

COVID-19 Vaccination Quick Reference Guides in Response to Monthly Combined Data Quality

January 2022

Table of Contents

Overview	2
Identifying if COVID-19 Vaccination Data were Reported	3
COVID-19 Vaccination Reporting for individuals with Medical Contraindications	7
Reporting COVID-19 Vaccinations among individuals declining COVID-19 Vaccination	8
COVID-19 Vaccinations reporting for individuals with Unknown Vaccination Status	10
Reporting Decrease in COVID-19 Vaccinations	12
Reporting Unspecified COVID-19 Vaccine Manufacturer	15



Overview

This document contains reference guides to aid users in reviewing their vaccination data reported to NHSN in response to monthly Data Quality (DQ) e-mails.

DQ Check #	DQ Description	Action Requested	Reference Guide
1	Facility did not report any data for reporting weeks in Oct2021	Please review and report data for one or more weeks of Oct2021.	Identifying if COVID-19 Vaccination Data were Reported
2	High percentage of individuals having a medical contraindication to COVID-19 vaccine (Question 3.1)	Please confirm that the number of individuals have a medical contraindication is correct. We suggest checking the reported number residents, staff, or patients (Question 1) and the reported number of residents staff or patients who have a medical contraindication (Question 3.1).	COVID-19 Vaccination Reporting for individuals with Medical Contraindications
3	High percentage of individuals declining COVID-19 vaccine (Question 3.2)	Please confirm that the number of individuals who declined COVID-19 vaccination is correct. We suggest checking the reported number of residents, staff, or patients (Question 1) and the reported number of residents, staff, or patients who declined vaccination (Question 3.2).	Reporting COVID-19 Vaccinations among Individuals that have Declined COVID-19 Vaccination
4	High percentage of individuals with unknown COVID-19 vaccination status (Question 3.3)	Please confirm that the number of residents, staff, or patients who have unknown COVID-19 vaccination status is correct. We suggest checking the reported number of residents, staff, or patients (Question 1) and the reported number of residents, staff, or patients with unknown vaccination status (Question 3.3).	COVID-19 Vaccination reporting Unknown COVID-19 Vaccination Status
5	Number of individuals (or vaccination percentages) increased or decreased by at least 30% compared to the prior week	Please confirm that the number of residents, staff, or patients reported in Question 1 is correct.	Reporting Decreases in COVID-19 Vaccinations
6a-6b	6a.) High percentage of individuals with unspecified vaccine manufacturer in question 2 6b.) High percentage of additional or booster doses of unspecified vaccine reported for question 5	6a.) Please confirm that the value reported in question 2 for additional or booster doses of unspecified vaccine is correct. If the COVID-19 vaccine manufacturer is known, vaccination data should be reported by specific vaccine type using the drop-down box in the NHSN application. 6b.) Please confirm that the value reported in question 5 for additional or booster doses of unspecified vaccine is correct. If the COVID-19 vaccine manufacturer is known, vaccination data should be reported by specific vaccine type using the drop-down box in the NHSN application.	Reporting Unspecified COVID-19 Vaccine Manufacturer



Identifying if COVID-19 Vaccination Data were Reported:

Purpose

NHSN allows for and encourages weekly submission of COVID-19 vaccination data via the Weekly COVID-19 Vaccination Module. The NHSN team conducts outreach to facilities that have not reported any data for any surveillance week during a reporting month. The information below will help facilities review data to identify if data were reported for specific reporting week(s). After reviewing your data using one of the three options outlined below be sure to update and save the data in the NHSN application as needed. This may include entering data for prior reporting weeks.

Option 1. Identifying missing data through review of data collection form

First, click on the Vaccination Summary tab on the left-hand navigation panel on the NHSN home screen. Second, select COVID-19 Weekly Vaccination Summary.

The screenshot shows the NHSN Home navigation menu on the left. A red circle with the number '1' highlights the 'Vaccination Summary' menu item. A red circle with the number '2' highlights the 'COVID-19 Weekly Vaccination Summary' option in the dropdown menu. The main content area shows the 'COVID-19 Weekly Va' header, a 'Click a cell to begin entering' instruction, a date selector for '06 September 2021', and a 'Weekly Vaccination Calendar' section with two rows of dates: '09/13/2021 (Monday) - 09/19/2021 (S)' and '09/20/2021 (Monday) - 09/26/2021 (S)'.

Next, use the arrow buttons to locate a week to review. Lastly, click on a week to review the data collection form. Please note that completed records are indicated in green. Incomplete records are indicated in light yellow.

The screenshot shows the 'COVID-19 Weekly Vaccination Summary Data' page. It includes a 'Click a cell to begin entering data for the week which counts are reported.' instruction and a link to <https://vaers.hhs.gov/reportevent.html>. A date selector shows '18 October 2021 - 28 November 2021'. A legend indicates 'Record Complete' (green) and 'Record Incomplete' (yellow). A red circle with the number '3' highlights the date selector. A red circle with the number '4' highlights the 'Weekly Vaccination Calendar' section, which shows two rows of dates: '10/18/2021 (Monday) - 10/24/2021 (Sunday)' and '10/25/2021 (Monday) - 10/31/2021 (Sunday)'. The first row is highlighted in green and has a checkmark, while the second row is highlighted in yellow and has a checkmark.

3



Centers for Disease Control and Prevention
National Center for Emerging and Zoonotic Infectious Diseases

Option 2. Identifying Missing Data through Data Quality Alerts

For the example in this guide, we will describe how to identify data that were reported in October 2021.

Step 1. Click on the “Alerts” tab on the left-hand navigation panel on the NHSN home screen.

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

Step 2. Review tabs “COVID-19 Vaccination Summary Data” and “Missing Weekly Summary Data” tabs for dates October 1, 2021 through October 31, 2021

Note: Currently alerts show for future weeks as well, please disregard alerts for these weeks since COVID-19 Vaccination data cannot be reported for future weeks.

COVID-19 Vaccination Summary Data	Incomplete Treatment Dates	Missing Summary Data	Missing Weekly Summary Data	Missing Flu Survey	Incomplete Survey Data	Report No Events
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Covid-19 summary locations selected on reporting plan not yet completed.

Page 1 of 1				View 1 - 8 of 8
Summary Data Type	Survey Week Start (Monday)	Survey Week End (Sunday)	Location Type	
Covid-19	10/25/2021	10/31/2021	Hospital	
Covid-19	11/08/2021	11/14/2021	Hospital	
Covid-19	11/15/2021	11/21/2021	Hospital	
Covid-19	11/22/2021	11/28/2021	Hospital	
Covid-19	11/29/2021	12/05/2021	Hospital	
Covid-19	12/06/2021	12/12/2021	Hospital	
Covid-19	12/13/2021	12/19/2021	Hospital	
Covid-19	12/20/2021	12/26/2021	Hospital	
Page 1 of 1				View 1 - 8 of 8

Option 3. Identifying Missing Data through Line List Reports

Line List reports in NHSN describe in detail data reported into NHSN. NHSN has two options for Healthcare Personnel (HCP) COVID-19 Vaccination line list reports.

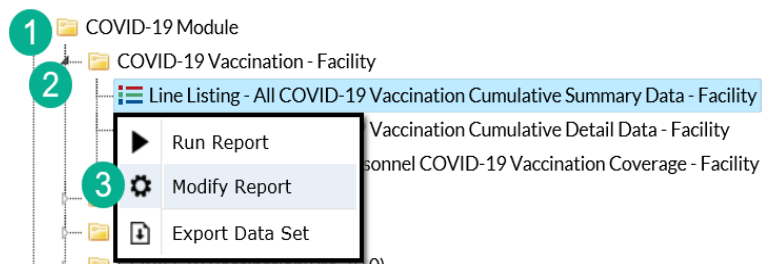
- All COVID-19 Vaccination Cumulative Summary Data**
 This report includes summary level information not dependent on vaccine manufacturer
- All COVID-19 Vaccination Cumulative Detail Data**
 This report includes manufacturer-dependent vaccine and dose specific counts. Vaccine names ending in the number “1” (e.g., MODERNA1) represent counts for the first dose of a 2-dose vaccination series.

Both reports can be utilized to identify missing data in NHSN. For this example, we will modify the “Line Listing – All COVID-19 Vaccination Cumulative Summary Data” to confirm if data were submitted for any surveillance week during October 2021.

Modify and Run a Line List Report

Once you have generated your data set, you are ready to produce a line list.

- On the “Analysis Reports” screen, click on the “COVID-19 Module” folder.
- Select the “COVID-19 Vaccination – Facility” Subfolder.
- Click on “Line Listing – All COVID-19 Vaccination Cumulative Detail Data - Facility” and select “Modify Report”



4. Click on the “Time Period” tab. Then, select the “survWeekStart” or “Week of data collection, start date” variable from the Date Variable options. Next, enter a survey start week that includes October 1, 2021. The end period should include the start date of a survey week that includes October 31,2021.

Title/Format **Time Period** **Filters** **Display Variables** **Sort Variables** **Display Options**

Time Period:

Date Variable	Beginning	Ending	
survWeekStart	09/27/2021	11/01/2021	Clear Time Period

Enter Date variable/Time period at the time you click the Run button

5. Click “Run” If data are not present the “No Record in Analysis Dataset HCW_COVID19_VaccDet_HCP” message will appear in the report output screen. If no data are present, please review your records and ensure data are reported as intended.

National Healthcare Safety Network

Line Listing - All COVID-19 Vaccination Cumulative Detail Data - Healthcare Personnel

As of: November 19, 2021 at 1:56 PM

No Records in Analysis Dataset
HCW_COVID19_VaccDet_HCP

Please check the date that Analysis Datasets were last generated and generate new ones if necessary.

Additional Resources:

- Weekly HCP COVID-19 Vaccination
<https://www.cdc.gov/nhsn/hps/weekly-covid-vac/index.html>
- FAQs on Reporting COVID-19 Vaccination Data
<https://www.cdc.gov/nhsn/hps/weekly-covid-vac/faqs.html>
- Healthcare Personnel Safety Component (HPS)
<https://www.cdc.gov/nhsn/hps/index.html>
- Facilities can contact CMS with questions about reporting requirements:
 - Inpatient quality reporting program (hospitals): iqr@hsag.com
 - PPS-exempt cancer hospital quality reporting program: QRFormsSubmission@hsag.com
 - Inpatient psychiatric facility quality reporting program: IPFQualityReporting@hsag.com
 - Inpatient rehabilitation facility quality reporting program: IRF.questions@cms.hhs.gov
 - Long-term acute care quality reporting program: LTCHQualityQuestions@cms.hhs.gov
 - Long-term care facilities (including nursing facilities and skilled nursing facilities):
 - For CMS enforcement-related questions, please email: DNH_Enforcement@cms.hhs.gov.
 - For other questions or concerns regarding CMS memo QSO-20-29-NH, please email: DNH_TriageTeam@cms.hhs.gov.
 - For questions about SNF QRP, email ccsq-pacqrp-helpdesk@acumenllc.com.



2. COVID-19 Vaccination Reporting for Individuals with Medical Contraindications:

Purpose

The NHSN Weekly COVID-19 Vaccination Modules allow facilities to enter weekly COVID-19 vaccination data for healthcare personnel (HCP), residents and/or patients. This quick reference guide will help facilities identify possible irregularities with Question 3.1.

Overview of Question 3.1

Question 3.1 collects data on individuals reporting medical contraindications related to the COVID-19 vaccination.

Please note: For illustrative purposes we are using the LTCF Healthcare Personnel Form for this example; however, steps for review are similar across all Weekly COVID-19 Vaccination Modules.

LTCF Healthcare Personnel Form

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

Healthcare Personnel COVID-19 Cumulative Vaccination Summary for Long-Term Care Facilities

Date Created:

*Facility ID: 30074 *Vaccination type: COVID19 Facility CCN #: N/A

*Week of Data Collection: 11/08/2021 - 11/14/2021 *Date Last Modified:

	Cumulative Vaccination Coverage		Healthcare Personnel (HCP) Categories			
	*All Core HCP (Total) ^a	*All HCP (Total) ^b	*Employees (staff on facility payroll) ^c	*Non-employee HCP (licensed independent practitioners) ^d	*Adult students/trainees/volunteers ^e	*Other contract personnel ^f
1. *Number of HCP that were eligible to have worked at this healthcare facility for at least 1 day during the week of data collection	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2. *Cumulative number of HCP in Question #1 who have received COVID-19 vaccine(s) at this facility or elsewhere since December 2020: Add vaccine: <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
*Any completed COVID-19 vaccine series	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3. *Cumulative number of HCP in Question #1 with other con...	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3.1 *Medical contraindication to COVID-19 vaccine	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Question 3.1. The data collected through this question describe the individuals reporting medical contraindications related to the COVID-19 vaccination.

Required Action:

If your facility receives an email indicating a report of a high percentage of healthcare personnel with Medical Contraindications, we ask that you confirm that the number and percent of individuals who reported a medical contraindication for COVID-19 vaccination status was correct. We suggest checking the reported number of healthcare personnel (Question 1) and the reported number of healthcare personnel with a medical contraindication (Question 3.1). It is possible that this value is correct.

Resolving Data Quality Concern for Question 3.1

Review data reported for Question 1 and Question 3.1 on the form for the week(s) question. If you find data entered in error, please correct and resubmit these data.

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

Healthcare Personnel COVID-19 Cumulative Vaccination Summary for Long-Term Care Facilities

Date Created: _____
 *Facility ID: 30074 *Vaccination type: COVID19 Facility CCN #: N/A
 *Week of Data Collection: 11/08/2021 - 11/14/2021 *Date Last Modified: _____

Cumulative Vaccination Coverage		Healthcare Personnel (HCP) Categories					
		Employee HCP			Non-Employee HCP		
		*All Core HCP (Total) ^a	*All HCP (Total) ^b	*Employees (staff on facility payroll) ^c	*Non-employee HCP (licensed independent practitioners) ^d	*Adult students/trainees/volunteers ^e	*Other contract personnel ^f
1.	Facility for at least 1 day during the week of data collection						
2.	*Cumulative number of HCP in Question #1 who have received COVID-19 vaccine(s) at this facility or elsewhere since December 2020: Add vaccine: _____ *Any completed COVID-19 vaccine series						
3.	*Cumulative number of HCP 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 COVID-19 vaccination status						

1. Review the numbers in each of the healthcare personnel categories for question 1.

2. If the data are correct in question 1, then review the numbers in each of the healthcare personnel categories for question 3.1

Additional Resources:

- Weekly HCP COVID-19 Vaccination
<https://www.cdc.gov/nhsn/hps/weekly-covid-vac/index.html>
- FAQs on Reporting COVID-19 Vaccination Data
<https://www.cdc.gov/nhsn/hps/weekly-covid-vac/faqs.html>
- Healthcare Personnel Safety Component (HPS)
<https://www.cdc.gov/nhsn/hps/index.html>



3. Reporting COVID-19 Vaccinations Among Individuals Declining COVID-19 Vaccination:

Purpose

The NHSN Weekly COVID-19 Vaccination Modules allow facilities to enter weekly COVID-19 vaccination data for healthcare personnel (HCP), residents and/or patients. There are data quality flags built into the reporting forms that help identify possible irregularities in data. Additionally, the NHSN team conducts outreach to facilities with higher-than-expected values for certain data fields. This quick reference guide will help facilities review data to ensure accurate and complete reporting for Question 3.2.

Overview of Question 3.2

Question 3.2 collects data on individuals who have declined COVID-19 vaccination.

Please note: For illustrative purposes, we are using the LTCF Healthcare Personnel form for this example; however, this question is asked across all weekly COVID-19 Vaccination Modules.

LTCF Healthcare Personnel Form

Cumulative Vaccination Coverage		Healthcare Personnel (HCP) Categories					
		Employee HCP			Non-Employee HCP		
		*All Core HCP (Total) ^a	*All HCP (Total) ^b	*Employees (staff on facility payroll) ^c	*Non-employee HCP (licensed independent practitioners) ^d	*Adult students/trainees/volunteers ^e	*Other contract personnel ^f
1. *Number of HCP that were eligible to have worked at this healthcare facility for at least 1 day during the week of data collection							
2. *Cumulative number of HCP in Question #1 who have received COVID-19 vaccine(s) at this facility or elsewhere since December 2020: Add vaccine: <input type="text"/>							
*Any completed COVID-19 vaccine series:							
3. *Cumulative number of HCP 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 COVID-19 vaccination status							

Required Action:

If your facility receives an e-mail from NHSN indicating that a high percentage of individuals were reported to have declined COVID-19 vaccine, we ask that you review the data and confirm that the number and percentage of individuals who declined COVID-19 vaccination is correct. We suggest checking the reported number of individuals (Question 1) and the reported number of individuals who declined vaccination (Question 3.2). However, it is possible that this value is correct.



Resolving Data Quality Concern for Question 3.2

Review data reported for Question 1 and Question 3.2 on the Form for the week(s) in question. If you find data entered in error, please correct, and resubmit these data

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

Healthcare Personnel COVID-19 Cumulative Vaccination Summary for Long-Term Care Facilities

Date Created: _____
 *Facility ID: 30074 *Vaccination type: COVID19 Facility CCN #: N/A
 *Week of Data Collection: 11/08/2021 - 11/14/2021 *Date Last Modified: _____

Cumulative Vaccination Coverage

	Healthcare Personnel (HCP) Categories					
	Employee HCP		Non-Employee HCP			
	*All Core HCP (Total) ^a	*All HCP (Total) ^b	*Employees (staff on facility payroll) ^c	*Non-employee HCP (licensed independent practitioners) ^d	*Adult students/trainees/volunteers ^e	*Other contract personnel ^f
1. *Number of HCP that were eligible to have worked at this healthcare facility for at least 1 day during the week of data collection	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2. *Cumulative number of HCP in Question #1 who have received COVID-19 vaccine(s) at this facility or elsewhere since December 2020: Add vaccine: <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
*Any completed COVID-19 vaccine series	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3. *Cumulative number of HCP in Question #1 with:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3.1 *Medical contraindication to COVID-19 vaccine	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3.2 *Offered but declined COVID-19 vaccine	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3.3 *Unknown COVID-19 vaccination status	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Review the numbers for each of the categories in question 1.

If the data are correct in question 1, then review the numbers in each of categories in question 3.2.

Note: Individuals reporting philosophical, religious, or other reasons for declining COVID-19 vaccine not listed in the [Interim Clinical Considerations for Use of COVID-19 Vaccines Currently Approved or Authorized in the United States](#) should be counted under question 3.2 for the purpose of NHSN COVID-19 vaccination surveillance. The number of individuals who declined COVID-19 vaccination should not include those reporting medical contraindications to the COVID-19 vaccine (medical contraindications are reported in question 3.1).

Additional Resources:

- Weekly HCP COVID-19 Vaccination
<https://www.cdc.gov/nhsn/hps/weekly-covid-vac/index.html>
- FAQs on Reporting COVID-19 Vaccination Data
<https://www.cdc.gov/nhsn/hps/weekly-covid-vac/faqs.html>
- Healthcare Personnel Safety Component (HPS)
<https://www.cdc.gov/nhsn/hps/index.html>



4. Reporting COVID-19 Vaccination Reporting for Individuals with Unknown COVID-19 Status:

Purpose

The NHSN Weekly COVID-19 Vaccination Modules allow facilities to enter weekly COVID-19 vaccination data for healthcare personnel (HCP), residents and/or patients. There are data quality flags built into the reporting forms that help identify possible irregularities in data. This quick reference guide will help facilities with the data flag associated with Question 3.3.

Overview of Question 3.3

Question 3.3 collects data that describes the individuals that have unknown COVID-19 vaccination status.

Please note: For illustrative purposes we are using the LTCF Healthcare Personnel form for this example; however, steps for review are similar across all Weekly COVID-19 Vaccination Modules.

LTCF Healthcare Personnel Form

The screenshot shows the 'LTCF Healthcare Personnel Form' for 'COVID-19 Vaccine: HCW'. The form title is 'Healthcare Personnel COVID-19 Cumulative Vaccination Summary for Long-Term Care Facilities'. It includes fields for 'Date Created', 'Facility ID: 30074', 'Vaccination type: COVID19', and 'Facility CCN #: N/A'. The 'Week of Data Collection' is '11/08/2021 - 11/14/2021'. The form is divided into 'Cumulative Vaccination Coverage' and 'Healthcare Personnel (HCP) Categories'. The categories are 'Employee HCP' and 'Non-Employee HCP'. The 'Employee HCP' category includes 'All Core HCP (Total)', 'All HCP (Total)', and 'Employees (staff on facility payroll)'. The 'Non-Employee HCP' category includes 'Non-employee HCP (licensed independent practitioners)', 'Adult students/trainees/volunteers', and 'Other contract personnel'. Question 1 asks for the number of HCP eligible to work at the facility. Question 2 asks for the cumulative number of HCP who have received COVID-19 vaccine(s) since December 2020. Question 3 asks for the cumulative number of HCP with other conditions, including medical contraindications, offered but declined, and unknown COVID-19 vaccination status. Question 3.3 is highlighted in yellow, and a green arrow points to it from a callout box that reads: 'Question 3.3. The data collected through this question describe the individuals that have an unknown COVID-19 vaccination status.'

Required Action:

If your facility receives an email indicating a report of a high percentage of individuals with unknown COVID-19 vaccination status, we ask that you confirm that the number and percentage of individuals who have unknown COVID-19 vaccination status is correct. We suggest checking the reported number of individuals (Question 1) and the reported number of individuals with unknown vaccination status (Question 3.3). It is possible that this value is correct.



Resolving Data Concern for Question 3.3

Review data reported for Question 1 and Question 3.3 on the Form for the week(s) in question. If you find data entered in error, please correct and resubmit these data.

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

Healthcare Personnel COVID-19 Cumulative Vaccination Summary for Long-Term Care Facilities

Date Created:
 *Facility ID: 30074 *Vaccination type: COVID19 Facility CCN #: N/A
 *Week of Data Collection: 11/08/2021 - 11/14/2021 *Date Last Modified:

	Cumulative Vaccination Coverage					
	Employee HCP			Non-Employee HCP		
	*All Core HCP (Total) ^a	*All HCP (Total) ^b	*Employees (staff on facility payroll) ^c	*Non-employee HCP (licensed independent practitioners) ^d	*Adult students/trainees/volunteers ^e	*Other contract personnel ^f
1. *Number of HCP that were eligible to have worked at this healthcare facility for at least 1 day during the week of data collection	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2. *Cumulative number of HCP in Question #1 who have received COVID-19 vaccine(s) at this facility or elsewhere since December 2020: Add vaccine: <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
*Any completed COVID-19 vaccine series	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3. *Cumulative number of HCP in Question #1 with other conditions:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3.1 *Medical contraindication to COVID-19 vaccine	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3.2 *Offered but declined COVID-19 vaccine	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3.3 *Unknown COVID-19 vaccination status	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

1

Review the numbers in each of the categories in question 1.

2

If the data are correct in question 1, then review the numbers in each of the categories in question 3.3

Additional Resources:

- Weekly HCP COVID-19 Vaccination
<https://www.cdc.gov/nhsn/hps/weekly-covid-vac/index.html>
- FAQs on Reporting COVID-19 Vaccination Data
<https://www.cdc.gov/nhsn/hps/weekly-covid-vac/faqs.html>
- Healthcare Personnel Safety Component (HPS)
<https://www.cdc.gov/nhsn/hps/index.html>



5. Reporting Decrease in COVID-19 Vaccinations:

Purpose

The NHSN Weekly COVID-19 Vaccination Modules allow facilities to enter weekly COVID-19 vaccination data for healthcare personnel (HCP), residents and/or patients. There are data quality flags built into the reporting forms that help identify possible irregularities in data. This quick reference guide will help facilities with the data quality flag associated with decreases in vaccination percentages or large changes in numbers of individuals.

Overview of Question 1 and Question 2

As a reminder, weekly COVID-19 vaccination data is reported cumulatively, because of this, large decreases in vaccination percentages may represent a data quality error. To report cumulative data, facilities report the total number of individuals at the facility for that week. Of these individuals, report the number who have ever received COVID-19 vaccination (at your facility or elsewhere) since it became available in December 2020. Do not limit reporting to just the individuals who were vaccinated that week. It is important to review data reported from the prior week before entering the current week's data. Question 1 and 2 are highlighted in the screenshot below of the Healthcare Personnel COVID-19 Vaccination Cumulative Summary for Non-Long-Term Care Facilities Form.

Please note: For illustrative purposes we are using the Healthcare Personnel COVID-19 Vaccination Cumulative Summary for Non-Long-Term Care Facilities Form for this example, however this data quality flag will appear across all facility types.

Healthcare Personnel COVID-19 Vaccination Cumulative Summary for Non-Long-Term Care Facilities

Cumulative Vaccination Coverage						
	Healthcare Personnel (HCP) Categories					
	* All Core HCP ^a	* All HCP ^b	Employee HCP * Employees (staff on facility payroll) ^c	* Licensed independent practitioner HCP ^d	Non-Employee HCP * Adult students/trainees and volunteers ^e * Other contract personnel ^f	
1. * Number of HCP that were eligible to have worked at this healthcare facility for at least 1 day during the week of data collection	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2. * Cumulative number of HCP in Question #1 who have received COVID-19 vaccines at this facility or elsewhere since December 2020:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
* Any completed COVID-19 vaccine series	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Data Quality Flags and Required Actions:

- **The Percentage of individuals who received complete vaccination decreased $\geq 30\%$ compared to the prior week**
 - **Required Action**
 - **Please confirm that the percentage of individuals who received complete vaccine is correct. We suggest checking the reported number of individuals (Question 1) and the reporting number of individuals who received complete vaccinated (Questions 2.2, 2.4, and 2.5).**
- **Number of individuals decreased $\geq 30\%$ compared to the prior week**
 - **Required Action**
 - **Please confirm that the number of individuals correct (Question 1).**



Additional Resources:

- Weekly HCP COVID-19 Vaccination

<https://www.cdc.gov/nhsn/hps/weekly-covid-vac/index.html>

- FAQs on Reporting COVID-19 Vaccination Data

<https://www.cdc.gov/nhsn/hps/weekly-covid-vac/faqs.html>

- Healthcare Personnel Safety Component (HPS)

<https://www.cdc.gov/nhsn/hps/index.html>



6a-6b. Reporting Unspecified COVID-19 Vaccine Manufacturer:

Purpose

The NHSN Weekly COVID-19 Vaccination Modules allow facilities to enter weekly COVID-19 vaccination data for healthcare personnel (HCP), residents and/or patients. There are data quality flags built into the reporting forms that help identify possible irregularities in data. This quick reference guide will help facilities with the data quality flag associated with Question 2 and Question 5.

Overview of Question 2 and Question 5

Question 2.0 collects data that describes initial COVID-19 vaccinations by manufacturer. Question 5 collects data that describes additional or booster COVID-19 vaccinations by manufacturer. Unspecified manufacturer can be selected for question 2 when an individual received:

- Complete COVID-19 vaccination elsewhere, but the information for the specific manufacturer of the vaccine was unavailable.
- Complete COVID-19 two-dose vaccination series and had documentation of different manufacturers for each dose received.
- Complete COVID-19 vaccination by a vaccine manufacturer not listed in the reporting form but listed for emergency use by the World Health Organization (WHO).
- Complete COVID-19 vaccination through a clinical trial by a vaccine manufacturer not listed in question #2 and had documentation of complete vaccination.

Unspecified Manufacturer can be selected for question 5 when an individual received an additional or booster dose of COVID-19 vaccination elsewhere, but the information for the specific manufacturer of the vaccine was unavailable or received an additional or booster dose of COVID-19 vaccination by a vaccine manufacturer not listed in the reporting form but listed for emergency use by the World Health Organization (WHO).

Please note: For illustrative purposes we are using the LTCF Healthcare Personnel Form for this example, however this data quality flag will appear across all facility types.

LTCF Healthcare Personnel Form

The screenshot shows the 'LTCF Healthcare Personnel Form' with the 'COVID-19 Vaccine: HCP' tab selected. The form displays 'Healthcare Personnel COVID-19 Cumulative Vaccination Summary for Long-Term Care Facilities'. Key fields include Date Created, Facility ID (30074), Vaccination type (COVID19), Facility CCN # (N/A), Week of Data Collection (11/08/2021 - 11/14/2021), and Date Last Modified. The 'Cumulative Vaccination Coverage' table is partially visible, with columns for 'All Core HCP (Total)', 'All HCP (Total)', 'Employee HCP' (Employees, Non-employee HCP), and 'Non-Employee HCP' (Adult students/trainees/volunteers, Other contract personnel). A dropdown menu for 'Add vaccine:' is open, showing options: 'PFIZIBION - Pfizer-BioNTech COVID-19 vaccine', 'MODERNA - Moderna COVID-19 vaccine', 'JANSSEN - Janssen COVID-19 vaccine', and 'UNSPECIFIED - Unspecified manufacturer'. A green arrow points to the 'UNSPECIFIED' option. A text box states: 'Question 2.0 The data collected through this question describes vaccine manufacturer by category. A selection is required from this drop-down menu.'

Required Action:

If your facility receives an email indicating a report of a high percentage of individuals with unspecified vaccine manufacturer including booster dose that is has been recorded as unspecified manufacturer, we ask that you confirm the selection on unspecified vaccine manufacturer. If you find data entered in error, please correct and resubmit these data.



Resolving Data Concern for Question 2.0

Confirm

If the COVID-19 vaccine manufacturer is known, the vaccination manufacturer should be reported. Are you sure you want to enter data for 'Complete COVID-19 vaccination series: unspecified vaccination manufacturer'?

Yes **No**

This message will appear after entering a total for each category if unspecified COVID-19 vaccine manufacturer was selected. If unspecified COVID-19 vaccine manufacturer is correct, then select "Yes".

Additional Resources:

- Weekly HCP COVID-19 Vaccination
<https://www.cdc.gov/nhsn/hps/weekly-covid-vac/index.html>
- FAQs on Reporting COVID-19 Vaccination Data
<https://www.cdc.gov/nhsn/hps/weekly-covid-vac/faqs.html>
- Healthcare Personnel Safety Component (HPS)
<https://www.cdc.gov/nhsn/hps/index.html>

