



**SUPERIOR HEALTH**  
Quality Alliance

# Nursing Home Leadership COVID-19 Roundtable

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WISCONSIN DEPARTMENT  
*of* HEALTH SERVICES

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# NHSN Reporting Tips

Superior Health Quality Alliance  
Nursing Home Leadership  
COVID-19 Roundtable

February 9, 2022

# Disclaimer

- The information presented here is my best understanding of NHSN reporting guidelines and processes.
- For official guidance on specific questions or NHSN reporting issues, contact the NHSN help desk at [NHSN@cdc.gov](mailto:NHSN@cdc.gov).

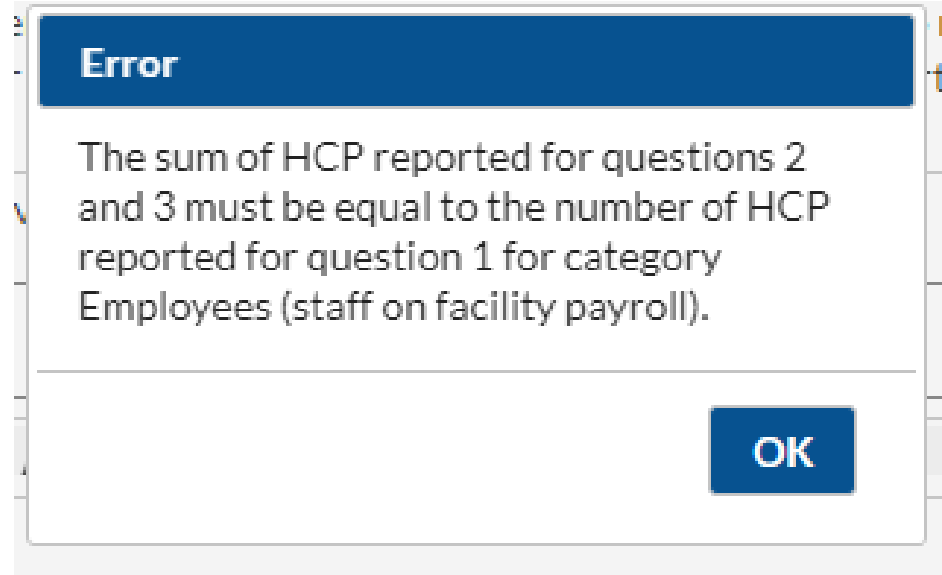
# Overview

- Review of common COVID-19 vaccination reporting issues
- Overview of booster dose reporting
- Importance of routine NHSN maintenance
- Q&A

# COVID-19 Vaccination Reporting: Common Questions and Issues

## Error message regarding employee counts not summing correctly

Individuals in each employee category in Question 1 must be accounted for in responses to Questions 2 and 3.



# COVID-19 Vaccination Reporting: Common Questions and Issues

Each individual included in Question 1 will fit into **one** of the below categories:

- Partially vaccinated (included in Question 2.1 or 2.3)
- Completed a primary vaccine series (2.2, 2.4, 2.5, or 2.99)
- Medical contraindication or exclusion to COVID-19 vaccine (3.1)
- Offered but declined COVID-19 vaccine (3.2)
- Unknown COVID-19 vaccination status (3.3)

# COVID-19 Vaccination Reporting: Common Questions and Issues

## “Any completed COVID-19 vaccine series” calculation

- Auto-filled total is **not** the sum of 2.1 through 2.5.
- Total includes only fully vaccinated individuals.
- When checking your math, be sure to account for partially vaccinated individuals in 2.1 and 2.3.

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

Date Created:

\* Facility ID: 30203 \* Vaccination type: COVID19 Facility C

\* Week of Data Collection: 01/31/2022 - 02/06/2022 \* Date Last Modified:

	Cumulative Vaccination Coverage		
	Healthcare P		Employee HCP
	* All Core HCP (Total) <sup>a</sup>	* All HCP (Total) <sup>b</sup>	* Employees (staff on facility payroll) <sup>c</sup>
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	100	100	100
2. * <b>Cumulative</b> number of HCP in Question #1 who have received COVID-19 vaccine(s) at this facility or elsewhere			
Add vaccine: JANSSEN - Janssen COVID-19 vaccine			
2.1 * Only dose 1 of Pfizer-BioNTech COVID-19 vaccine	5	5	5
2.2 * Dose 1 and dose 2 of Pfizer-BioNTech COVID-19 vaccine	30	30	30
2.3 * Only dose 1 of Moderna COVID-19 vaccine	5	5	5
2.4 * Dose 1 and dose 2 of Moderna COVID-19 vaccine	30	30	30
2.5 * Dose of Janssen COVID-19 vaccine	10	10	10
* Any completed COVID-19 vaccine series	70	70	70

# COVID-19 Vaccination Reporting: Common Questions and Issues

## Error message: “Null: Vaccine manufacturer not specified”

- Error may appear when **editing previously entered data** about doses of vaccine received (Questions 2 and 5).
- If it appears: Clear all data for that item by clicking on trash can icons next to the item numbers.
- Select each manufacturer from drop-down menu and re-enter information for that manufacturer.

2. * Cumulative number of HCP in Question #1 who have received COVID-19 vaccine		
Add vaccine: JANSSEN - Janssen COVID-19 vaccine		
2.1	* Only dose 1 of Pfizer-BioNTech COVID-19 vaccine	10
2.2	* Dose 1 and dose 2 of Pfizer-BioNTech COVID-19 vaccine	0
2.3	* Only dose 1 of Moderna COVID-19 vaccine	
2.4	* Dose 1 and dose 2 of Moderna COVID-19 vaccine	
2.5	* Dose of Janssen COVID-19 vaccine	
* Any completed COVID-19 vaccine series		0



# Reporting on Additional and Booster Doses

**Question 4.** Number of HCP or residents **eligible to receive** an additional dose or booster of COVID-19 vaccine

**UPDATE:** Per NHSN training on 2.3.22, Question 4 regarding the number of individuals who are **eligible** to receive an additional or booster dose of COVID-19 vaccine **will be removed as of mid-February.**

# Reporting on Additional and Booster Doses

**Question 5.** Number of HCP or residents **who have received** an additional dose or booster of COVID-19 vaccine at this facility or elsewhere since August 2021.

- Include HCP or residents in Question #4 who have received an additional or booster dose at the time you are reporting.
- Include all doses received to date.
- It may be helpful to think of this as reporting on the **current vaccination status** of staff and residents at the time you are reporting.

5. \* Cumulative number of HCP in Question #4 who have received an additional dose or booster of COVID-19 vaccine at this facility or elsewhere since August 2021 :

\*Any

Additional dose  
or booster of  
COVID-19  
vaccine series

PFIZBION3 - Additional dose or booster of Pfizer-BioNTech COVID-19 vaccine  
MODERNA3 - Additional dose or booster of Moderna COVID-19 vaccine  
JANSSEN2 - Additional dose or booster of Janssen COVID-19 vaccine  
UNSPECIFIED2 - Additional dose or booster of unspecified manufacturer

# A note on NHSN's use of "cumulative" terminology

## Pathway reporting:

Report only **new** events since last data entry.

Resident Impact and Facility Capacity    Staff and Personnel Impact    Supplies and Personal Protective Equipment

Therapeutics

Date Created:

**Not cumulative reporting**

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 a calendar day during the reporting week.

Facility Capacity

200	ALL BEDS
	*CURRENT CENSUS: Total number of beds that are occupied on the reporting calendar day

## COVID-19 vaccination reporting:

Report on **all** doses received to date.

Flu Vaccine: Residents    Flu Vaccine: HCW    COVID-19 Vaccine: HCW    **COVID-19 Vaccine: Residents**

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

Date Created:

\*Facility ID: 30203    \*Vaccination type: COVID19    Facility CCN #: N/A

\*Week of Data Collection: 01/17/2022 - 01/23/2022    \*Date Last Modified:

Cumulative Vaccination Coverage

- \*Number of residents staying in this facility for at least 1 day during the week of data collection
- \*Cumulative number of residents in Question #1 who have received COVID-19 vaccine(s) at this facility or elsewhere since December 2020

# COVID-19 Reporting: Key Take-Home Messages

- Remember to enter COVID-19 data for the four “pathways” and vaccination for residents and HCP **at least every 7 days**.
- For each data entry, look for the **6 green banners** to know that your data is complete and has been saved.

COVID-19

Click a cell to begin entering data on the day for which counts are reported.

26 December 2021 - 05 February 2022

Sunday	Monday	Tuesday	Wednesday	Thursday
26	27 Resident Staff Supplies	28	29	30
02	03 Resident Staff Supplies Therapeutics	04	05	06
09	10	11	12	13

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 <https://vaers.hhs.gov/reportevent.html>.

27 December 2021 - 06 February 2022

Weekly Vaccination Calendar

12/27/2021 (Monday) - 01/02/2022 (Sunday)
COVID-19: HCW
COVID-19: Residents
01/03/2022 (Monday) - 01/09/2022 (Sunday)
COVID-19: HCW
COVID-19: Residents

# Routine NHSN Maintenance: Your future self will thank you!

## Review who is listed as the Facility Administrator (FA) for your facility.

- Does not need to be actual administrator of facility
- Should be a current NHSN user
- Only FA can add new users, deactivate users, and update user email addresses
- Check who is FA by clicking on FACILITY > FACILITY INFO
- If FA role needs to be changed:
  - Current FA can reassign role to another current user
  - If current FA is no longer there or is unable to log in, submit online form to change role to another person

NHSN - National Healthcare Safety Network

NHSN Home

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

NHSN Logo

- Long Term
- Action Items

COMPLETE

Survey F 20

Customize Forms

**Facility Info**

Add/Edit Component

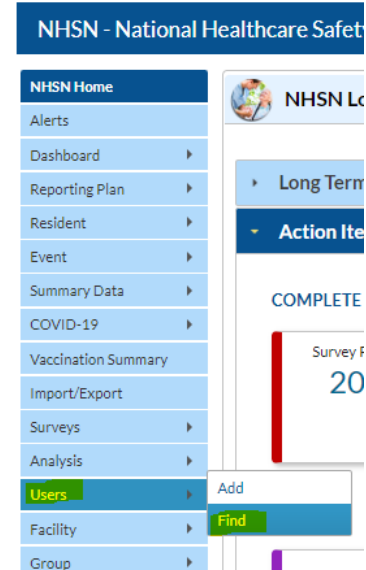
Locations

Direct Enroll

# Routine NHSN Maintenance: Your future self will thank you!

**Be sure you have at least two active NHSN users.**

- To see a list of users, click on **USERS > FIND**, and click **FIND** button.
  - Check that appropriate users are listed as active.
  - Encourage all users to log in periodically to maintain their access.
  - Note: SAMS automatically deactivates users who have not logged in for 12 months.
- Check that users' email addresses are correct.  
Email addresses need to be updated in both SAMS and NHSN.
- To add a new user, the FA can click on **USERS > ADD**.  
This will kick off process for person to get registered with SAMS and NHSN.



# Questions?

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# SUPERIOR HEALTH

## Quality Alliance

This material was prepared by the Superior Health Quality Alliance, a Quality Innovation Network-Quality Improvement Organization 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. 12SOW-MI/MN/WI-NH-22-20 020722