



Full-Speed Ahead! COVID-19 Vaccine Booster Program: NHSN Updates to Vaccine Tracking

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Today's Quickinar Objectives



Discuss common reporting barriers seen among HSAG cohort nursing homes.



Review Event-Level COVID-19 Vaccination Form.



Demonstrate how to upload the current NHSN data tracking worksheets.

HSAG | Quickinar Recordings On-Demand

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Vaccine Resources

Full Speed Ahead! COVID-19 Vaccine Booster Program

Access program materials, resources, and register for the upcoming quickinars and office hours series.

Learn More

COVID-19

- COVID-19 Events
- Long-Term Care Facilities
- Contact Us
- Vaccine Resources
- Telehealth Resources

Full Speed Ahead!

- Full Speed Ahead! COVID-19 Vaccine Booster Program
- Full Speed Ahead! COVID-19 Vaccination Recognition Program
- Full Speed Ahead! COVID-19 Vaccination Recognition Program
- Full Speed Ahead! COVID-19 Vaccine Booster Program

Past Topics Covered

- Week 1: Campaign Kickoff
- Week 2: The Action Plan
- Week 3: Onsite Clinics
- Week 4: Vaccinators
- Week 5: Messaging
- Week 6: Marketing
- Week 7: Goal Review
- Week 8: NHSN
- Week 9: Monitoring Data
- Week 10: Short-Stay Issues
- Week 11: Overcoming Barriers

Quickinars
Extended
Through April!

COVID-19 Vaccination Reporting Insights

Timely and **Accurate** NHSN Reporting Takes:

- Proficient data collection process
- Ownership of reporting responsibilities
- Leadership collaboration and backup reporting plan

What are the **Benefits**?

- Awareness of continued protection
- Avoid penalties
- Survey preparedness





Overview of the Event-Level COVID-19 Vaccination Form

Event-Level Vaccination Forms

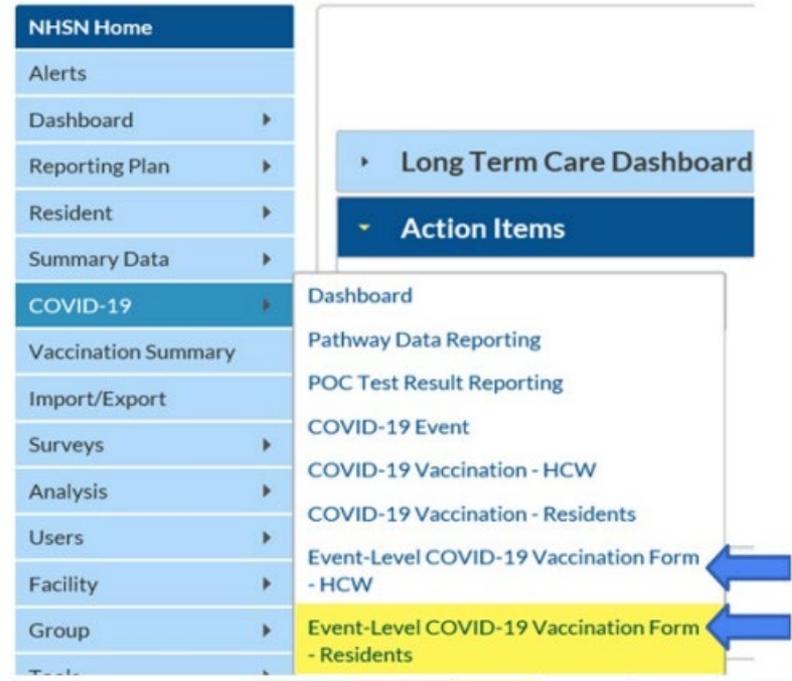
- Manage person-level vaccination data directly in NHSN
- Simplify summarizing data for weekly COVID-19 Vaccination Modules
 - The form calculates the cumulative totals for the weekly reporting
- These forms allow users to record religious exemptions to COVID-19 vaccination.
- The NHSN Excel Data Tracking Worksheets will be retired in May 2022

Weekly COVID-19 Vaccination Cumulative Summary for Residents of Long-Term Care Facilities TRACKING WORKSHEET						*Facility ID#:	99999		
						Vaccination type:	COVID_19		
						*First day of Reporting Week (Monday):	8/16/2021		
						Last day of the reporting week (Sunday):	8/22/2021		
*Resident Admit Date	Resident Discharge Date	Resident Name (Enter name)	Last Name (Enter name)	Resident First Name (Enter name)	Unique Patient Identifier	*Vaccinated with Dose 1 (Enter date of vaccination 1)	*Dose 1 Vaccine Manufacturer Name (choose from drop-down)	*Vaccinated with Dose 2 (Enter date of vaccination 2)	*Dose 2 Vaccine Manufacturer Name (choose from drop-down)

READ THIS - Instructions TrackingWorksheet ReportingSummary + <

Entering Data

- Select the “COVID19” tab on left-hand navigation tool bar
- Select either of the event level options



Note: SAMS Level 3 access is required to complete reporting using the Event-Level COVID-19 Vaccination Forms. To request SAMS Level 3 access, please contact swilliams1@hsag.com

Entering Data (Cont.)

Select “Add Row” to begin entering individuals’ COVID-19 vaccination status data

1. Enter the required fields and vaccination status for each individual
2. Click outside of the cell last edited before saving or submitting
3. Click save row
4. Continue adding individuals using the + Add Row button

The screenshot displays the 'Event-Level COVID-19 Vaccination Form - Residents' interface. On the left is a navigation sidebar with options: NHSN Home, Alerts, Dashboard, Reporting Plan, Resident, Summary Data, COVID-19, Vaccination Summary, Import/Export, Surveys, and Analysis. The main content area features a header with a globe icon and the title 'Event-Level COVID-19 Vaccination Form - Residents'. Below the header are several buttons: '+ Add Row...' (highlighted with a yellow circle and '1'), 'View Reporting Summary & Submit...', 'Upload CSV...', 'Export CSV...', and 'Export SQL...'. A table is present with the following columns: Resident identifier (marked with a red asterisk), Resident Admit Date (marked with a red asterisk), Resident Discharge Date, Resident First Name (marked with a red asterisk), Resident Last Name (marked with a red asterisk), and Dose 1 vaccination date (marked with two red asterisks). A yellow circle with '2' is placed over the first cell of the first row. Below the table are 'Save Row' and 'Cancel' buttons, with a yellow circle and '3' over the 'Save Row' button. At the bottom, a legend states: 'Required fields marked with *' and 'Conditionally required fields marked with **'.

Reporting Summary and Submitting Data

- After all data have been entered, click “View Reporting Summary & Submit...”



The screenshot shows a software interface with a toolbar at the top containing five buttons: "Add Row...", "View Reporting Summary & Submit..." (highlighted with a red box), "Upload CSV...", "Export CSV...", and "Export SQL...". Below the toolbar is a table with a blue header and green rows. The header includes a legend: "Required fields marked with *" and "Conditionally required fields marked with **". The table columns are: Resident Identifier (*), Resident Admit Date (*), Resident Discharge Date, Resident First Name (*), Resident Last Name (*), and Dose 1 vaccination date (**). The table contains six rows of data, all highlighted in green.

	Resident Identifier *	Resident Admit Date *	Resident Discharge Date	Resident First Name *	Resident Last Name *	Dose 1 vaccination date **
+	1	07/01/2018	B	Alpha		12/28/2020
+	2	07/01/2018	C	Bravo		01/22/2021
+	3	08/25/2018	D	Charlie		02/28/2021
+	4	08/26/2018	E	Delta		03/18/2021
+	5	09/02/2019	F	Echo		04/02/2021
+	6	09/05/2019	G	Foxtrot		04/02/2021

Note: Green Row = modified data that have not yet been submitted to the weekly summary form for all applicable weeks

Reporting Summary & Submitting Data (Cont.)

- Review the totals for that week to make sure they are correct
- Select “Save and Submit Data” to submit to the weekly summary form

View Reporting Summary & Submit...

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

Facility ID#	11063
Vaccination type	COVID-19
Week of data collection first day (Monday)	3/7/2022
Week of data collection last day (Sunday)	03/13/2022

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	13
2. *Cumulative number of residents in Question #1 who have received COVID-19 vaccine(s) at this facility or elsewhere:	
2.1. Only dose 1 of Pfizer-BioNTech COVID-19 vaccine	3
2.2. Dose 1 and dose 2 of Pfizer-BioNTech COVID-19 vaccine	2
2.3. One dose 1 of Moderna COVID-19 vaccine	0
2.4. Dose 1 and dose 2 of Moderna COVID-19 vaccine	2
2.5. One dose of Janssen COVID-19 vaccine	0
2.99. Complete COVID-19 vaccination series: Unspecified Manufacturer	1
*Any completed primary COVID-19 vaccine series	6
3. Cumulative number of residents in Question #1 with other conditions:	
3.1. *Medical contraindication or exclusion to COVID-19 vaccine	3
3.2. *Offered but declined COVID-19 vaccine	1
3.3. *Unknown COVID-19 vaccination status	0
4. *Cumulative number of residents in Question #2 who have received an additional dose of COVID-19 vaccine since 07/19/2021:	
4.1. *Additional dose of Pfizer-BioNTech COVID-19 vaccine	4
4.2. *Additional dose of Moderna COVID-19 vaccine	1
4.3. *Additional dose of Janssen COVID-19 vaccine	0
4.4. Additional dose of unspecified manufacturer	0
*Any Additional dose or booster of COVID-19 vaccine series	5

COVID-19 Vaccine(s) Supply

5. *For the current reporting week, assess describe the availability of COVID-19 vaccine(s) for your facility's residents:

5.1. Is your facility enrolled as a COVID-19 vaccination provider?

5.2. Did your facility have a sufficient supply of COVID-19 vaccine(s) to offer all residents the opportunity to receive COVID-19 vaccine(s) from your facility in the current reporting week?

5.3. Did your facility have other arrangements sufficient to offer all residents the opportunity to receive COVID-19 vaccine(s) in the current reporting week (examples of other arrangements include referring to the health department or pharmacies for vaccination)?

5.4. Please describe any other COVID-19 vaccination supply-related issues at your facility.

Alert: Successfully saved. OK

Save and Submit Data Done

Review Totals Here

Check Saved Data

- Always check the calendar view to confirm that the weekly data have saved.

NHSN Home

- Alerts
- Dashboard ▶
- Reporting Plan ▶
- Resident ▶
- Summary Data ▶
- COVID-19 ▶
- Vaccination Summary**
- Import/Export
- Surveys ▶
- Analysis ▶
- Users ▶
- Facility ▶

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 if you are not sure they are the result of vaccination, at <https://vaers.hhs.gov/reportevent.html>.

◀ ▶ 28 February 2022 - 10 April 2022 Record Complete Record Incomplete

Weekly Vaccination Calendar

03/07/2022 (Monday) - 03/13/2022 (Sunday)

- COVID-19: HCW
- COVID-19: Residents



Uploading Your Current Excel Data Tracking Worksheet to the NHSN Event-Level Vaccination Form

Data Tracking Worksheets

- The NHSN Data Tracking Worksheets will be retired in May 2022
- Complete a **one-time** upload of the Excel Data Tracking Worksheet to the NHSN Event-Level COVID-19 Vaccination Forms

Weekly COVID-19 Vaccination Cumulative Summary for Residents of Long-Term Care Facilities TRACKING WORKSHEET					*Facility ID#:	99999		
					Vaccination type:	COVID_19		
					*First day of Reporting Week (Monday):	8/16/2021		
					Last day of the reporting week (Sunday):	8/22/2021		
*Resident Admit Date	Resident Discharge Date	Resident Last Name (Enter name)	Resident First Name (Enter name)	Unique Patient Identifier	*Vaccinated with Dose 1 (Enter date of vaccination 1)	*Dose 1 Vaccine Manufacturer Name (choose from drop-down)	*Vaccinated with Dose 2 (Enter date of vaccination 2)	*Dose 2 Vaccine Manufacturer Name (choose from drop-down)

[READ THIS - Instructions](#)
[TrackingWorksheet](#)
[ReportingSummary](#)

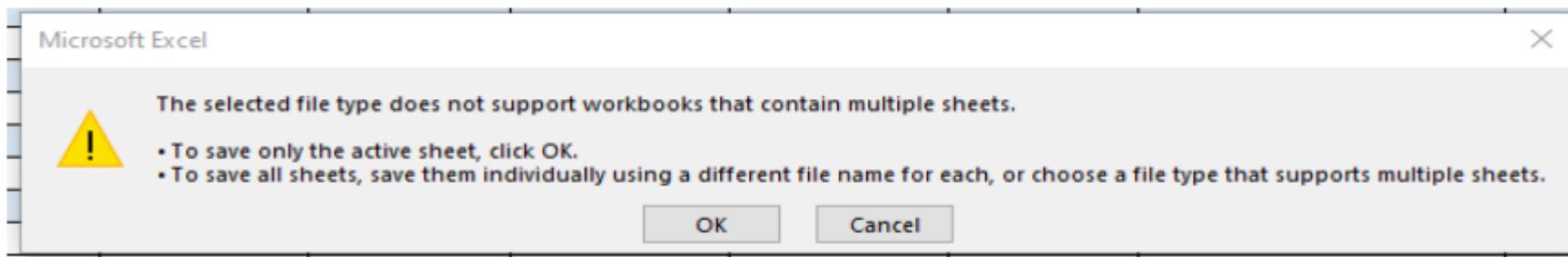
Preparing the Excel Data Tracking Worksheet

- Make sure you are on the tab called “TrackingWorksheet”
- Ensure your data in Excel are up to date
- Select the most recent week with updated data from the reporting week drop down

Weekly COVID-19 Vaccination Cumulative Summary for Residents of Long-Term Care Facilities TRACKING WORKSHEET					*Facility ID#:	1111	Enter your Facility ID Here					
					Vaccination type:	COVID_19						
					*First day of Reporting Week (Monday):	3/7/2022	Select the Monday of the start of the week you are reporting					
					Last day of the reporting week (Sunday):	3/13/2022	Last day of the reporting week automatically populated					
*Resident Admit Date	Resident Discharge Date	Resident Last Name (Enter name)	Resident First Name (Enter name)	Unique Patient Identifier	*Vaccinated with Dose 1 (Enter date of vaccination 1)	*Dose 1 Vaccine Manufacturer Name (choose from drop-down)	*Vaccinated with Dose 2 (Enter date of vaccination 2)	*Dose 2 Vaccine Manufacturer Name (choose from drop-down)	Is Vaccination Series Complete? (Please Enter YES/NO for Red Cells)	*Contraindication or Exclusion Noted (Enter date of Contra-Indication)	*Declined COVID Vaccine (Enter date of Declination)	Addit Dose Date:
7/1/2019		Test 1	Patient	1	12/28/2020	Moderna	1/16/2021	Moderna	YES			
8/12/2019		Test 2	Patient	2	1/15/2021	Janssen						
12/20/2020		Test 3	Patient	3	1/15/2021	Pfizer_BioNTech	2/12/2021	Pfizer_BioNTech				

Saving the Excel Data Tracking Worksheet as a CSV file

- Click File
- Click “Save as” or “Save a Copy”
- Select the file type of “CSV UTF-8 (Comma delimited) or CSV (Comma delimited)”
- Click “Save”
- The box below will appear. Click OK



.CSV File Upload

1. Click 'Upload CSV'
2. Click 'Browse' to locate the saved file
3. Once the selected file is visible in the Browse box, you will then click the 'Upload CSV' button

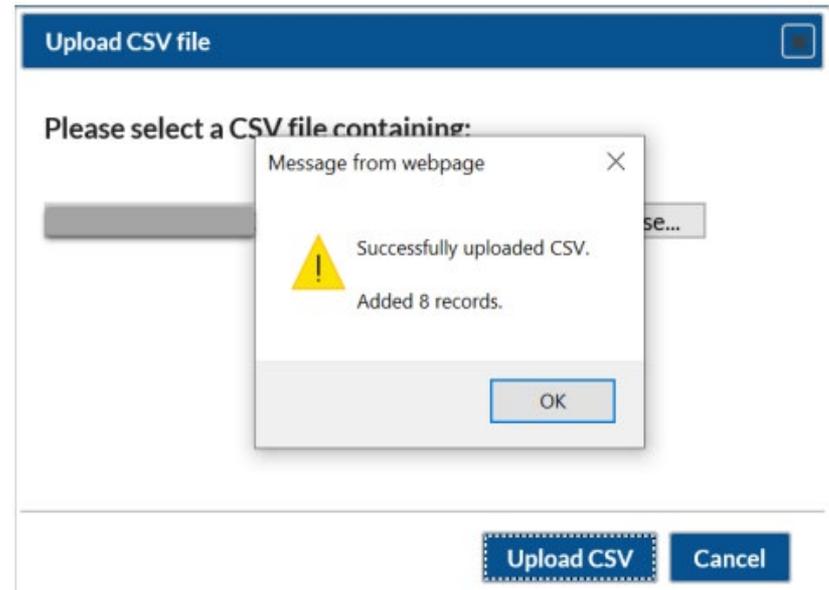
The screenshot displays the 'Event-Level COVID-19 Vaccination Form - Residents' interface. At the top, there are navigation buttons: 'Add Row...', 'View Reporting Summary & Submit...', 'Upload CSV...', 'Export CSV...', and 'Export SQL...'. The 'Upload CSV...' button is highlighted with a yellow box and a '1' in a yellow circle. Below this, a table lists resident data with columns for 'Resident Identifier' and 'Resident Adm Date'. The table contains the following data:

	Resident Identifier *	Resident Adm Date *
+	1234	01/05/2022
+	2345	04/17/2021
+	2345	03/21/2022
+	3456	03/02/2022
+	4567	01/07/2022
+	5678	01/07/2022
+	6789	01/05/2022

Below the table, a modal window titled 'Upload CSV file' is open. It contains the text 'Please select a CSV file containing:' followed by a 'Browse...' button, which is highlighted with a yellow box and a '2' in a yellow circle. At the bottom of the modal, there are 'Upload CSV' and 'Cancel' buttons, with the 'Upload CSV' button highlighted by a yellow box and a '3' in a yellow circle.

.CSV File Upload (Cont.)

4. A message will appear indicating that your .CSV file has been successfully uploaded
5. Click “OK” to continue
6. Click view reporting summary & submit
7. Submit for all weeks of interest



Check Saved Data

- Always check the calendar view to confirm that the weekly data have saved

The screenshot displays the NHSN Vaccination Summary Data interface. On the left is a navigation menu with 'Vaccination Summary' highlighted. The main content area is titled 'Vaccination Summary Data' and includes a calendar view for the period '28 February 2022 - 10 April 2022'. A legend indicates 'Record Complete' (dark green) and 'Record Incomplete' (light yellow). Below the calendar, the date range '03/07/2022 (Monday) - 03/13/2022 (Sunday)' is shown, with two rows: 'COVID-19: HCW' and 'COVID-19: Residents'. A yellow arrow points to the 'COVID-19: Residents' row.

Resources

- [HSAG Full Speed Ahead! COVID-19 Vaccine Booster Program](#)
- [NHSN Weekly HCP & Resident COVID-19 Vaccination](#)
 - [NHSN Event-Level COVID-19 Vaccination Forms](#)
 - [Event Level Vaccination Form Quick Reference Guide](#)



This Week's Action Item

Try to use the event-level COVID-19 vaccination form



Next Week's Topic: Motivational Interviewing



Friday, April 15

11:30 a.m. PT

Register Here:

<https://bit.ly/FullSpeedAheadBoosterProgram>



Thank you!

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Simi Williams | Email for NHSN questions!

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Full-Speed Ahead!
Booster Program Office Hours



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