaccine in a specific week.

**Incident data are not used for reporting COVID-19 vaccination data in NHSN!**

# Reporting Cumulative Data: Week 1

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

| | Week 1 | Week 2 | Week 3 |
|---|---|---|---|
| 1. Number of HCP 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 HCP in Question #1 who received only dose 1 of *Pfizer-BioNTech* COVID-19 vaccine | 10 | | |
| 2.2 Cumulative number of HCP in Question #1 who received dose 1 and dose 2 of *Pfizer-BioNTech* COVID-19 vaccine | 5 | | |

# Reporting Cumulative Data: Week 2

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

| | Week 1 | Week 2 | Week 3 |
|---|---|---|---|
| 1. Number of HCP 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 HCP in Question #1 who received only dose 1 of *Pfizer-BioNTech* COVID-19 vaccine | 10 | (10+5) **15** | |
| 2.2 Cumulative number of HCP in Question #1 who received dose 1 and dose 2 of *Pfizer-BioNTech* COVID-19 vaccine | 5 | 5 | |

# Reporting Cumulative Data: Week 3

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

| | Week 1 | Week 2 | Week 3 |
|---|---|---|---|
| 1. Number of HCP 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 HCP in Question #1 who received only dose 1 of *Pfizer-BioNTech* COVID-19 vaccine | 10 | 15 | (15+3-10) **8** |
| 2.2. Cumulative number of HCP in Question #1 who received dose 1 and dose 2 of *Pfizer-BioNTech* COVID-19 vaccine | 5 | 5 | |

# Reporting Cumulative Data: Week 3 (continued)

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

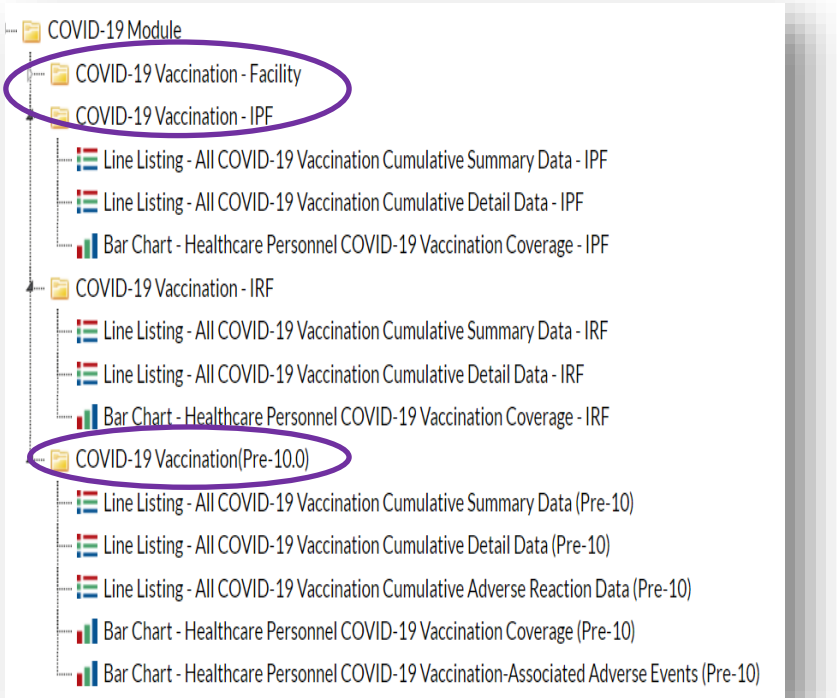
| | Week 1 | Week 2 | Week 3 |
|---|---|---|---|
| 1. Number of HCP working in or receiving care at the facility for at least 1 day during the week of data collection | 50 | 50 | 50 |
| 2.1. Cumulative number of HCP in question #1 who received only dose 1 of *Pfizer-BioNTech* COVID-19 vaccine | 10 | 15 | (15+3-10)<br>8 |
| 2.2. Cumulative number of HCP in question #1 who received dose 1 and dose 2 of *Pfizer-BioNTech* COVID-19 vaccine | 5 | 5 | (5+10)<br>15 |

Reporting Healthcare Personnel COVID-19 Vaccination Data Refresher

# How to Leverage Report Options

# 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:
  - o “COVID-19 Vaccination” for data after September 2021 NHSN update
  - o “COVID-19 Vaccination” (Pre-10.0) for data before September 2021 NHSN update



# Report Resources

- Line Listing Reports are one type of report that can be particularly useful for facilities.
- For more information to use the line listing, and other various reports available on NHSN, please see the following resources:
  - Line List of COVID-19 Vaccination Data: COVID Vaccination Line List LTC ORG (cdc.gov)
  - Bar Charts of COVID-19 Vaccination Data: COVID Vaccination Bar Chart LTC user (cdc.gov)

Reporting Healthcare Personnel COVID-19 Vaccination Data Refresher

# Frequently Asked Questions

# Question 1

**Vendors or sales representatives come into my facility or unit and may be present during patient care activities. Should we count these vendors in the other contract personnel category?**

Yes, vendors providing care, treatment, or services should be included in the other contract personnel category if they work in the facility on a regular (weekly) basis, regardless of clinical responsibility or patient contact.

# Notes on Other Contract Personnel and Vendors

- If a facility is unable to obtain vaccination status of vendors, the individuals can be marked as an “unknown” status.
- Even though reporting of other contract personnel category is required for NHSN surveillance, it is not part of the COVID-19 HCP measure data sent to CMS for the IPFQR Program.

# Question 2

**Are IPFs required to report data through the COVID-19 Vaccination Module weekly or once a month?**

NHSN allows for and encourages weekly submission of COVID-19 vaccination data via the Weekly COVID-19 Vaccination Module. Facilities that are part of the IPFQR Program must submit COVID-19 vaccination data via the Weekly COVID-19 Vaccination Module for at least one week per month to fulfill CMS reporting requirements. Facilities can select any week within the month to report data. Facilities may choose to report these data weekly. COVID-19 vaccination data should be submitted by the end of the quarter as defined by CMS. A week is designated as belonging to the month of the weekend date. For example, reporting data for the week of September 27 through October 3 is considered submitting data for a week in October.

# Question 3

**My IPF unit has a distinct CCN, with an "S" in the 3rd position. It's part of a larger (acute care) hospital. Why do I need to map the location of the IPF when it is in a building that is separate from the main hospital?**

Mapping the location of the IPF unit – even those that are not physically located within the main hospital – is necessary to ensure data submitted by the distinct IPF unit are received by CMS to meet IPFQR Program reporting requirements pertaining to the annual payment update and to ensure accurate public reporting of the COVID-19 HCP measure data for the IPF unit. Once the IPF unit is added as a location of the parent hospital, the IPF unit-specific CCN is linked with that location. IPF units that have a distinct CCN from the parent hospital do not need to enroll or activate the HPS Component separately, unless their parent hospital is not already enrolled in NHSN. View more information to map an IPF unit or update an existing IPF location at: https://www.cdc.gov/nhsn/PDFs/mrsa-cdi/IPF-Locations.pdf.

# Question 4

**If my IPF unit has the exact same CCN as my acute care, long-term care, children's, cancer, or critical access facility, do I need to report the IPF unit data separately from this facility?**

No. If the IPF unit CCN is 100% identical to the CCN of the parent facility, then separate HCP COVID-19 vaccination summary data reporting is not required by CMS. Therefore, counts of HCP working in the IPF unit can be included in the total counts for the parent facility. However, IPF units that have an "M" or "S" in the third position must either be mapped as locations of the parent facility or enrolled as a separate NHSN facility, and their data must be reported separately.

# Question 5

**Can I submit COVID-19 vaccination data for an IPF unit in the same .CSV file as the COVID-19 vaccination data for its affiliated facility?**

No.  A .CSV file can only contain one OrgID per reporting week. Facilities or groups that wish to report COVID-19 vaccination data for an IPF unit via .CSV file should submit IPF unit data in a separate .CSV file from the main hospital's data.

Reporting Healthcare Personnel COVID-19 Vaccination Data Refresher

# Updates

# Vaccine Data Tracking Worksheet Updates for 2022

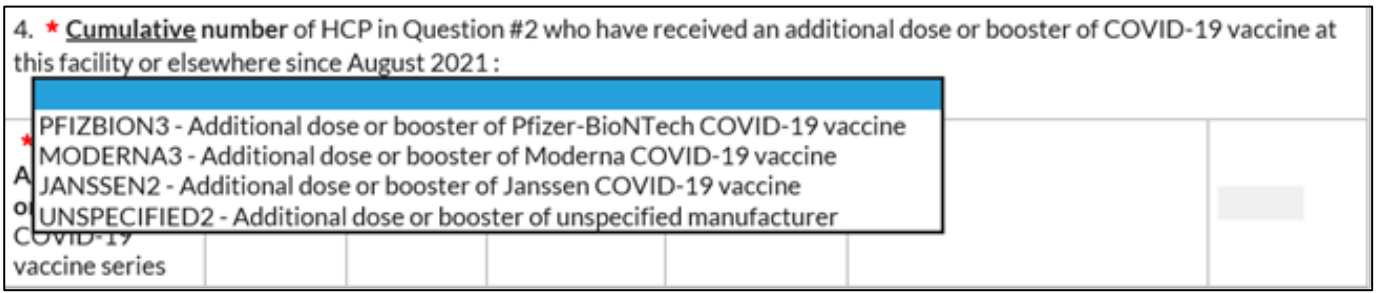
The Vaccine Data Tracking Worksheets are updated for 2022. Links can be found on NHSN under the Data Tracking Worksheets section:

- Inpatient facilities reporting HCP COVID-19 vaccination data: Non-LTC Weekly HCP COVID-19 Vaccination

Looking ahead: NHSN will allow users to manage their person-level tracking worksheet in the application in a future release.

# Removal of Eligibility Question

- In the February 2022 NHSN release, the question on individuals **eligible** for an additional dose or booster (previously Question 4) was removed.
- Reasons for the removal of this question include:
  - Simplification of reporting for users
  - Unnecessary since almost everyone is now eligible for a booster dose.



Reporting Healthcare Personnel COVID-19 Vaccination Data Refresher

# Important Deadlines

# Upcoming CMS Measure Submission Deadlines

| COVID-19 Vaccination Among Healthcare Personnel (COVID HCP) Reporting Periods and Submission Deadlines for IPFs | | |
|---|---|---|
| **Encounter Quarter** | **Reporting Period** | **Submission Deadline** |
| Q4 2021 | Oct 1–Dec 31, 2021 | May 16, 2022 |
| Q1 2022 | Jan 1–Mar 31, 2022 | August 15, 2022 |
| Q2 2022 | Apr 1–Jun 30, 2022 | November 15, 2022 |
| Q3 2022 | Jul 1–Sep 30, 2022 | February 15, 2023 |
| Q4 2022 | Oct 1–Dec 31, 2022 | May 16, 2023 |

If you have questions about IPFQR Program COVID-19 HCP measure reporting requirements and deadlines, please contact IPFQualityReporting@hsag.com.

Reporting Healthcare Personnel COVID-19 Vaccination Data Refresher

# Helpful Resources

# Acronyms

| | |
|---|---|
| **CCN** | CMS Certification Number |
| **CDC** | Centers for Disease Control and Prevention |
| **CMS** | Centers for Medicare & Medicaid Services |
| **FA** | Facility Administrator |
| **FY** | fiscal year |
| **HCP** | healthcare personnel |
| **HPS** | Healthcare Personnel Safety |
| **IPF** | Inpatient Psychiatric Facility |
| **IPFQR** | Inpatient Psychiatric Facility Quality Reporting |
| **LTC** | long-term care |
| **NHSN** | National Healthcare Safety Network |
| **Q** | quarter |
| **SAMS** | Secure Access Management Services |
| **VIQR** | Value, Incentives, and Quality Reporting |

# Resources

## Legislative Resources

- CMS final rule: FY 2022 Inpatient Psychiatric Facilities Prospective Payment System and Quality Reporting Updates for Fiscal Year Beginning October 1, 2021 (FY 2022)

## Enrollment Resources

- Enrollment for free-standing IPFs: Enrollment for Inpatient Psychiatric Facilities | NHSN | CDC
- Enrollment for IPF units at hospitals (ensure the main hospital has completed NHSN enrollment): Enrollment Acute Care Hospitals/Facilities | NHSN | CDC
- NHSN location mapping for IPF units at hospitals: ipf-locations.pdf (cdc.gov)

# Resources

## Webinar and Training Resources

- On Demand webinar (January 20, 2022): NHSN Enrollment and Reporting Healthcare Personnel COVID-19 Vaccination Data
- Training materials and Frequently Asked Questions on reporting COVID-19 vaccination data: https://www.cdc.gov/nhsn/hps/weekly-covid-vac/index.html#training

## Additional Resources

- How to Edit Email Addresses in SAMS and NHSN Facilities (cdc.gov)

# Helpful Resources

# Helpful Resources

## Stay up to date...

## ...and get answers to your questions.

# Webinar Questions or Need Help?

Please email any questions that are pertinent to the webinar topic to nhsn@cdc.gov with the following information:

- NHSN Enrollment Questions
  - Subject line: IPF Enrollment Guidance
- Reporting HCP COVID-19 Vaccination Data Questions
  - Subject line: Weekly COVID-19 Vaccination – IPF

If your question pertains to a specific slide, please include the slide number in the body of the email.

Reporting Healthcare Personnel COVID-19 Vaccination Data Refresher

# Thank You!

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