Guidance on Tracking and Reporting Health Care Personnel Seasonal Influenza Vaccination 2015 - 2016

For the last 6 years IHS has engaged in the Health and Human Services initiative to promote vaccination of health care personnel (HCP) with seasonal influenza vaccine, tracking influenza vaccine coverage among HCP employed in IHS, Tribal and Urban Indian facilities. For the 2014-2015 influenza season, we collected data on the seasonal vaccine coverage for 31,033 HCP and achieved a 71.8% coverage level. The full report on IHS HCP influenza vaccine coverage can be found at: http://www.ihs.gov/epi/index.cfm?module=epi_vaccine_reports

This year we will again be tracking seasonal influenza vaccine coverage among HCP. IHS has adopted the National Quality Forum (NQF) Healthcare Personnel influenza vaccination measure and reporting process. The Centers for Medicare and Medicaid Services (CMS) has adopted this measure, and a subset of CMS sites (IPPS hospitals) will be required to report using this new measure starting in January 2013. CMS plans to expand this reporting requirement to other types of facilities, including outpatient ambulatory facilities, in the future.

For the purposes of this initiative, HCP is defined as **anyone who has been physically present in the facility for at least 1 working day between October 1 and March 31**, including those who do not have direct patient contact. This includes security, housekeeping, CHRs, medical records clerks, administrative staff, etc. The personnel groups are broken into 4 different categories and data are collected separately on each group (see sample reporting form). Each facility will be asked to provide the total number of HCP in their facility by group, and how many were vaccinated, refused vaccination or had medical contraindications for seasonal influenza vaccine. In addition, we will be asking three questions related to methods used for tracking, vaccine supply, and reasons for refusal.

Below is an example of the information we will be requesting from each facility. The 1st report will be **DUE ON JANUARY 22nd, 2016,** and should reflect influenza vaccines given through December 31, 2015. A second report to capture vaccines given through March 31st, 2016 will be **DUE ON APRIL 22nd, 2016.** The web-based reporting module in the National Immunization Reporting System (NIRS) will be used to submit the data. Information on accessing the NIRS system can be found at the following website under the heading IHS Immunization Software Resources: http://www.ihs.gov/epi/index.cfm?module=epi_vaccine_resources

We have also developed an Excel spreadsheet to assist sites in tracking influenza coverage. There are 2 worksheets – the TRACKING worksheet can be used by the facility to enter employee names and document receipt, refusal or a medical contraindication for the vaccine. This worksheet should NOT be sent for reporting – it is a tool for on-site tracking. At the end of the reporting period, enter the TOTAL number of responses for each category on the 2nd worksheet, entitled “Report Form”. You can then enter these data directly into NIRS or send it to your Area Influenza Coordinator.

Thanks for your support for this initiative – we welcome your feedback and thoughts on how to assist you with this initiative to make it even more successful than last year!

Sample Reporting Form

Instructions:
Please enter information regarding the SEASONAL influenza vaccination status of all your HCP. Please include HCP who may have received vaccine at other locations in your counts.

HCP Categories	Employee HCP	Non-Employee HCP			Total 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					0
2. Number of HCP who received an influenza vaccine at this healthcare facility since influenza vaccine became available this season					0
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					0
4. Number of HCP who have a medical contraindication to the influenza vaccine					0
5. Number of HCP who declined to receive the influenza vaccine					0
6. Number of HCP with unknown vaccination status (or criteria not met for questions 2-5 above)					0

Additional Questions:
To better help us with our on-going efforts to monitor and increase HCP influenza vaccination coverage, please answer the following questions.

What method did you use to monitor HCP influenza vaccination coverage?

- ☐ Manual
- ☐ RPMS
- ☐ Other Electronic Health Record/Database

Did your facility receive sufficient SEASONAL vaccine to vaccinate all your HCP?

- ○ Yes
- ○ No
- ○ N/A

For HCP who REFUSED SEASONAL Influenza vaccination, what were the reasons? (check all that apply)

- ☐ Did not consider themselves at risk for catching influenza/Do not think it is a serious disease
- ☐ Concerns about vaccine safety
- ☐ Concerns about vaccine efficacy
- ☐ Concern that they could get the flu from the vaccine
- ☐ Not convenient
- ☐ Other _____