Please refer to the table below for complete information on the variables included on .CSV templates for the Person-Level COVID-19 Vaccination Form for Healthcare Personnel (HCP) of the Healthcare Personnel Safety Component. These are accurate as of NHSN Release in January 2025.

Importing via .csv file- Person-Level COVID-19 Vaccination Form- HPS Component				
Table 1: NHSN Person-Level COVID-19 Vaccination Form – HPS Import File Format				
Field (alias if applicable)	**Requirement**	**Values**	**Format†**	**Description of Field**
Orgid	**Required**	_	must be a whole number	Must be a valid NHSN Facility ID (organization identifier)
hcpid	**Required**	_	Character (15)	HCP identifier - a unique identifier for the individual, assigned by your facility
name	**Required**	_	Character (30)	HCP First Name
surname	**Required**	_	Character (30)	HCP Last Name
gender	**Required**	F M O	Character (1)	HCP Gender F – Female M – Male O – Other/Unknown
Sexatbirth	Optional	F M U	Character (1)	HCP Sex at Birth F - Female M - Male U - Unknown
Genderidentity	Optional	F FTM M MTF NONCON OTHER ABU	Character (6)	HCP Gender Identity F - Female FTM – Female to Male transgender M - Male MTF – Male to Female transgender NONCON – Identifies as nonconforming OTHER - Other ABU – Asked but unknown
dob	**Required**	MM/DD/YYYY	Datetime	HCP Date of Birth
ethnicity	**Required**	HISP NOHISP	Character (6)	HCP Ethnicity HISP – Hispanic or Latino

		DEC UNK		NOHISP – Not Hispanic or Latino DEC – Declined to respond. UNK – Unknown
race	**Required**	AMIN ASIAN AAB NH-PI WHITE MENA DEC UNK	Character (5)	HCP Race: AMIN – American Indian/Alaskan native ASIAN – Asian AAB – Black or African American NH-PI – Native Hawaiian/Other Pacific Islander WHITE – White MENA – Middle Eastern or North African DEC – Declined to respond UNK- Unknown
hcpEmpStart	**Required**	MM/DD/YYYY	Datetime	HCP Start of Employment Date
hcpEmpEnd	Conditionally required	MM/DD/YYYY	Datetime	HCP End of Employment Date
vaccLoc	**Required**	VACCHOSP VACCIPF VACCIRF	_	Vaccination location type VACCHOSP – For data reported for most facility types including acute care hospitals, ambulatory surgery centers, free-standing inpatient psychiatric facilities, free-standing inpatient rehabilitation facilities, long-term acute care hospitals, and dialysis facilities. This includes all inpatient and outpatient units/departments of the acute care facility sharing the same CCN as the acute care facility VACCIPF – For data reported by a parent facility (often an acute care facility) for an inpatient psychiatric unit with a unique CCN that is mapped as a location of the parent facility. This

				selection is only available for acute care facilities reporting data for IPF units with a different CCN from the acute care facility. VACCIRF - For data reported by a parent facility (often an acute care facility) for an inpatient rehabilitation unit with a unique CCN that is mapped as a location of the parent facility. This selection is only available for acute care facilities reporting data for IRF units with a separate CCN from the acute care facility.
hcpCategory	**Required**	EMP LIP VOL OCP	Character (10)	HCP Category: EMP - Employees (staff on facility payroll) LIP - Licensed independent practitioners: Physicians, advanced practice nurses, & physician assistants VOL - Adult students/trainees & volunteers OCP - Other Contract Personnel
dose1Date	Conditionally required (each record must contain At least ONE status- This means each record must be classified into at least one of the main categories, such as having at least one vaccine entered, contraindication, declined, unknown/other vaccination status)	MM/DD/YYYY	Datetime	Dose 1 vaccination date

dose1Mfg	Conditionally required if Dose1Date provided If dose1Mfg = Janssen, then subsequent doses recorded beginning with dose 3 fields. 2024-2025 Updated COVID-19 vaccine can only be selected if corresponding dose date is on or after 9/2/2024. 2023-2024 COVID-19 vaccine can only be selected if corresponding dose date is between 9/13/2023-9/1/2024. Bivalent Moderna vaccine or Bivalent Pfizer vaccine can only be selected if corresponding dose	COVID2024_2025 COVID2023_2024 BIMODERNA BIPFIZBION JANSSEN MODERNA PFIZBION NOVAVAX UNSPECIFIED	Character (15)	Dose 1 vaccine manufacturer name *COVID2024_2025* –2024-2025 Updated vaccine *COVID2023_2024* –2023-2024 COVID-19 vaccine *BIMODERNA* –bivalent Moderna vaccine *BIPFIZBION* –bivalent Pfizer vaccine *MODERNA* – original monovalent Moderna vaccine *PFIZBION* – original monovalent Pfizer vaccine *JANSSEN* – original monovalent Janssen vaccine *UNSPECIFIED* – unknown manufacturer

	date is between 4/20/2023 and 9/12/2023. Pfizer-BioNTech COVID-19 vaccine and Moderna COVID-19 vaccine can only be selected if corresponding dose date is on or before 4/19/2023. Novavax COVID-19 vaccine can only be selected if corresponding dose date is between 6/1/2022 – 9/1/2024. Janssen COVID-19 vaccine can only be selected if corresponding dose date is before 6/26/2023.			
dose2Date	Conditionally required (each record must contain At least ONE status-	MM/DD/YYYY	Datetime	Dose 2 vaccination date

	This means each record must be classified into at least one of the main categories, such as having at least one vaccine entered, contraindication, declined, unknown/other vaccination status)			
dose2Mfg	Conditionally required if Dose2Date provided 2024-2025 Updated COVID-19 vaccine can only be selected if corresponding dose date is on or after 9/2/2024. 2023-2024 COVID-19 vaccine can only be selected if corresponding dose date is between 9/13/2023-9/1/2024. Bivalent Moderna	COVID2024_2025 COVID2023_2024 BIMODERNA BIPFIZBION MODERNA PFIZBION NOVAVAX UNSPECIFIED	Character (15)	Dose 2 vaccine manufacturer name *COVID2024_2025* –2024-2025 Updated vaccine *COVID2023_2024* –2023-2024 COVID-19 vaccine *BIMODERNA* –bivalent Moderna vaccine *BIPFIZBION* –bivalent Pfizer vaccine *MODERNA* – original monovalent Moderna vaccine *PFIZBION* – original monovalent Pfizer vaccine *UNSPECIFIED* – unknown manufacturer

	vaccine or Bivalent Pfizer vaccine can only be selected if corresponding dose date is between 4/20/2023 and 9/12/2023. Pfizer-BioNTech COVID-19 vaccine and Moderna COVID-19 vaccine can only be selected if corresponding dose date is on or before 4/19/2023. Novavax COVID-19 vaccine can only be selected if corresponding dose date is between 6/1/2022 – 9/1/2024.			
medDate	Conditionally required (each record must contain At least ONE status-This means each record much be classified into at	MM/DD/YYYY	Datetime	Contraindication or exclusion noted date

	least one of the main categories, such having at least one vaccine entered , contraindication, declined, unknown/other vaccination status)			
decDate	Conditionally required (each record must contain At least ONE status- This means each record much be classified into at least one of the main categories, such as having at least one vaccine entered , contraindication, declined, unknown/other vaccination status)	MM/DD/YYYY	Datetime	Declination date
decReason	Conditionally required if decDate provided	RELIGIOUS OTHER UNKNOWN	Character (10)	Declination reason: RELIGIOUS - Received official religious exemption OTHER - Other UNKNOWN - Unknown
unkvaccstatusdate	Conditionally required (each record must contain At least ONE status- This means each	MM/DD/YYYY	Datetime	Unknown status date

	record much be classified into at least one of the main categories, such as having at least one vaccine entered , contraindication, declined, unknown/other vaccination status)			
Dose3date (addtldosedate)	Conditionally required	MM/DD/YYYY	Datetime	Third dose vaccination date
Dose3Mfg (addtldosemfg)	Conditionally required if dose3Date provided 2024-2025 Updated COVID-19 vaccine can only be selected if corresponding dose date is on or after 9/2/2024. 2023-2024 COVID-19 vaccine can only be selected if corresponding dose date is between 9/13/2023-9/1/2024.	COVID2024_2025 COVID2023_2024 BIMODERNA BIPFIZBION MODERNA PFIZBION JANSSEN NOVAVAX UNSPECIFIED	*Character (15)*	Third dose vaccine manufacturer name *COVID2024_2025* –2024-2025 Updated vaccine *COVID2023_2024* –2023-2024 COVID-19 vaccine *BIMODERNA* – bivalent Moderna vaccine *BIPFIZBION* – bivalent Pfizer vaccine *MODERNA* – original monovalent Moderna vaccine *PFIZBION* – original monovalent Pfizer vaccine *JANSSEN* – original monovalent Janssen vaccine *UNSPECIFIED* – unknown manufacturer

	Bivalent Pfizer vaccine and Bivalent Moderna vaccine can only be selected if corresponding dose date is between 8/31/2022-9/12/2023. Pfizer-BioNTech COVID-19 vaccine, Moderna COVID-19 vaccine, and Janssen COVID-19 vaccine can only be selected if corresponding dose date is before 9/26/2022. Novavax COVID-19 vaccine can only be selected if corresponding dose date is between 6/1/2022 – 9/1/2024.			
Dose4Date (boostdose2date)	Conditionally required	MM/DD/YYYY Must be > dose3date	Datetime	Fourth dose vaccination date
Dose4Mfg (boostdose2mfg)	Conditionally required if	COVID2024_2025 COVID2023_2024	Character (15)	Fourth dose vaccine manufacturer name

	Dose4Date provided	BIMODERNA		COVID2024_2025 –2024-2025 Updated vaccine
		BIPFIZBION		COVID2023_2024 –2023-2024 COVID-19
	2024-2025 Updated	MODERNA		vaccine
	COVID-19 vaccine	PFIZBION		BIMODERNA – bivalent Moderna vaccine
	can only be selected	JANSSEN		BIPFIZBION – bivalent Pfizer vaccine
	if corresponding	NOVAVAX		MODERNA – original monovalent Moderna
	dose date is on or	UNSPECIFIED		vaccine
	after 9/2/2024.			PFIZBION – original monovalent Pfizer vaccine
				JANSSEN – original monovalent Janssen vaccine
	2023-2024 COVID-19			UNSPECIFIED – unknown manufacturer
	vaccine can only be			
	selected if			
	corresponding dose			
	date is between			
	9/13/2023-			
	9/1/2024.			
	Bivalent Pfizer			
	vaccine and Bivalent			
	Moderna vaccine			
	can only be selected			
	if corresponding			
	dose date is			
	between 8/31/2022-			
	9/12/2023.			
	Pfizer-BioNTech			
	COVID-19 vaccine,			
	Moderna COVID-19			
	vaccine, and Janssen			
	COVID-19 vaccine			
	can only be selected			
	if corresponding			

	dose date is before 9/26/2022. Novavax COVID-19 vaccine can only be selected if corresponding dose date is between 6/1/2022 – 9/1/2024.			
Dose5Date (boostdose3date)	Conditionally required	MM/DD/YYYY Must be > dose4date	Datetime	Fifth dose vaccination date
Dose5mfg (boostdose3mfg)	Conditionally required if Dose5Date provided 2024-2025 Updated COVID-19 vaccine can only be selected if corresponding dose date is on or after 9/2/2024. 2023-2024 COVID-19 vaccine can only be selected if corresponding dose date is between 9/13/2023-9/1/2024.	COVID2024_2025 COVID2023_2024 BIMODERNA BIPFIZBION MODERNA PFIZBION JANSSEN NOVAVAX UNSPECIFIED	Character (15)	Fifth dose vaccine manufacturer name *COVID2024_2025* –2024-2025 Updated vaccine *COVID2023_2024* –2023-2024 COVID-19 vaccine *BIMODERNA* – bivalent Moderna vaccine *BIPFIZBION* – bivalent Pfizer vaccine *MODERNA* – original monovalent Moderna vaccine *PFIZBION* – original monovalent Pfizer vaccine *JANSSEN* – original monovalent Janssen vaccine *UNSPECIFIED* – unknown manufacturer

	Bivalent Pfizer vaccine and Bivalent Moderna vaccine can only be selected if corresponding dose date is between 8/31/2022-9/12/2023. Pfizer-BioNTech COVID-19 vaccine, Moderna COVID-19 vaccine, and Janssen COVID-19 vaccine can only be selected if corresponding dose date is before 9/26/2022. Novavax COVID-19 vaccine can only be selected if corresponding dose date is between 6/1/2022 – 9/1/2024.			
Dose6Date (boostdose4date)	Conditionally required	MM/DD/YYYY Must be > dose5date	Datetime	Sixth dose vaccination date
Dose6mfg (boostdose4mfg)	Conditionally	COVID2024_2025	Character (15)	Sixth dose vaccine manufacturer name

	required if Dose6Date provided 2024-2025 Updated COVID-19 vaccine can only be selected if corresponding dose date is on or after 9/2/2024. 2023-2024 COVID-19 vaccine can only be selected if corresponding dose date is between 9/13/2023-9/1/2024. Bivalent Pfizer vaccine and Bivalent Moderna vaccine can only be selected if corresponding dose date is between 8/31/2022-9/12/2023. Pfizer-BioNTech COVID-19 vaccine, Moderna COVID-19 vaccine, and Janssen COVID-19 vaccine can only be selected	COVID2023_2024 BIMODERNA BIPFIZBION MODERNA PFIZBION JANSSEN NOVAVAX UNSPECIFIED		*COVID2024_2025* –2024-2025 Updated vaccine *COVID2023_2024* –2023-2024 COVID-19 vaccine *BIMODERNA* – bivalent Moderna vaccine *BIPFIZBION* – bivalent Pfizer vaccine *MODERNA* – original monovalent Moderna vaccine *PFIZBION* – original monovalent Pfizer vaccine *JANSSEN* – original monovalent Janssen vaccine *UNSPECIFIED* – unknown manufacturer

	if corresponding dose date is before 9/26/2022. Novavax COVID-19 vaccine can only be selected if corresponding dose date is between 6/1/2022 – 9/1/2024.			
Dose7Date (boostdose5date)	Conditionally required	MM/DD/YYYY Must be > dose6date	Datetime	Seventh dose vaccination date
Dose7mfg (boostdose5mfg)	Conditionally required if Dose6Date provided 2024-2025 Updated COVID-19 vaccine can only be selected if corresponding dose date is on or after 9/2/2024. 2023-2024 COVID-19 vaccine can only be selected if corresponding dose date is between	COVID2024_2025 COVID2023_2024 BIMODERNA BIPFIZBION MODERNA PFIZBION JANSSEN UNSPECIFIED	Character (15)	Seventh dose vaccine manufacturer name COVID2024_2025 –2024-2025 updated vaccine COVID2023_2024 –2023-2024 COVID-19 vaccine BIMODERNA – updated bivalent Moderna vaccine BIPFIZBION – updated bivalent Pfizer vaccine MODERNA – original monovalent Moderna vaccine PFIZBION – original monovalent Pfizer vaccine JANSSEN – original monovalent Janssen vaccine UNSPECIFIED – unknown manufacturer

	9/13/2023-9/1/2024. Bivalent Pfizer vaccine and Bivalent Moderna vaccine can only be selected if corresponding dose date is between 8/31/2022-9/12/2023. Pfizer-BioNTech COVID-19 vaccine, Moderna COVID-19 vaccine, and Janssen COVID-19 vaccine can only be selected if corresponding dose date is before 9/26/2022. Novavax COVID-19 vaccine can only be selected if corresponding dose date is between 6/1/2022 – 9/1/2024.			
Dose8Date	Conditionally required.	MM/DD/YYYY	Datetime	Eighth dose vaccination date

		Must be > dose7Date		
Dose8Mfg	Conditionally required. 2024-2025 Updated COVID-19 vaccine can only be selected if corresponding dose date is on or after 9/2/2024. 2023-2024 COVID-19 vaccine can only be selected if corresponding dose date is between 9/13/2023-9/1/2024. Unspecified manufacturer can only be selected if corresponding dose date is on or after 1/1/2024.	COVID2024_2025 COVID2023_2024 UNSPECIFIED	Character (15)	Eighth dose vaccine manufacturer name *COVID2024_2025* –2024-2025 Updated vaccine *COVID2023_2024* –2023-2024 COVID-19 vaccine *UNSPECIFIED* – unknown manufacturer
Dose9Date	Conditionally required.	MM/DD/YYYY Must be > dose8Date	Datetime	Ninth dose vaccination date
Dose9Mfg	Conditionally	COVID2024_2025	Character (15)	Ninth dose vaccine manufacturer name

	required. 2024-2025 Updated COVID-19 vaccine can only be selected if corresponding dose date is on or after 9/2/2024. 2023-2024 COVID-19 vaccine can only be selected if corresponding dose date is between 9/13/2023-9/1/2024. Unspecified manufacturer can only be selected if corresponding dose date is on or after 1/1/2024.	COVID2023_2024 UNSPECIFIED		*COVID2024_2025* –2024-2025 Updated vaccine *COVID2023_2024* –2023-2024 COVID-19 vaccine *UNSPECIFIED* – unknown manufacturer
Dose10Date	Conditionally required.	MM/DD/YYYY Must be > dose9Date	Datetime	Tenth dose vaccination date
Dose10Mfg	Conditionally required. 2024-2025 Updated	COVID2024_2025 COVID2023_2024 UNSPECIFIED	Character (15)	Tenth dose vaccine manufacturer name *COVID2024_2025* –2024-2025 updated *COVID2023_2024* –2023-2024 COVID-19

	COVID-19 vaccine can only be selected if corresponding dose date is on or after 9/2/2024. 2023-2024 COVID-19 vaccine can only be selected if corresponding dose date is between 9/13/2023-9/1/2024. Unspecified manufacturer can only be selected if corresponding dose date is on or after 1/1/2024.			vaccine *UNSPECIFIED* – unknown manufacturer
dose1NDC	Optional	-	Character (30)	Dose 1 vaccine NDC number
dose1Lot	Optional	-	Character (30)	Dose 1 vaccine Lot number
dose1ExpDate	Optional	MM/DD/YYYY	Datetime	Dose 1 vaccine expiration date
dose2NDC	Optional	-	Character (30)	Dose 2 vaccine NDC number
dose2Lot	Optional	-	Character (30)	Dose 2 vaccine Lot number
dose2ExpDate	Optional	MM/DD/YYYY	Datetime	Dose 2 vaccine expiration date
dose3NDC (addtldosendc)	Optional	-	Character (30)	Third dose vaccine NDC number
dose3Lot (addtldoselot)	Optional	-	Character (30)	Third dose vaccine Lot number
dose3ExpDate (addtldoseexpdate)	Optional	MM/DD/YYYY	Datetime	Third dose vaccine expiration date

dose4ndc (boostdose2ndc)	Optional	-	Character (30)	Fourth dose vaccine NDC number
dose4lot (boostdose2lot)	Optional	-	Character (30)	Fourth dose vaccine Lot number
dose4expdate (boostdose2expdate)	Optional	MM/DD/YYYY	Datetime	Fourth dose expiration date
dose5ndc (boostdose3ndc)	Optional	-	Character (30)	Fifth dose vaccine NDC number
dose5lot (boostdose3lot)	Optional	-	Character (30)	Fifth dose vaccine Lot number
dose5expdate (boostdose3expdate)	Optional	MM/DD/YYYY	Datetime	Fifth dose vaccine expiration date
dose6ndc (boostdose4ndc)	Optional	-	Character (30)	Sixth dose vaccine NDC number
dose6lot (boostdose4lot)	Optional	-	Character (30)	Sixth dose vaccine Lot number
dose6expdate (boostdose4expdate)	Optional	MM/DD/YYYY	Datetime	Sixth dose vaccine expiration date
dose7ndc (boostdose5ndc)	Optional	-	Character (30)	Seventh dose vaccine NDC number
dose7lot (boostdose5lot)	Optional	-	Character (30)	Seventh dose vaccine Lot number
dose7expdate (boostdose5expdate)	Optional	MM/DD/YYYY	Datetime	Seventh dose vaccine expiration date
dose8ndc	Optional	-	Character (30)	Eighth dose vaccine NDC number
dose8lot	Optional	-	Character (30)	Eighth dose vaccine Lot number
dose8expdate	Optional	MM/DD/YYYY	Datetime	Eighth dose vaccine expiration date
dose9ndc	Optional	-	Character (30)	Ninth dose vaccine NDC number
dose9lot	Optional	-	Character (30)	Ninth dose vaccine Lot number
dose9expdate	Optional	MM/DD/YYYY	Datetime	Ninth dose vaccine expiration date
dose10ndc	Optional	-	Character (30)	Tenth dose vaccine NDC number
dose10lot	Optional	-	Character (30)	Tenth dose vaccine Lot number
dose10expdate	Optional	MM/DD/YYYY	Datetime	Tenth dose vaccine expiration date
vaccElsewhere	Optional	Y N	Character (1)	Vaccinated at another location? Y – Yes N – No
vaccEdDate	Optional	MM/DD/YYYY	Datetime	Vaccination Education Provided - date

comment	Optional	-	Character (2000)	Comments