



# Updates to Weekly COVID-19 Vaccination Data Reporting: Long-term Care Facilities

Division of Healthcare Quality Promotion

March 2024

# CMS Reporting Requirements for Long-term Care Facilities

- **Reminder: Facilities can contact CMS with questions about reporting requirements and quality reporting**
  - Long-term care facilities weekly reporting requirement questions:  
[DNH\\_TriageTeam@cms.hhs.gov](mailto:DNH_TriageTeam@cms.hhs.gov)
  - Skilled nursing facilities quality reporting program questions:  
[SNFQualityQuestions@cms.hhs.gov](mailto:SNFQualityQuestions@cms.hhs.gov)

# Objectives

- Review:
  - Up to date definition changes
  - Example scenarios
  - Discuss frequently asked questions
- **Up to date definition changes will be implemented starting with Quarter 2 of 2024 (April 1, 2024)**

**Note: These slides will be posted to the NHSN COVID-19 Vaccination website.**

Up to Date Definition Change  
(Quarter 2 - Beginning April 1, 2024)

# Summary Reporting – Up to Date Vaccination Status

- Definition of up to date for NHSN surveillance may change over time!
- Every quarter, facilities should review and use the definitions outlined in the following document:
  - [Understanding Key Terms and Up to Date Vaccination](#)
- Reporting periods for COVID-19 vaccination data
  - Quarter 4 of 2023 (September 25, 2023- December 31, 2023)
  - Quarter 1 of 2024 (January 1 – March 31, 2024)
  - Quarter 2 of 2024 (April 1 – June 30, 2024)
  - Quarter 3 of 2024 (July 1 – September 30, 2024)

# Definition for Up to Date COVID-19 Vaccination Status

- Beginning April 1, 2024 (Q2 2024), residents and healthcare personnel **aged 65 and older** are considered up to date with their COVID-19 vaccinations if they:
  - **Received 2 doses of the updated 2023-2024 COVID-19 vaccine**  
or
  - Received 1 dose of the updated 2023-2024 COVID-19 vaccine within the last four months
- Individuals **under the age of 65** are up to date when they have received 1 dose of the updated 2023-2024 COVID-19 vaccine.

# Weekly COVID-19 Vaccination: Resident Form

Who is considered up to date has changed, but the form has not.

1. * Number of residents staying in this facility for at least 1 day during the week of data collection	<input type="text"/>
2. * <u>Cumulative</u> number of residents in Question #1 who are up to date with COVID-19 vaccines.	<input type="text"/>
Please review the current definition of <u>up to date</u> : Key Terms and Up to Date Vaccination.	
3. * <u>Cumulative</u> number of residents in Question #1 with other conditions:	
3.1 * Medical contraindication to COVID-19 vaccine	<input type="text"/>
3.2 * Offered but declined COVID-19 vaccine	<input type="text"/>
3.3 * Unknown/Other COVID-19 vaccination status	<input type="text"/>

**Note:** The sum of the numbers entered for questions 2 and 3 should equal the total number of individuals entered for question 1.

# Weekly COVID-19 Vaccination: HCP Form

Who is considered up to date has changed, but the form has not.

	Healthcare Personnel (HCP) Categories					
	*All Core HCP <sup>a</sup>	*All HCP <sup>b</sup>	Employee HCP	Non-Employee HCP		
*Employees (staff on facility payroll) <sup>c</sup>			*Licensed independent practitioners: Physicians, advanced practice nurses, & physician assistants <sup>d</sup>	*Adult students/trainees & volunteers <sup>e</sup>	*Other Contract Personnel <sup>f</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	<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 are <u>up to date</u> with COVID-19 vaccine(s).  Please review the current definition of up to date: <a href="#">Key Terms and Up to Date Vaccination</a> .	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3. * <u>Cumulative</u> number of HCP in Question #1 with other conditions:						
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/Other COVID-19 vaccination status	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Note:** The sum of the numbers entered for questions 2 and 3 should equal the total number of individuals entered for question 1.



# Weekly COVID-19 Vaccination: Who should be counted as up to date (question 2)?

- Individuals who are 65 and older and have received 2 doses of updated 2023-2024 COVID-19 vaccine.
- Individuals who are 65 and older and have received 1 dose of the updated 2023-2024 COVID-19 vaccine within the last 4 months.
- Individuals who are under the age of 65 and have received 1 dose of the updated 2023-2024 COVID-19 vaccine.

**Note:** Users should review the [COVID-19 Vaccination Modules: Understanding Key Terms and Up to Date Vaccination](#) document at least once per quarter to check for definition updates.

# Weekly COVID-19 Vaccination: Where should individuals who are not up to date be counted?

- Individuals who are not up to date, regardless of age, are still counted in the following categories for question 3:
  - Question 3.1 \*Medical contraindication to COVID-19 vaccine
  - Question 3.2 \*Offered but declined COVID-19 vaccine
  - Question 3.3 \*Unknown/other COVID-19 vaccination status

**Note:** Users should review the [COVID-19 Vaccination Modules: Understanding Key Terms and Up to Date Vaccination](#) document at least once per quarter to check for definition updates.

# **Up to Date Definition Change Scenarios (Beginning Quarter 2 – April 1, 2024)**

# Is this individual considered up to date with COVID-19 vaccines for Quarter 2, 2024?

- Mary (40 years old) is a nursing home resident who received the updated 2023-2024 COVID-19 vaccine 5 months ago in October 2023.
- Is Mary up to date?

# Is this individual considered up to date with COVID-19 vaccines for Quarter 2, 2024?

- Mary (40 years old) is a nursing home resident who received the updated 2023-2024 COVID-19 vaccine 5 months ago in October 2023.
- Is Mary up to date?
  - Yes. Mary should be counted in **question 2** because she received 1 dose of the updated 2023-2024 COVID-19 vaccine and is under the age of 65.

# Is this individual considered up to date with COVID-19 vaccines for Quarter 2, 2024 for the RIFC Pathway?

- Mary (40 years old) is a nursing home resident who received the updated 2023-2024 COVID-19 vaccine 5 months ago in October 2023. Mary also tested positive for COVID-19 3 days ago.
- Would Mary be counted in the up to date category of the RIFC Pathway?

# Is this individual considered up to date with COVID-19 vaccines for Quarter 2, 2024 for the RIFC Pathway?

- Mary (40 years old) is a nursing home resident who received the updated 2023-2024 COVID-19 vaccine 5 months ago in October 2023. Mary also tested positive for COVID-19 3 days ago.
- Would Mary be counted in the up to date category of the RIFC Pathway?
  - Yes, Mary is up to date because she is under the age of 65 and received the 2023-2024 updated COVID-19 vaccine 14 days or more before the specimen collection date of the newly positive test result.

# Is this individual considered up to date with COVID-19 vaccines for Quarter 2, 2024?

- Steve (65 years old) is a nursing home resident who received the updated 2023-2024 COVID-19 vaccine 5 months ago in October 2023. He has not received a second dose, but he also has not declined.
- Is Steve up to date?



# Is this individual considered up to date with COVID-19 vaccines for Quarter 2, 2024?

- Steve (65 years old) is a nursing home resident who received the updated 2023-2024 COVID-19 vaccine 5 months ago in October 2023. He has not received a second dose, but he also has not declined.
- Is Steve up to date?
  - No. Steve should be counted in **question 3.3. (unknown/other COVID-19 vaccination status)** because he is 65 and it has been over 4 months since he received the updated 2023-2024 COVID-19 vaccine.

## Is this individual considered up to date with COVID-19 vaccines for Quarter 2, 2024 for the RIFC Pathway?

- Steve (65 years old) is a nursing home resident who received the updated 2023-2024 COVID-19 vaccine 5 months ago in October 2023. He has not received a second dose, but he also has not declined. Steve tested positive for COVID-19 last week.
- Would Steve be counted in the up to date category of the RIFC Pathway?

# Is this individual considered up to date with COVID-19 vaccines for Quarter 2, 2024 for the RIFC Pathway?

- Steve (65 years old) is a nursing home resident who received the updated 2023-2024 COVID-19 vaccine 5 months ago in October 2023. He has not received a second dose, but he also has not declined. Steve tested positive for COVID-19 last week.
- Would Steve be counted in the up to date category of the RIFC Pathway?
  - No. Steve would not be included in the up to date count because he is 65 and it has been over 4 months since he received the updated 2023-2024 COVID-19 vaccine.

# Is this individual considered up to date with COVID-19 vaccines for Quarter 2, 2024?

- It has been more than 4 months since Tom (68 years old), a nursing home resident, received his updated 2023-2024 COVID-19 vaccine on November 1, 2023. He says he does not want to receive a 2nd dose of the updated 2023-2024 COVID-19 vaccine.
- Where do we count Tom?

# Is this individual considered up to date with COVID-19 vaccines for Quarter 2, 2024?

- It has been more than 4 months since Tom (68 years old), a nursing home resident, received his updated 2023-2024 COVID-19 vaccine on November 1, 2023. He says he does not want to receive a 2nd dose of the updated 2023-2024 COVID-19 vaccine.
- Where do we count Tom?
  - Tom should be counted in **question 3.2 (offered but declined COVID-19 vaccine)** since he is 68, it has been four months since his initial updated 2023-2024 COVID-19 vaccine, and he declined the 2nd dose of the updated 2023-2024 COVID-19 vaccine.

# Is this individual considered up to date with COVID-19 vaccines for Quarter 2, 2024?

- Laura (75 years old) is a nursing home resident who received the updated 2023-2024 COVID-19 vaccine in September 2023. During the vaccination she had a severe allergic reaction.
- Where do we count Laura?

# Is this individual considered up to date with COVID-19 vaccines for Quarter 2, 2024?

- Laura (75 years old) is a nursing home resident who received the updated 2023-2024 COVID-19 vaccine in September 2023. During the vaccination she had a severe allergic reaction.
- Where do we count Laura?
  - Since it has been over 4 months since Laura received 1 dose of the updated 2023-2024 COVID-19 vaccine and she has a medical contraindication, she should be counted in **question 3.1 (medical contraindication)**.

# Is this individual considered up to date with COVID-19 vaccines for Quarter 2, 2024 for the RIFC Pathway?

- Laura (75 years old) is a nursing home resident who received the updated 2023-2024 COVID-19 vaccine in September 2023. During the vaccination she had a severe allergic reaction. Laura tested positive for COVID-19 yesterday.
- Would Laura be counted in the up to date category of the RIFC Pathway?



# Is this individual considered up to date with COVID-19 vaccines for Quarter 2, 2024 for the RIFC Pathway?

- Laura (75 years old) is a nursing home resident who received the updated 2023-2024 COVID-19 vaccine in September 2023. During the vaccination she had a severe allergic reaction. Laura tested positive for COVID-19 yesterday.
- Would Laura be counted in the up to date category of the RIFC Pathway?
  - No. Laura would not be included in the up to date count because she is 65 and it has been over 4 months since she received the updated 2023-2024 COVID-19 vaccine.

# Is this individual considered up to date with COVID-19 vaccines for Quarter 2, 2024?

- Susan (65 years old), a healthcare worker, received 1 dose of the updated 2023-2024 COVID-19 vaccine on January 11, 2024.
- Is Susan up to date?

# Is this individual considered up to date with COVID-19 vaccines for Quarter 2, 2024?

- Susan (65 years old), a healthcare worker, received 1 dose of the updated 2023-2024 COVID-19 vaccine on January 11, 2024.
- Is Susan up to date?
  - Yes. Susan should be counted in **question 2** because she received the updated 2023-2024 COVID-19 vaccine within the last 4 months.
    - Once 4 months have passed since the Jan 11th dose, she would no longer be UTD until she receives a 2nd updated dose

# Frequently Asked Questions

# When does the new up to date definition take effect?

- Beginning on April 1, 2024 (Q2 2024), the new up to date definition goes into effect. Please refer to [Understanding Key Terms and Up to Date Vaccination](#) document for how to report up to date COVID-19 vaccination data through NHSN.

## Since the PHE ended, do long-term care facilities need to continue reporting COVID-19 vaccination data? If so, how often?

- Yes. Weekly reporting of COVID-19 vaccination data for HCP and residents through the LTCF COVID-19 Vaccination Modules remains a requirement for CMS-certified facilities.
- Please note that COVID-19 vaccination data should continue to be reported weekly for residents and HCP.
- Please direct questions about reporting requirements to CMS.

# If the summary forms have not changed, how do we report up to date vaccination status for individuals who are 65 and older?

- Please apply the new up to date guidance definition **before** entering up to date vaccination data.
- Be careful not to incorrectly over-report the number of residents who are up to date.
  - Residents 65 and older who previously had the updated 2023-2024 COVID-19 vaccine greater than 4 months ago, should NOT be counted as up to date (question #2).
  - Individuals who are not up to date should be counted in question 3.

# When should individuals aged 65 and older get their 2nd dose?

- To remain up to date, individuals aged 65 and older should get their 2nd dose 4 months after their 1st dose.
- If an individual (66) received their first dose of the 2023-2024 updated COVID-19 vaccine on January 1, 2024, they are up to date until May 1, 2024.
  - After May 1, 2024, they are no longer up to date and should receive their 2nd dose of the 2023-2024 updated COVID-19 vaccine.



# Additional Updates and Reminders

# Up to Date: Quarter 2 of 2024 (April 1, 2024 – June 30, 2024)

- Individuals are considered up to date with their COVID-19 vaccines for the purpose of NHSN surveillance if they meet the following criteria:
- **65 years and older** and received 2 doses of the updated 2023-2024 COVID-19 vaccine
- or
- **65 years and older** and received 1 dose of the updated 2023-2024 COVID-19 vaccine in the last 4 months
- **Under the age of 65** and received 1 dose of the updated 2023-2024 COVID-19 vaccine

The Person-level forms apply  
these definitions for you!

# Additional Updates for Person-Level Forms

- To accommodate for the Up to Date definition change
  - Additional columns for Doses 8-10 will be added to LTC Resident Person Level Forms
  - The new columns are only available for 2023-2024 updated COVID-19 Vaccines

# Additional Updates for Forms (Cont.)

- "Staff" tab- Click the tab located on the left-hand side of the navigation bar to add and manage staff information.
- "Hide All" button – Click the button to hide all discharged residents or HCP with end dates within the person-level vaccination forms in NHSN.

The screenshot displays the NHSN interface for the 'Person-Level COVID-19 Vaccination Form - Residents'. On the left, a navigation menu includes 'NHSN Home', 'Alerts', 'Dashboard', 'Reporting Plan', 'Resident', and 'Staff', with 'Staff' highlighted by a red box. The main content area features a header with a globe icon and the title 'Person-Level COVID-19 Vaccination Form - Residents'. Below the header, a row of buttons includes 'Add Row...', 'View Reporting Summary & Submit...', 'Upload CSV...', 'Export CSV...', and 'Hide all discharged residents', with the latter highlighted by a red box. A legend indicates that required fields are marked with a red asterisk (\*) and conditionally required fields with a red double asterisk (\*\*). The table below the legend shows columns for 'Resident identifier \*', 'Resident First Name \*', and 'Resident Last Name \*'.

# Resources

# Resource: The NHSN Website

- [LTCF | COVID-19/Respiratory Pathogens Vaccination | NHSN | CDC](#)

- Training Slides
- Quick Reference Guides
- FAQs
- Data Collection Forms
- .CSV files
- Person-Level Forms

The screenshot shows the NHSN website page for COVID-19/Respiratory Pathogens Vaccination. The page title is "COVID-19/Respiratory Pathogens Vaccination" with a "Print" link below it. A sub-header states: "Long-term care facilities can track weekly vaccination data for residents and healthcare personnel (HCP) through NHSN." Below this is an "On This Page" section with a grid of links: "Announcements", "Protocol", "Training", "Data Collection Forms and Instructions", "Weekly Vaccination Summary Data - CSV Data Import", "Person-Level COVID-19 Vaccination Forms - Instructions and Guidance Documents", "Person-Level COVID-19 Vaccination Data - CSV Data Import", "Resources", and "Retired Quick Reference Guides". On the right side, there are two highlighted boxes: "Nursing Home COVID-19 Vaccination Data Dashboard" and "FAQs on Reporting Vaccination Data".

# Resource: NHSN LTCF COVID-19/Respiratory Pathogens Module Webpage

## Resident Impact and Facility Capacity and Staff and Personnel Impact

- [COVID-19/Respiratory Pathogens Module | LTCF | NHSN | CDC](#)

- Data Collection Forms
- Table of Instructions
- .CSV templates
- .CSV file layout documents
- Training slides

### LTCF COVID-19/Respiratory Pathogens Module

[Print](#)

Facilities eligible to report data to NHSN's LTCF COVID-19/Respiratory Pathogens Module include nursing homes/skilled nursing, Intermediate Care Facilities for individuals with Intellectual disability (ICF/ID), and assisted living facilities.

#### Introduction

##### On This Page

[Enrollment & Data Security](#)

[Group CSV Data Import](#)

[Training](#)

[POC CSV Data Import](#)

[CMS Requirements](#)

[Facility Resources](#)


[Forms & Instructions](#)

[Group Resources](#)

[Facility CSV Data Import](#)

[Nursing Home COVID-19 Data Dashboard](#)

[FAQs about the POC Testing Reporting Tool](#)

 [PDF - 4 MB]

[CDC COVID-19 Info](#)

Get the latest information from the CDC about COVID-19

# Resource: Person-Level COVID-19 Vaccination Forms

All resources: [LTCF](#) | [COVID-19/Respiratory Pathogens Vaccination](#) | [NHSN](#) | [CDC](#)

## Person-Level COVID-19 Vaccination Forms - Instructions and Guidance Documents

INSTRUCTIONS FOR REPORTING PERSON-LEVEL VACCINATION DATA

[Person-Level Group Upload CSV Instructions – LTC](#) [PDF – 985 KB] – May 2023

[Person-Level COVID-19 Vaccination Forms: A How-To Guide](#) [PDF – 1 MB] – June 2023

[1 Pager: NHSN COVID-19 \(Person-Level\) Forms](#) [PDF – 209 KB] – June 2023

[Person-Level Vaccination Form Table of Instructions: Healthcare Personnel](#) [PDF – 340 KB] – January 2024

[Person-Level Vaccination Form Table of Instructions: Residents](#) [PDF – 330 KB] – October 2023

[Quick Reference Guide, Re-Submitting COVID-19 Vaccination Data using the Person-Level Vaccination Forms](#) [PDF – 384 KB] – February 2023

## Person-Level COVID-19 Vaccination Data - CSV Data Import

VARIABLE DESCRIPTION AND FILE LAYOUT FOR RESIDENTS AND HEALTHCARE PERSONNEL OF LONG-TERM CARE FACILITIES (LTCFS)

[Variable description and file layout for residents and healthcare personnel of LTCFs \(11.5\)](#) [PDF – 364 KB] – October 2023

[Variable description and file layout for residents and healthcare personnel of LTCFs \(11.4.1\)](#) [PDF – 208 KB] – June 2023

[Variable description and file layout for person-level vaccination forms](#) [PDF – 213 KB] – October 2022

CSV TEMPLATES AND EXAMPLES FILES FOR RESIDENTS OF LONG-TERM CARE FACILITIES (LTCFS)

[.CSV File Template for LTCF Residents](#) [XLS – 521 B] – June 2023



# Questions or Need Help?

Please use **NHSN-ServiceNow** to submit questions to the NHSN Help Desk. The new portal can be accessed [here](#) and should be used in place of [nhsn@cdc.gov](mailto:nhsn@cdc.gov), [nhsntrain@cdc.gov](mailto:nhsntrain@cdc.gov), and [nhsndua@cdc.gov](mailto:nhsndua@cdc.gov).

For more information, contact CDC  
1-800-CDC-INFO (232-4636)  
TTY: 1-888-232-6348 [www.cdc.gov](http://www.cdc.gov)

The findings and conclusions in this report are those of the authors and do not necessarily represent the official position of the Centers for Disease Control and Prevention.

