



Survival Guide for Mandatory National Healthcare Safety Network (NHSN) Reporting for Long-Term Care Facilities (LTCFs)

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This **Survival Guide for Mandatory NHSN Reporting for LTCFs** was designed to help LTCFs better understand their NHSN reporting requirements, review key definitions, share common mistakes, and connect users to more in-depth training resources and guidance.

Health Services Advisory Group (HSAG) has seen common errors lead to Centers for Medicare & Medicaid Services (CMS) fines for facilities because of misunderstanding of COVID-19 reporting requirements, vaccine up-to-date definitions, limited access to NHSN, and inadequate vaccination data collection processes. This **Survival Guide** will aid your facility in accurate reporting to NHSN.

NHSN Overview

The Centers for Disease Control and Prevention (CDC) NHSN is the nation’s most widely used healthcare-associated infection (HAI) tracking system. NHSN provides facilities, states, regions, and the nation with data needed to identify problem areas, measure progress of prevention efforts, and ultimately eliminate HAIs.¹

There are several different ways to gain access to NHSN depending on the facility’s current user access. However, each new NHSN user must become verified through The CDC’s Secure Access Management Service (SAMS), which is a federal information technology (IT) system that gives authorized personnel secure access to non-public CDC applications. The SAMS partner portal is a website designed to provide centralized access to public health information and computer applications operated by the CDC. For the NHSN Program, SAMS will provide healthcare facilities and other partners, such as state health departments and Quality Improvement Organizations (QIOs), with secure and immediate access to the NHSN application.²

If you need assistance gaining access to NHSN, please refer to the link below or contact Simi Williams at swilliams1@hsag.com.



LTCF NHSN Frequently Asked Questions, Scenarios, and Important Links:

www.hsag.com/globalassets/12sow/nhsn/nhsnimportantlinksfaqs2022final.pdf

NHSN Help Desk (via ServiceNow)

ServiceNow can be accessed through your SAMS account, or on the NHSN website at <https://servicedesk.cdc.gov>.

SAMS Help Desk (via phone and email)

Monday–Friday, 8 a.m.–6 p.m. EST
Excluding U.S. Federal Holidays
877.681.2901 (Select Option #5)
samshelp@cdc.gov

NHSN Reporting Requirements and Deadlines

Common challenges that lead to CMS fines and inaccurately reported public data include:

- Misunderstanding COVID-19 reporting requirements and vaccine up-to-date definitions.
- Inadequate vaccination data collection processes.
- Lack of access to NHSN and statewide vaccine registries.

LTCFs are required to report COVID-19 impact, therapeutics, and vaccination data, as well as report an annual healthcare personnel (HCP) influenza vaccination summary. Noncompliance related to COVID-19 reporting will be cited at F-tag 884, as well as failure to submit the required quality data may result in a 2 percent point reduction in the skilled nursing facility’s (SNF’s) annual rate update (i.e., Annual Payment Update [APU]).^{3,4}

This guide will help navigate the reporting requirements, provide definitions to reporting questions, and will include helpful tips to ensure your facility is reporting accurately.

NHSN Reporting Description	NHSN Deadline																					
<ul style="list-style-type: none"> • COVID-19 Pathway Data Reporting: Each week, new data should be reported representing the time since the last report date. <ol style="list-style-type: none"> 1. Resident Impact and Facility Capacity 2. Staff and Personnel Impact • COVID-19 Vaccination Data Reporting: Cumulative data should be reported every week for all residents and staff that were in your facility for the week of data collection. <ol style="list-style-type: none"> 1. LTCF Residents 2. LTCF HCP <p>Use the recommended Person-Level Vaccination Reporting Tool to standardize and simplify data monitoring and tracking.</p>	<p>Reporting week is Monday through Sunday. Data must be submitted into NHSN once every reporting week. Report consistently each week.</p> <p>Report once every week before Sunday at 11:59 p.m. (EST).</p> <table border="1" data-bbox="906 1182 1463 1442"> <thead> <tr> <th>S</th> <th>M</th> <th>T</th> <th>W</th> <th>Th</th> <th>F</th> <th>S</th> </tr> </thead> <tbody> <tr> <td></td> <td>1</td> <td>2</td> <td>3</td> <td>4</td> <td>5</td> <td>6</td> </tr> <tr> <td>7</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	S	M	T	W	Th	F	S		1	2	3	4	5	6	7						
S	M	T	W	Th	F	S																
	1	2	3	4	5	6																
7																						
<ul style="list-style-type: none"> • Annual Flu Vaccination Data Reporting for Health Care Personnel: CDC/NHSN encourages that HCP influenza vaccination summary data be updated monthly. However, to meet the minimum data requirements for NHSN participation, CMS only requires one influenza vaccination summary report to be submitted at the conclusion of the measure reporting period (October 1–March 31). 	<p>Reporting period is October 1–March 31. Summary data due by May 15 each year in NHSN Healthcare Personnel Safety (HPS) Component.</p>																					

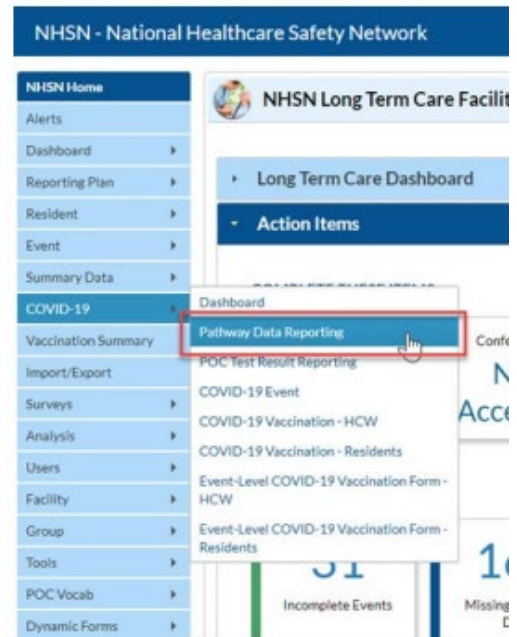
NHSN COVID-19 Pathway Data Reporting

This Pathway Data Reporting module requires users to report COVID-19 staff and resident impact data, including testing data, testing supplies availability, therapeutics, and deaths. Noncompliance related to this pathway data reporting may subject your facility to Civil Monetary Penalties and a violation of F-tag 884 according to QSO-20-26-NH.⁵

Review the following screenshots for the questions listed on the three pathway reporting sections:

- Resident Impact and Facility Impact
- Staff and Personnel Impact

To make corrections to inaccurate submissions, go to Pathway Data Reporting > navigate to the week and date you want to correct > enter correct data > click “SAVE”.



Survival Guide for Mandatory NHSN Reporting for LTCFs

Resident Impact and Facility Capacity

Resident Impact and Facility Capacity	Staff and Personnel Impact
Date Created:	
If the count is zero, a "0" must entered as the response. A blank response is equivalent to missing data. NON-count questions should be answered one calendar day during the reporting week.	
Facility Capacity <input type="text" value="60"/> ALL BEDS <input type="text"/> **CURRENT CENSUS: Total number of beds that are occupied on the reporting calendar day	
Resident Impact for COVID-19 (SARS-CoV-2) <input type="text"/> * POSITIVE TESTS: Enter the Number of residents with a newly positive SARS-CoV-2 viral test result (for example, a positive SARS-CoV-2 antigen test and/or SARS-CoV-2 NAAT (PCR). Note: Do not include residents who have a positive SARS-CoV-2 antigen test, but a negative SARS-CoV-2 NAAT (PCR). <i>Only include residents newly positive since the most recent date data were collected for NHSN reporting.</i>	
Vaccination Status of Residents with a Newly Confirmed SARS-CoV-2 Viral Test Result <div style="text-align: right;">**Up to Date Vaccination Status</div> <p>Up to Date: Include residents with a newly positive SARS-CoV-2 viral test result who are up to date with COVID-19 vaccines 14 days or more before the specimen collection date.</p> <p>Note: Please review the current NHSN surveillance definition of up to date.</p> <p>Not Up to Date: Based on the counts entered for POSITIVE TESTS and UP TO DATE, the count for residents who are NOT considered up to date based on the NHSN Surveillance definition has been calculated here.</p> <p>This count is not editable, to edit please update the count(s) entered for UP TO DATE and/or POSITIVE TESTS.</p>	
Hospitalizations <i>This is not a subset of the "Positive Tests" count reported above. Include only the number of new hospitalizations with a positive COVID-19 test since the most recent date data were reported to NHSN.</i> <p><input type="text"/> *Hospitalizations with a positive COVID-19 Test: Number of residents who have been hospitalized with a positive COVID-19 test. Note: Only include residents who have been hospitalized during this reporting period and had a positive COVID-19 test in the 10 days prior to the hospitalization, date of specimen collection is calendar day 1.</p> <p><input type="text"/> **Hospitalizations with a positive COVID-19 Test and Up to Date: Based on the number reported for "Hospitalizations with a positive COVID-19 Test" indicate the number of residents who were hospitalized with positive COVID-19 test and also up to date with COVID-19 vaccinations at the time of the positive COVID-19 test.</p>	
Deaths <input type="text"/> *TOTAL DEATHS: Number of residents who have died for any reason in the facility or another location. <i>Include only the number of new deaths since the most recent date data were collected for NHSN reporting.</i> <p><input type="text"/> **COVID-19 DEATHS: Based on the number reported for Total Deaths, indicate the number of residents who died from COVID-19 or related complications, either in the facility or another location.</p>	
<input type="button" value="Save"/> <input type="button" value="Cancel"/>	

Survival Guide for Mandatory NHCN Reporting for LTCFs

Staff and Personnel Impact

Resident Impact and Facility Capacity	Staff and Personnel Impact
Date Created:	
<small>Counts should be reported on the correct calendar day and include only new counts for the calendar day (specifically, since counts were last collected). If the count is zero, a "0" must be entered as the response. A blank response is equivalent to missing data. NON-count questions should be answered one calendar day during the reporting week.</small>	
Staff and Personnel Impact	
<input type="text"/>	<p>* POSITIVE TESTS: Enter the number of staff and facility personnel with a newly positive SARS-CoV-2 viral test result (for example, a positive SARS-CoV-2 antigen test and/or SARS-CoV-2 NAAT (PCR)). Note: Exclude staff and facility personnel who have a positive SARS-CoV-2 antigen test, but a negative SARS-CoV-2 NAAT (PCR). <small>Include only staff and facility personnel newly positive since the most recent date data were collected for NHCN reporting</small></p>

NHSN COVID-19 Vaccination Data Reporting

The vaccination data reporting module collects data on the primary vaccine series, boosters, and up-to-date status for residents and HCP in the facility during the week of data collection (Monday–Sunday). This guide will focus on the resident questions.

There are three ways to report COVID-19 vaccinations in NHSN: (1) directly into the COVID-19 vaccination module, (2) through a CSV file upload into the COVID-19 vaccination module, or (3) through the person-level reporting module, which is the recommended route for vaccination entry.

To make corrections to inaccurate submissions, go to Vaccination Summary > return to the week and date you want to correct > delete incorrect response > enter correct number > click “SAVE”.

Refer to *APPENDIX A: COVID-19 Vaccination Overview* for definitions on monovalent and bivalent booster vaccination, up to date vaccination status, and other resources.

NHSN Home
Alerts
Dashboard
Reporting Plan
Resident
Event
Summary Data
COVID-19
Vaccination Summary
Import/Export
Surveys
Analysis
Logout

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

27 February 2023 - 09 April 2023
Record Complete Record Incomplete

Weekly Vaccination Calendar

Week	COVID-19: HCP	COVID-19: Residents
02/27/2023 (Monday) - 03/05/2023 (Sunday)	Record Incomplete	Record Complete
03/06/2023 (Monday) - 03/12/2023 (Sunday)	Record Incomplete	Record Complete

COVID-19 Vaccination Questions for Residents

COVID-19 Vaccine: HCP

COVID-19 Vaccine: Residents

Resident COVID-19 Cumulative Vaccination Summary for Long-Term Care Facilities

Date Created:

*Facility ID: 45188 *Vaccination type: COVID19 Facility CCN #: 999991

*Week of Data Collection: 07/10/2023 - 07/16/2023 *Date Last Modified:

Cumulative Vaccination Coverage

Note: Facilities submit Weekly COVID-19 Vaccination Cumulative Summary data by completing the questions on this form. As of March 28th, 2022 facilities also have the option to use the Person-Level COVID-19 Vaccination Form and select the "view reporting summary and submit" to submit these data. Using the person-level forms is recommended to ensure that individuals who are up to date with COVID-19 vaccination are categorized appropriately according to their vaccination dates.

1. * Number of residents staying in this facility for at least 1 day during the week of data collection

2. * **Cumulative number** of residents in Question #1 who are up to date with COVID-19 vaccines.

Please review the current definition of **up to date**; Key Terms and Up to Date Vaccination.

3. * **Cumulative number** of residents in Question #1 with other conditions:

3.1 * Medical contraindication to COVID-19 vaccine

3.2 * Offered but declined COVID-19 vaccine

3.3 * Unknown/Other COVID-19 vaccination status



Refer to the Instructions for Completion of the Weekly COVID-19 Vaccination Cumulative Summary for Residents of LTCFs for more detail on each question:

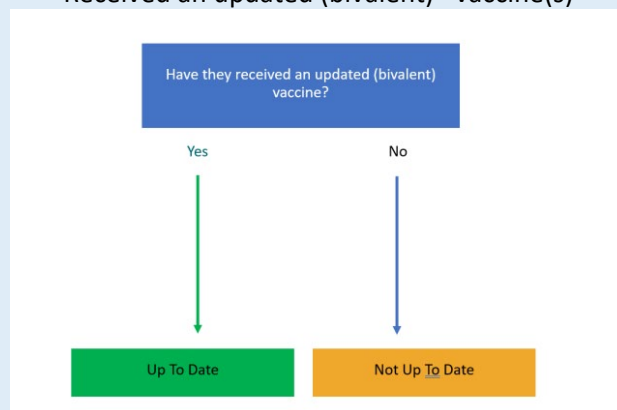
www.cdc.gov/nhsn/forms/instr/COVIDVax.LTC_Residents.TOI_MAY2022-508.pdf

Reminder: When submitting data, enter cumulative (total) vaccine numbers for all residents in the facility during the reporting week, **not** just the new data from the current reporting week.

NHSN Up-to-Date Surveillance Definition

For NHSN surveillance purposes, individuals are considered “up-to-date” with their COVID-19 vaccines if they meet one of the following criteria:

Received an updated (bivalent)* vaccine(s)⁶



COVID-19 Vaccination Modules: Key Terms⁶



Review the NHSN website quarterly to check for NHSN up-to-date definition updates. Use of the person-level reporting is recommended to ensure individuals who are up-to-date with COVID-19 vaccination are categorized and reported appropriately according to their vaccination dates. Refer to the Person-Level Vaccination Reporting section for more information.

Case Example

This small facility is licensed for 24 beds. During this current reporting week, the facility is full (census was 24). Half of the residents are long-term residents (n = 12) and half are short-stay residents (n = 12).

Of the long-term residents:

- 12 have received their primary series and received two or more booster doses.
- 4 of the 12 have received only the bivalent COVID-19 vaccine 6 months ago.
- 1 of the 12 received the 2023–2024 updated COVID-19 vaccine.

Of the short-stay residents:

- 3 of the 12 have declined the COVID-19 vaccine.
- 9 of the 12 have received their primary series.
- 2 of the 12 have received only the bivalent booster 6 months ago.
- 1 of the 12 received the 2023–2024 updated COVID-19 vaccine.

NHSN Resident Vaccination Questions	Calculation Notes	Total
1. Number of residents staying in this facility for at least 1 day during the week of data collection	24	24
2. Cumulative number of residents in question 1 who are up to date with COVID-19 vaccines.	1 long term + 1 short stay = 2	2
3. Cumulative number of residents in question 1 with other conditions:		
3.1 Medical contraindication to COVID-19 vaccine	0	0
3.2 Offered but declined COVID-19 vaccine	22 long term residents declined the bivalent + 10 short term residents declined the bivalent	22
3.3 Unknown COVID-19 vaccination status	0	0

NHSN Case Vaccination Reporting Sample

COVID-19 Vaccine: HCP
COVID-19 Vaccine: Residents

Resident COVID-19 Cumulative Vaccination Summary for Long-Term Care Facilities

Date Created: 09/27/2023 2:39PM
 *Facility ID: 45188 *Vaccination type: COVID19 Facility CCN #: 999991
 *Week of Data Collection: 09/25/2023 - 10/01/2023 *Date Last Modified: 09/28/2023 3:27PM

Cumulative Vaccination Coverage

Note: Facilities submit Weekly COVID-19 Vaccination Cumulative Summary data by completing the questions on this form. As of March 28th, 2022 facilities also have the option to use the Person-Level COVID-19 Vaccination Form and select the "view reporting summary and submit" to submit these data. Using the person-level forms is recommended to ensure that individuals who are up to date with COVID-19 vaccination are categorized appropriately according to their vaccination dates.

1. * Number of residents staying in this facility for at least 1 day during the week of data collection 24

2. * **Cumulative number** of residents in Question #1 who are up to date with COVID-19 vaccines. 2

Please review the current definition of **up to date**: Key Terms and Up to Date Vaccination.

3. * **Cumulative number** of residents in Question #1 with other conditions:

3.1 * Medical contraindication to COVID-19 vaccine 0

3.2 * Offered but declined COVID-19 vaccine 22

3.3 * Unknown/Other COVID-19 vaccination status 0

Adverse Events following COVID-19 Vaccine(s)

Clinically significant adverse events should be reported to the Vaccine Adverse Event Reporting System (VAERS) at <https://vaers.hhs.gov/reportevent.html>. To help identify reports from NHSN sites, please enter your NHSN orgID in Box 26 of the VAERS form.

Clinically significant adverse events include vaccine administration errors and serious adverse events (such as death, life-threatening conditions, or inpatient hospitalization) that occur after vaccination, even if it is not certain that vaccination caused the event.

Other clinically significant adverse events may be described in the provider emergency use authorization (EUA) fact sheets or prescribing information for the COVID-19 vaccine(s). Healthcare providers should comply with VAERS reporting requirements described in EUAs or prescribing information.

By saving these data in NHSN, facilities are agreeing to the following:

1) The data reported are consistent with definitions outlined in NHSN surveillance protocols (including tables of instructions and frequently asked questions).

2) The data will be sent to the Centers for Medicare and Medicaid Services (CMS) to fulfill CMS quality reporting requirements (when applicable).

Save
Cancel

Case Summary

While many of the residents have received their primary series, only 2 have received the 2023–2024 updated COVID-19 vaccine. The 2023–2024 updated COVID-19 vaccine is the most recent COVID-19 vaccine recommended by CDC. In order to be considered up-to-date, an individual must either have received the 2023–2024 updated COVID-19 vaccine or have received the bivalent vaccine less than 2 months prior. The 6 individuals that received the bivalent vaccine, received it more than 2 months prior, so they are not up-to-date. Thus, this facilities’ resident up-to-date rate is only 8 percent and there is much room for improvement.

Resident Up-to-Date Vaccination Rate

Numerator (Q 2): 2
 Denominator (Q 1–
 Q 3.1): 24
 $2/24 = 8\%$



Double check any “0” data submissions, especially on Question 2. Errors reported on those questions will impact resident booster vaccination rate calculations.

Note: There is a variance between how HSAG and CMS Care Compare calculates the resident up-to-date vaccination rate. When HSAG calculates the resident up-to-date vaccination rate, the number of residents with medical contradictions is removed from the denominator.

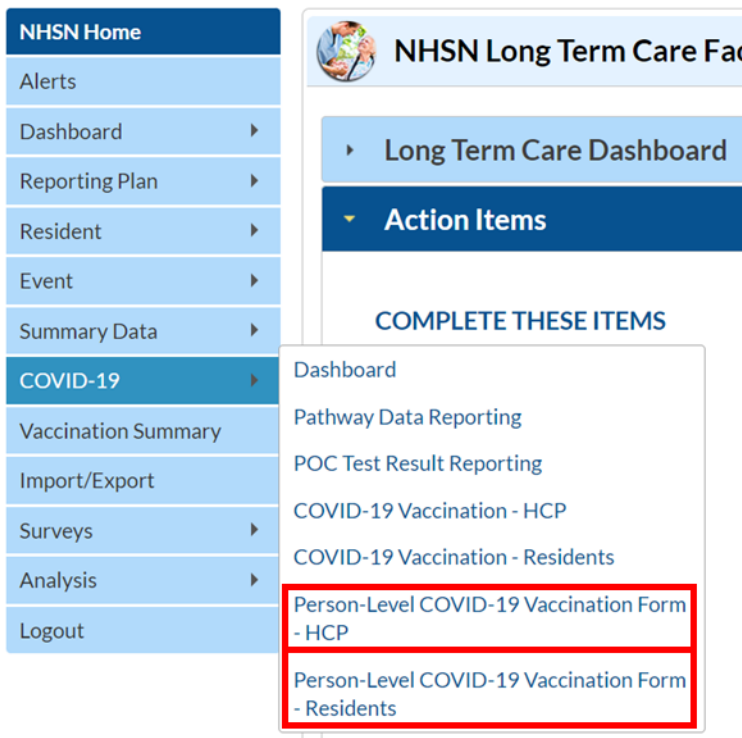
Recommended NHSN Vaccination Reporting Tool

Person-Level Vaccination Reporting

The person-level COVID-19 vaccination form is an optional tool that can be used to report data to the long-term care weekly HCP and resident vaccination modules.⁷ This tool is only available for NHSN users with Level 3 access.

This reporting module in NHSN is meant to assist facilities with the tracking and interpreting resident and staff vaccination data. In this tab, facilities can upload patient and staff vaccination status, which may reduce the amount of interpretation required for NHSN COVID-19 vaccination reporting.

Person-level reporting is the recommended mode of data reporting and tracking in NHSN. This tool tracks resident and staff name, date of birth, gender, ethnicity, race, hiring, admittance, discharge and readmittance dates, as well as type and date of vaccinations received. Using these data, NHSN will automatically calculate and autofill the data required to submit weekly COVID-19 vaccination data, including determining who is up-to-date. Using this tool will organize facility vaccination data, reduce confusion during staff turnover, improve data reporting accuracy, and reduce time in reporting. However, to submit the weekly report through the person-level reporting module, facilities will need to login once a week, review the data, and click “SAVE”.



Survival Guide for Mandatory NHSN Reporting for LTCFs

[Add Row...](#)
[View Reporting Summary & Submit...](#)
[Upload CSV...](#)
[Export CSV...](#)
[Export SQL...](#)

Duplicate Row	Resident Identifier *	Resident First Name *	Resident Last Name *	Gender **	Date of Birth **	Ethnicity **	Race **	Resident Admit Date *	Resid
+	10000000	SIMON	WILLIAMS	Male	01/01/1950	Not Hispanic or Not Lat	Black or African American	03/28/2022	

If these match perfectly to an underlying main resident list record then these will be filled in

COVID-19 Vaccination Cumulative Summary for Long-Term Care Facility Residents

Person-Level Form

Facility ID#: _____

Vaccination type: COVID19

Week of data collection first day (Monday): _____

Week of data collection last day (Sunday): _____

[Re-submit all changed weeks](#)

Cumulative Vaccination Coverage		* All Patients (Total)
1. *Number of residents staying in this facility for at least 1 day during the week of data collection		1
2. *Cumulative number of residents in Question #1 who are up to date with COVID-19 vaccines. Please review the current definition of up to date		1
Please review the current definition of up to date: Key Terms and Up to Date Vaccination.		
3. Cumulative number of residents in Question #1 with other conditions:		
3.1 *Medical contraindication to COVID-19 vaccine		0
3.2 *Offered but declined COVID-19 vaccine		0
3.3 *Unknown/Other COVID-19 vaccination status		0



Refer to the Person-Level Reporting How-To Guide for detailed instructions to use this tool.
www.cdc.gov/nhsn/pdfs/ltc/covidvax/event-qrq-508.pdf

Annual Vaccination Flu Data Reporting

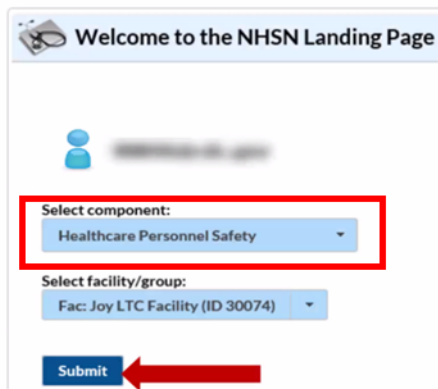
Reporting flu vaccines is not mandated, but it is a new CMS Quality Reporting Payment (QRP) measure and must be completed in NHSN. If a SNF fails to submit the required annual quality data, the SNF will be subject to a 2 percent point reduction in the Annual Payment Update for the applicable performance year.

To properly complete this QRP measure, the influenza vaccination status of all HCP who have worked at the facility for at least one day between the period of October 1 and March 31 must be documented in NHSN on or before May 15. This includes all influenza vaccinations received by staff members on- and off-site of the facility.

These data are to be reported in the HPS component, which must be added by your NHSN facility administrator. The NHSN facility administrator must have Level 3 access in NHSN to add this HPS component. Once added, you can access this component on your NHSN home landing page.

To access the annual influenza report, on your landing page, switch the component to Healthcare Personnel Safety > Vaccination Summary > Annual Vaccination Flu Summary.

NHSN Landing Page



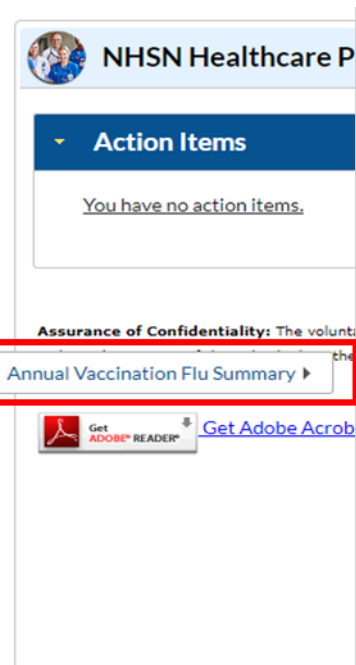
Welcome to the NHSN Landing Page

Select component:
Healthcare Personnel Safety

Select facility/group:
Fac: Joy LTC Facility (ID 30074)

Submit

- NHSN Home
- Alerts
- Reporting Plan
- HCW
- Lab Test
- Exposure
- Prophy/Treat
- Import/Export
- Vaccination Summary
- Surveys
- Analysis
- Users
- Facility
- Group
- Logout



NHSN Healthcare P

Action Items

You have no action items.

Assurance of Confidentiality: The volunt

Annual Vaccination Flu Summary

Get Adobe Reader

Get Adobe Acrobat

Survival Guide for Mandatory NHSN Reporting for LTCFs

Date Last Modified:

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"/>



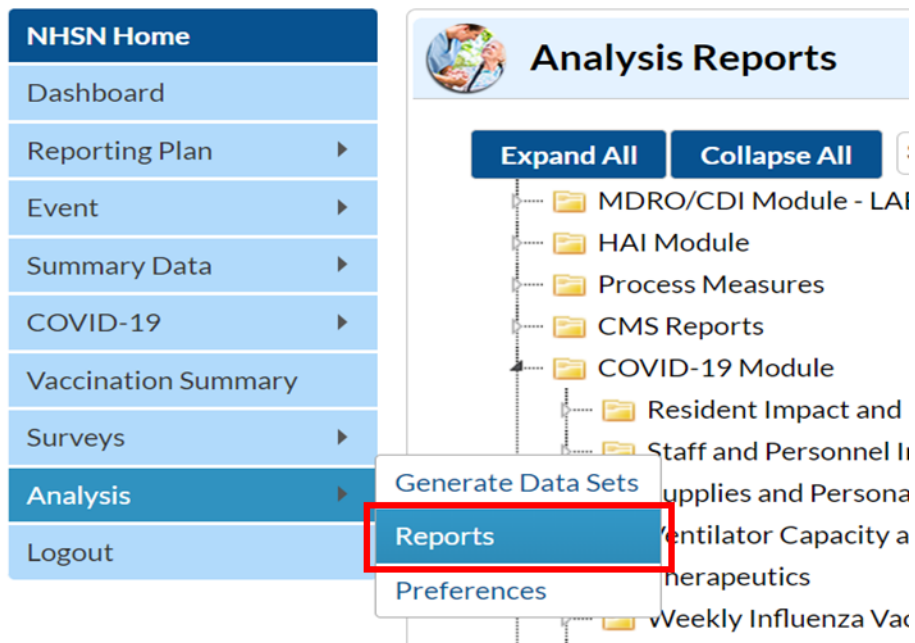
Refer to the CDC Reporting Weekly Influenza Vaccination Data for additional reporting guidance.
www.cdc.gov/nhsn/pdfs/training/hcp/weekly-fluvax-training-508.pdf

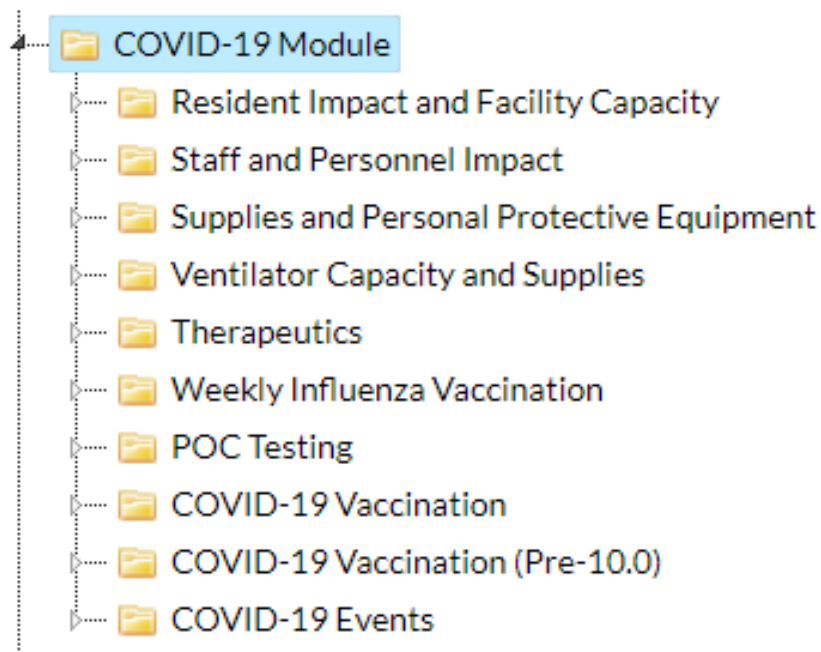
Refer to APPENDIX C Annual Influenza Reporting for guidance on adding the NHSN HPS component.

Running Reports

As an NHSN user, you can mass-analyze all the data you have been reporting to NHSN. Running reports allows you to analyze and sort your data. Running reports can also help facilities identify if they have any missed weeks of data reporting. This is a helpful tool to use if you are reviewing your data to meet QRP deadlines. When you run these reports, you have the option of downloading them as a CSV file so you can access them as a spreadsheet to analyze and sort the data.

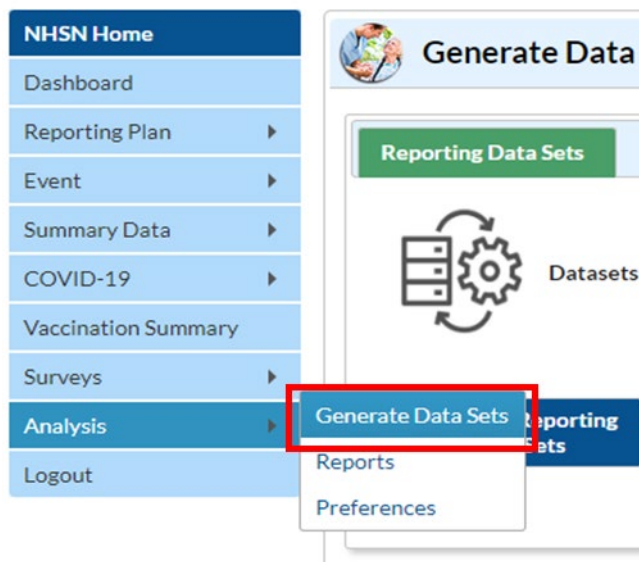
To run and analyze reports, go to Analysis > Reports > access the report you are interested in running.





It is important to generate new data sets every new week you are running your data report. Generating new data sets will update your reports with the newest data available in NHSN.

To generate new data sets, go to Analysis > Generate Data Sets > click Generate Data Sets > select 'OK' on the pop-up screen > wait until data sets have been generated.




Survival Guide for Mandatory NHSN Reporting for LTCFs

NHSN Home

- Dashboard
- Reporting Plan ▶
- Event ▶
- Summary Data ▶
- COVID-19 ▶
- Vaccination Summary
- Surveys ▶
- Analysis ▶
- Logout

Generate Data Sets (Long Term Care Facility)

Reporting Data Sets

 Datasets will be generated to include all data from enrollment forward

Generate Reporting Data Sets Last Generated: March 2, 2023 11:47 AM to include all data

Warning

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

OK **Cancel**

APPENDIX A: COVID-19 Vaccination Overview

COVID-19 vaccinations have proven to be effective, safe, and help to prevent severe illness, hospitalizations, and death from COVID-19.⁸ Vaccines authorized by the U.S. Food and Drug Administration currently include: Pfizer-BioNTech and Moderna COVID-19 vaccines which are mRNA vaccines and Novavax COVID-19 vaccine which is a protein subunit vaccine.* As of May 6, 2023, J&J/Janssen COVID-19 vaccine has been expired and is no longer available for use in the United States.

2023–2024 Updated COVID-19 Vaccine

The 2023–2024 updated COVID-19 vaccine more closely targets the XBB lineage of the Omicron variant and could restore protection against severe COVID-19 that may have decreased over time. As of September 12, 2023, the 2023–2024 updated Pfizer-BioNTech and Moderna COVID-19 vaccines were recommended by CDC for use in the United States.¹¹

2023–2023 Bivalent Vaccines

The 2022–2023 bivalent vaccines were designed to protect against both the original virus that causes COVID-19 and the Omicron variants BA.4 and BA.5. Two COVID-19 vaccine manufacturers, Pfizer-BioNTech and Moderna, had developed bivalent COVID-19 vaccines. As of September 11, 2023, the bivalent Pfizer-BioNTech and Moderna COVID-19 vaccines are no longer available for use in the United States.¹¹

Original Vaccines

Previous COVID-19 vaccines were called “original” because they were designed to protect against the original virus that causes COVID-19. As of April 18, 2023, the original Pfizer-BioNTech and Moderna COVID-19 vaccines are no longer available for use in the United States. As of May 6, 2023, J&J/Janssen COVID-19 vaccine is no longer available for use in the United States.¹¹

Staying Up-to-Date

The CDC recommends that for individuals to maintain their protection from COVID-19 infection, they should stay current with eligible COVID-19 vaccinations. Everyone aged 5 years and older should get 1 dose of an updated COVID-19 vaccine regardless of whether they’ve received any original COVID-19 vaccines to protect against serious illness from COVID-19.

Individuals are considered up-to-date with their COVID-19 vaccines during the surveillance period of September 25, 2023, through December 31, 2023, for the purpose of NHSN surveillance if they meet (1) of the following criteria*:

- Received a 2023–2024 updated COVID-19 vaccine.*
or
- Received a bivalent COVID-19 vaccine** within the last 2 months.

*As of September 12, 2023, the 2023–2024 updated Pfizer-BioNTech and Moderna COVID-19 vaccines were recommended by CDC for use in the United States. The 2023–2024 updated COVID-19 vaccine more closely targets the XBB lineage of the Omicron variant and could restore protection against severe COVID-19 that may have decreased over time. Individuals are also considered up-to-date if they received a bivalent vaccine or a

Novavax vaccine within the last 2 months, or if they received a Novavax vaccine after completing a primary series. Please see stay up-to-date with COVID-19 vaccines for further details.

**As of September 12, 2023, the bivalent COVID-19 vaccines are no longer FDA-authorized.

Misunderstanding COVID-19 reporting requirements and vaccine up-to-date definitions can lead to CMS fines and inaccurately reported public data. See below example with decision tree diagram regarding up-to-date vaccination status.⁹

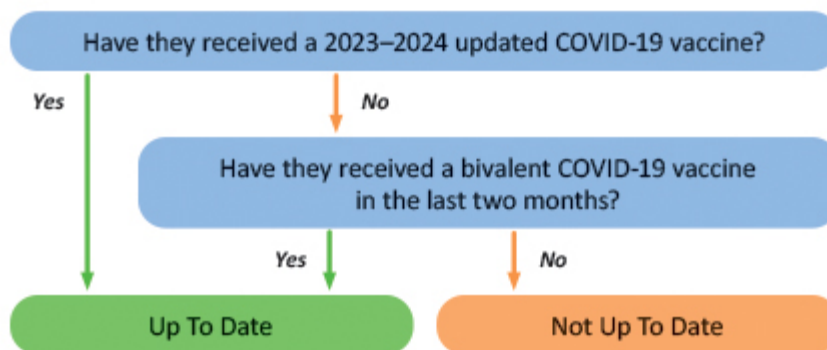
Case Example

- Mary received 2 doses of Moderna COVID-19 booster vaccine.
- Mary received a first booster dose of the monovalent Moderna COVID-19 vaccine in 2021.
- Mary received a second booster dose of the monovalent Moderna COVID-19 vaccine 4 months later.
- Mary received a bivalent booster in February of 2023.

Mary has completed her primary series and received a bivalent booster, is she “up-to-date” with her COVID-19 vaccinations?

No, Mary is not up-to-date since it has been more than 2 months since bivalent booster. She is eligible to receive the 2023–2024 COVID-19 vaccination that was recommended for people 12 years and older in September 2023.

How does NHSN define up to date on vaccines?



HSAG NHSN COVID-19 Data Reporting Assistance for Nursing Homes⁶



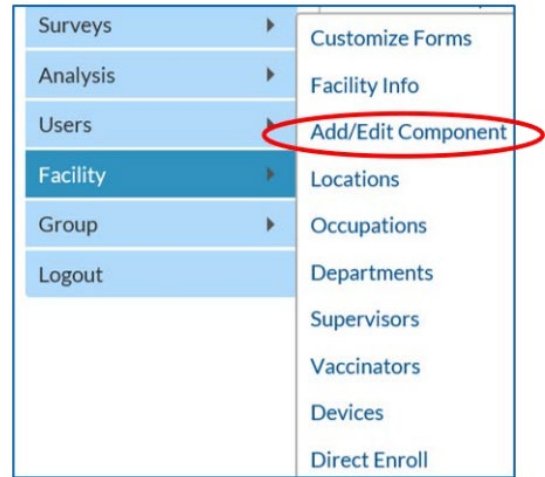
Follow the CDC Interim Clinical Considerations for People Ages 12 years and Older, Tables 1 and 2 (May 2023). www.cdc.gov/vaccines/covid-19/clinical-considerations/interim-considerations-us.html#not-immunocompromised

APPENDIX B: Influenza Reporting

Follow these instructions to activate the HPS component in NHSN (this only needs to be completed once). The NHSN facility administrator is the only eligible person to activate the HPS component for QRP reporting. The NHSN facility administrator must have level 3 access in order to add this HPS component.

To activate the HPS component:

1. On the left-hand panel, select Facility, then select Add/Edit Component.



2. Check the box next to HPS.

Components Followed

Follow/ Followed	Component	Activated	Deactivated	Agreement Accepted	View Agreement
<input type="checkbox"/>	Biovigilance				
<input type="checkbox"/>	Dialysis				
<input checked="" type="checkbox"/>	Healthcare Personnel Safety	09/30/2022		Y	View Agreement
<input checked="" type="checkbox"/>	Long Term Care Facility	05/08/2020		Y	View Agreement
<input type="checkbox"/>	Neonatal				
<input type="checkbox"/>	Outpatient Procedure				
<input type="checkbox"/>	Patient Safety				

3. An alert will appear stating that you need to assign a primary contact. HSAG recommends assigning yourself as the HPS Primary Contact. There should be an option for existing users at the top of the contact information. Once you save the contact information, click on Update at the bottom of the screen.

Contact Information

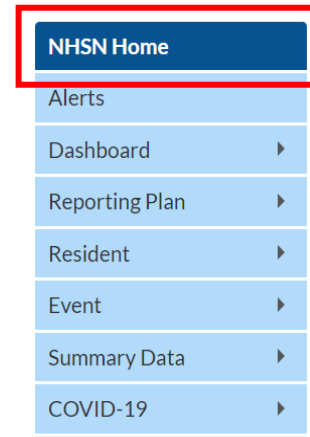
Contact Type	
Edit	Facility Administrator
Edit	Long Term Care Facility Primary Contact
Edit	Healthcare Personnel Primary Contact

The box next to “Healthcare Personnel Safety” must be checked after updating the contact. If not, check it again and then click on update.

Survival Guide for Mandatory NHSN Reporting for LTCFs

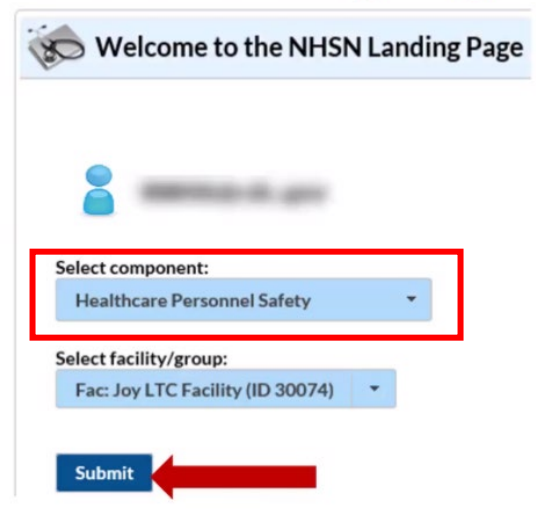
To access the HPS component:

1. Click on NHSN Home.



2. On the landing page, use the dropdown under Select Component and choose Healthcare Personnel Safety. Make sure your facility is selected, then click on Submit.
3. Accept the Terms of Use Agreement. **Tip: Scroll down and to the right to check the box to accept.**

NHSN Landing Page



APPENDIX C: Quality Tips and Resources



Review, print, and use the Summary of NHSN COVID-19 Reporting Requirements to improve reporting adherence.

NHSN Reporting Description	NHSN Deadline																					
<ul style="list-style-type: none"> COVID-19 Pathway Data Reporting: Only new data should be reported representing the time since the last report date. <ol style="list-style-type: none"> Resident Impact and Facility Capacity Staff and Personnel Impact COVID-19 Vaccination Data Reporting: Cumulative data should be reported every week for all residents and staff that were in your facility for the week of data collection. <ol style="list-style-type: none"> LTCF Residents LTCF HCP <p>Use the recommended Person-Level Vaccination Reporting Tool to standardize and simplify data monitoring and tracking.</p>	<p>Reporting week is Monday through Sunday. Data must be submitted into NHSN once every reporting week. Report consistently each week.</p> <p>Report once every week before Sunday at 11:59 p.m. (EST).</p> <table border="1" data-bbox="906 821 1463 1077"> <thead> <tr> <th>S</th> <th>M</th> <th>T</th> <th>W</th> <th>Th</th> <th>F</th> <th>S</th> </tr> </thead> <tbody> <tr> <td></td> <td>1</td> <td>2</td> <td>3</td> <td>4</td> <td>5</td> <td>6</td> </tr> <tr> <td>7</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	S	M	T	W	Th	F	S		1	2	3	4	5	6	7						
S	M	T	W	Th	F	S																
	1	2	3	4	5	6																
7																						
<ul style="list-style-type: none"> Annual Flu Vaccination Data Reporting for HCP: CDC/NHSN encourages that HCP influenza vaccination summary data be updated monthly. However, to meet the minimum data requirements for NHSN participation, CMS only requires one influenza vaccination summary report to be submitted at the conclusion of the measure reporting period (October 1–March 31). 	<p>Reporting period is October 1–March 31. Summary data due by May 15 each year in NHSN HPS Component.</p>																					



Check the NHSN website on a quarterly basis to monitor definition changes of up-to-date vaccination status. COVID-19 Vaccination Modules: Understanding Key Terms and Up-to-Date Vaccination: www.cdc.gov/nhsn/pdfs/hps/covidvax/UpToDateGuidance-508.pdf



Use Person-Level Vaccination Reporting to organize facility vaccination data, reduce confusion during staff turnover, improve data reporting accuracy, and reduce time on reporting. How-To Guide: www.cdc.gov/nhsn/pdfs/ltc/covidvax/event-qrg-508.pdf



When submitting data, enter cumulative (total) vaccine numbers for all residents in the facility during the reporting week, not just the new data from the current reporting week.



Refer to the CDC COVID-19 Vaccination Schedules for current vaccination recommendations. Guidance is available for people ages 12 years and older (people who are and are not moderately or severely immunocompromised).

Key NHSN Resources

LTCF NHSN Frequently Asked Questions, Scenarios, and Important Links

www.hsag.com/globalassets/12sow/nhsn/nhsnimportantlinksfags2022final.pdf

Instructions for Completion of the Weekly COVID-19 Vaccination Cumulative Summary for Residents of LTCFs

www.cdc.gov/nhsn/forms/instr/COVIDVax.LTC_Residents.TOI_MAY2022-508.pdf

Person-Level Reporting How-to Guide

www.cdc.gov/nhsn/pdfs/ltc/covidvax/event-qrg-508.pdf

CDC Interim Clinical Considerations for Use of COVID-19 Vaccines Currently Authorized in the United States

www.cdc.gov/vaccines/covid-19/clinical-considerations/interim-considerations-us.html#not-immunocompromised

CDC Reporting Weekly Influenza Vaccination Data

www.cdc.gov/nhsn/pdfs/training/hcp/weekly-fluvax-training-508.pdf

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This material was prepared by Health Services Advisory Group (HSAG), a Quality Innovation Network-Quality Improvement Organization (QIN-QIO) under contract with the Centers for Medicare & Medicaid Services (CMS), an agency of the U.S. Department of Health and Human Services (HHS). Views expressed in this material do not necessarily reflect the official views or policy of CMS or HHS, and any reference to a specific product or entity herein does not constitute endorsement of that product or entity by CMS or HHS.
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