

## NHSN Long-term Care Facility (LTCF) COVID-19 Vaccination Module: Groups and Supergroups - Viewing and Uploading COVID-19 Vaccination Reporting Pathway .CSV Data Files

### Description

As part of CDC's ongoing COVID-19 response, long-term care facilities (LTCFs) enrolled in the National Healthcare Safety Network (NHSN) can report data using the LTCF COVID-19 Vaccination Module. Group and supergroup users can import resident and healthcare personnel (HCP) COVID-19 vaccination data on behalf of their member facilities who report to this module. The purpose of this guidance document is to provide important information and instructions for how groups and supergroups can import .CSV files and view summary data in the NHSN LTCF COVID-19 Vaccination Module.

Facilities can be members of several groups in NHSN. These groups can view facility data. Therefore, facilities should decide which group can import .CSV files. If data have been uploaded into NHSN for a facility by one group or supergroup via the .CSV bulk upload, these data can be overwritten by a second group uploading data for the facility at a later time or date. Therefore, NHSN recommends that facilities only grant access to one group/supergroup to upload data on their behalf. Groups or Supergroups can include health departments. It is also important to note that if a facility has entered its own data, it will not be overwritten by a bulk upload by a group/supergroup.

***Facilities choosing to upload their data by working directly with a vendor will need to work with the vendor to provide their NHSN OrgID and establish the process.*** Vendors (e.g., EHR providers, EOC providers, etc.) intending to provide COVID-19 .CSV uploads on behalf of NHSN facilities should submit an inquiry to ***NHSN-ServiceNow***. The new portal can be accessed [here](#) with the subject line "Vendor Support for NHSN COVID-19 Long-term Care Facility (LTCF) Reporting." NHSN will follow up to confirm procedural details as the process may differ by vendor.

Please note: If accessing NHSN through different level of SAMS credentials, the interface will look slightly different as shown below but all functionality related to COVID-19 data reporting are the same.

The screenshot displays the NHSN Long Term Care Facility Component Home Page. At the top, the CDC logo and the text "Centers for Disease Control and Prevention CDC 24/7: Saving Lives. Protecting People™" are visible. Below this is a blue header bar that reads "NHSN - National Healthcare Safety Network". On the left side, there is a vertical menu with the following items: NHSN Home, Alerts, Dashboard, Reporting Plan, Resident, Event, Summary Data, COVID-19/Respiratory Pathogens (highlighted in red with a red arrow pointing to it), Vaccination Summary, Import/Export, Surveys, Analysis, Users, Facility, Group, and Logout. The main content area on the right is titled "NHSN Long Term Care Facility Component Home Page" and contains two sub-sections: "Long Term Care Dashboard" and "Action Items".

## Instructions for Groups and Supergroups: Defining and Conferring Rights

1. **Group** – After logging into an NHSN component, select **Group** from the menu bar and then select **Define Rights**.

The screenshot displays the NHSN Long Term Care Facility Component Home Page. On the left is a vertical navigation menu with the following items: NHSN Home, Dashboard, Reporting Plan, Resident, Event, Summary Data, COVID-19/Respiratory Pathogens, Vaccination Summary, Surveys, Analysis, Users, **Group**, Tools, Logs, and Logout. The 'Group' item is highlighted with a red border. A dropdown menu is open from 'Group', listing: Find Facility, Edit Group Info, Joining Password, Evict Members, Send Email, **Define Rights**, and Rights Acceptance Report. The 'Define Rights' option is also highlighted with a red border. The main content area shows a header for 'NHSN Long Term Care Facility Component Home Page', a confidentiality notice, and an Adobe Reader download link.



- 2. **Group** – After selecting **Define Rights**, the Define Rights options for the component will be displayed. Under General, there are new rights for COVID-19 vaccination data. The new rights allow viewing of COVID-19 Vaccination Module summary data for facilities that are a part of the group. Check **“COVID-19 View Data,”** and **“COVID-19 CSV Data Upload.”** By selecting the **“COVID-19 CSV Data Upload”** option, the group will have the ability to import .CSV data files for facilities who accept the define rights. Select **Save** at the bottom of the page to define the additional rights.

**Define Rights-Long Term Care**

! Please select the rights that facilities joining "RL Test Group" will confer

**General**

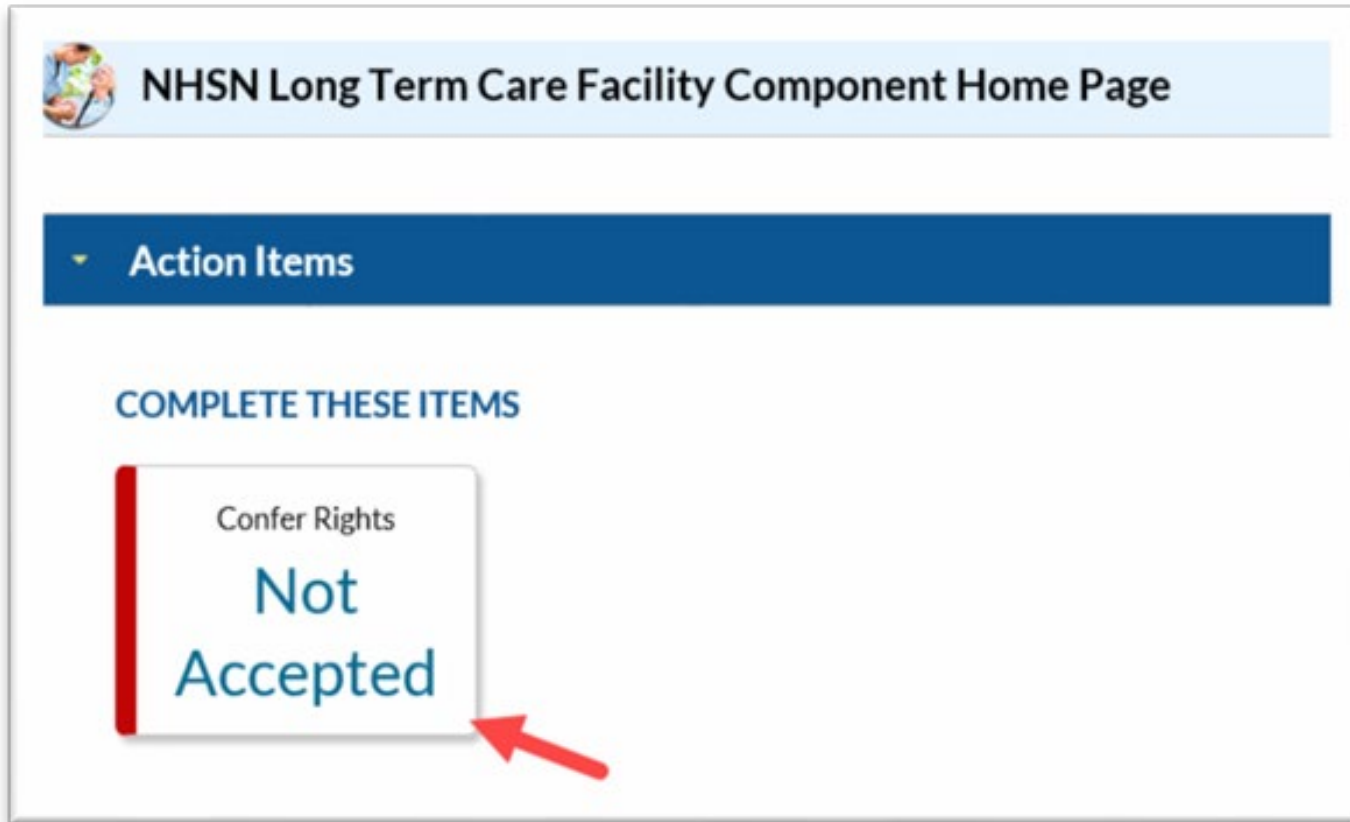
View Options

Resident


- Monthly Reporting Plan
- Long Term Care Annual Facility Survey
- Data Analysis
- Facility Information
- COVID-19 View Data
- COVID-19 CSV Data Upload
- COVID-19 Point of Care Test Data - View All Data
- Person-Level COVID-19 View Data
- Person-Level COVID-19 CSV Data Upload (For data starting January 2023)




3. **Group** – The **Facility** group member will need to confer rights (accept the newly defined right(s)) by clicking on **Confer Rights Not Accepted** under **Action Items**.



- 4. **Group** – The **Facility** will see a **Confer Rights Not Accepted List**. From the list, select the group for which the facility would like to view the new **Defined Rights**.



### Confer Rights Not Accepted List

 Define rights have been changed affecting the Groups below. You may accept new rights or leave the groups. Click the Group Name to view and accept new rights.

Name ↕	Group ID	Status	Status Date
<a href="#">Group</a>	10596	Not Accepted	Dec 29 2023 4:42PM

5. **Group** –The group will have added defined COVID-19 Rights if the boxes next to “**COVID-19 View Data**” and “**COVID-19 CSV Data Upload**” are checked. The **Facility** may select “**Accept**” at the bottom of the page to save the newly conferred rights. The **Facility** must accept the newly defined rights for its data to be viewable to the group and to allow the group to upload COVID-19 vaccination data on behalf of the **facility**.

**Confer Rights-Long Term Care**

! Please review the data rights that "RL Test Group" is requesting from your facility:  
- Verify locations  
- Press "accept" button to confer rights or [review current rights before accepting new rights](#)

**General**

View Options

Resident  With All Identifiers

- Monthly Reporting Plan
- Long Term Care Annual Facility Survey
- Data Analysis
- Facility Information
- COVID-19 View Data
- COVID-19 CSV Data Upload
- COVID-19 Point of Care Test Data - View All Data
- Person-Level COVID-19 View Data
- Person-Level COVID-19 CSV Data Upload (For data starting January 2023)

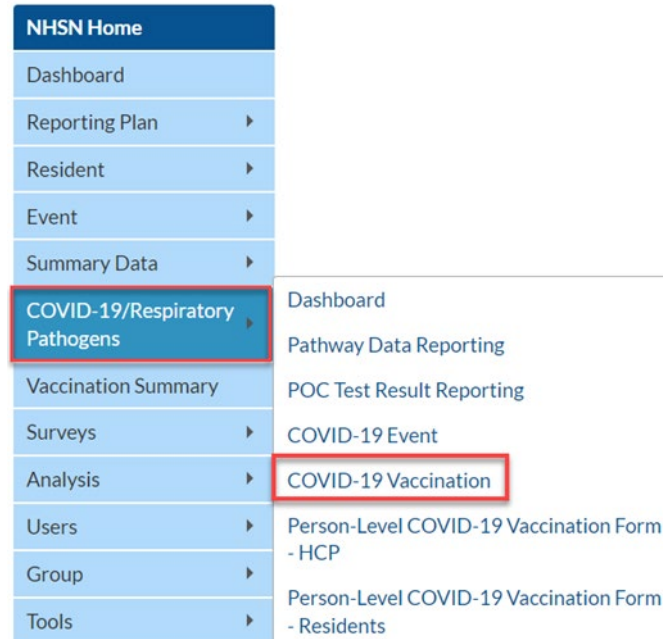
**Accept** **Back**



## Instructions to Upload and Export .CSV Files for both Group and Supergroup Users

1. **Group/Supergroup** – Hover to the “COVID-19/Respiratory Pathogens” tab from the menu bar and then click on the “COVID-19 Vaccination” tab.

A list of facilities in your group or supergroup that have entered COVID-19 vaccination data by month and year will be displayed. Select the Facility ID/Month to view the data for that month. (All data in screenshots are for illustration only).





**Vaccination Summary Data**

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Facility ID	Facility Name	Vaccination Type	Month	Year
10563	Rikki's Hospital	COVID19	December	2020
10563	Rikki's Hospital	COVID19	January	2021
10563	Rikki's Hospital	COVID19	February	2021
10563	Rikki's Hospital	COVID19	March	2021
10563	Rikki's Hospital	COVID19	April	2021
10563	Rikki's Hospital	FLU	December	2020
14025	Lola LTCF	COVID19	February	2021
14025	Lola LTCF	COVID19	March	2021
14025	Lola LTCF	COVID19	April	2021

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[Upload CSV...](#)

**COVID-19 Vaccine: Residents**

Facility ID	orgid	vacctype	surweekstart	surweekend	numres	numresmed	numresdec	numresunk	numresconfc19
10563	10563	COVID19	12/14/2020	12/20/2020	200	1	2	2	2
10563	10563	COVID19	12/07/2020	12/13/2020	8	0			
10563	10563	COVID19	12/21/2020	12/27/2020	323	0	1	3	7

- Download Template** –The .CSV templates for COVID-19 Weekly Vaccination Summary Data for Healthcare Personnel and Residents can be found at the NHSN COVID-19/Respiratory Pathogens Vaccination webpage: [https://www.cdc.gov/nhsn/ltc/weekly-covid-vac/index.html#anchor\\_21687](https://www.cdc.gov/nhsn/ltc/weekly-covid-vac/index.html#anchor_21687). To download the CSV template or example files, please click on the name of the file on the webpage and the download will commence. Please note, these templates only include variables applicable for NHSN version 11.4.1 and forward.

**Weekly Vaccination Summary Data - CSV Data Import**

Instructions for Uploading Data

COVID-19 CSV Materials

[Uploading Group COVID-19 .CSV Data Files \(11.4.1\)](#) [PDF - 773 KB] - June 2023

[Uploading Group COVID-19 .CSV Data Files \(10.1.3\)](#) [PDF - 939 KB] - May 2022

[Uploading Group COVID-19 .CSV Data Files \(10.1.1\)](#) [PDF - 1 MB] - February 2022

[Uploading Group COVID-19 .CSV Data Files \(Pre 10.0\)](#) [PDF - 1 MB] - August 2021

Influenza/RSV CSV Materials

[Uploading Group Influenza/RSV .CSV Data Files \(11.5\)](#) [PDF - 625 KB] - October 2023

**Templates and Example Files for Residents of Long-term Care Facilities (LTCFs)**

COVID-19 CSV Materials

[Example CVS File \(11.4.1\)](#) [XLS - 152 B] - June 2023

[CVS File Template \(11.4.1\)](#) [XLS - 103 B] - June 2023

[CSV File Template \(10.1.3\)](#) [XLS - 177 B] - May 2022

[Example CSV File \(10.1.3\)](#) [XLS - 243 B] - May 2022

[CSV File Template \(10.1.1\)](#) [CSV - 2 KB] - February 2022

[Example CSV File \(10.1.1\)](#) [CSV - 2 KB] - February 2022

Influenza/RSV CSV Materials

[CSV File Template](#) [CSV - 141 Bytes] - October 2023

[Example CSV File Template](#) [CSV - 180 Bytes] - October 2023

**Templates and Example Files for Healthcare Personnel of Long-term Care Facilities (LTCFs)**

[CVS File Template \(11.4.1\)](#) [XLS - 534 B] - January 2024

[Example CVS File \(11.4.1\)](#) [XLS - 858 B] - January 2024

[CVS File Template \(11.4.1\)](#) [XLS - 15 KB] - June 2023

[Example CVS File \(11.4.1\)](#) [XLS - 17 KB] - June 2023

[CSV File Template \(10.1.3\)](#) [XLS - 442 B] - May 2022

[Example CSV File \(10.1.3\)](#) [XLS - 559 B] - May 2022

[CSV File Template \(10.1.1\)](#) [CSV - 3 KB] - February 2022

[Example CSV File \(10.1.1\)](#) [CSV - 3 KB] - February 2022



3. **Enter Data** – Using the provided .CSV templates for LTCF resident and LTCF healthcare personnel data, populate each variable with the appropriate data. Multiple facilities (those that are a part of the group and have conferred rights) may be included. A valid facility identifier is required. After entering all data, save each file to upload the .CSV file in NHSN.

For complete information on the variables included on the .CSV templates, refer to the tables at end of this document (“**Table 1: NHSN Resident COVID-19 Vaccination Data Import File Format**” and “**Table 2: NHSN Healthcare Personnel COVID-19 Vaccination Data Import File Format**”). Example .CSV files that include test data in required fields is available for download from the NHSN COVID-19/Respiratory Pathogens Vaccination webpage, under the **Weekly Vaccination Summary Data – CSV Data Import** section: [https://www.cdc.gov/nhsn/ltc/weekly-covid-vac/index.html#anchor\\_21687](https://www.cdc.gov/nhsn/ltc/weekly-covid-vac/index.html#anchor_21687).

4. **Upload .CSV** – To upload the completed .CSV file, select the “**COVID-19/Respiratory Pathogens**” tab from the menu bar. Next, select the “**COVID-19 Vaccination**” tab. A list of facilities by month and year will be displayed. Click on the “**Upload CSV**” button located at the bottom of the page. A prompt will appear where a file must be provided for submission. Browse for the file location and then click “**Upload CSV**” to begin the import.

**NHSN - National Healthcare Safety Network** (ltcf1201-5bb7d5df54-c9z7d:80)

**Vaccination Summary Data**

Facility ID	Facility Name	Vaccination Type	Month	Year
11083	LTC_Joseph -333	COVID19	December	2020
11083	LTC_Joseph -333	COVID19	September	2021
11083	LTC_Joseph -333	COVID19	October	2021
		COVID19	January	2022
		COVID19	February	2022
		COVID19	March	2022
		COVID19	April	2022
		COVID19	May	2022
		COVID19	September	2022
		COVID19	October	2022

**NHSN - National Healthcare Safety Network** (ltcf1201-5bb7d5df54-c9z7d:80)

**Vaccination Summary**

**Upload CSV file**

Please select a CSV file containing either:

- COVID-19 Vaccine: Resident Data
- COVID-19 Vaccine: HCP Data
- Flu/RSV Vaccine: Resident Data

**Choose File** No file chosen

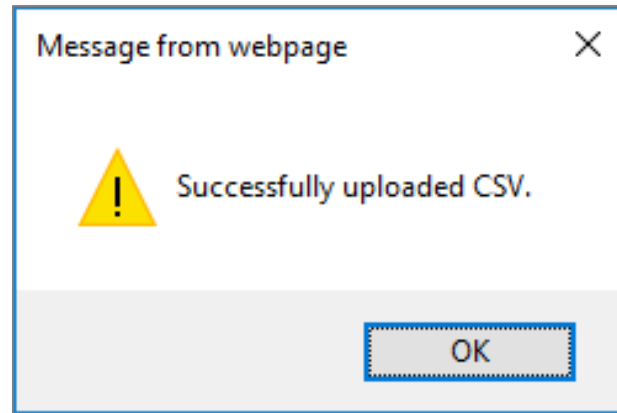
By uploading these data in NHSN, facilities are agreeing to the following:  
 1) The data reported are consistent with definitions outlined in NHSN surveillance protocols (including tables of instructions and frequently asked questions).  
 2) The data will be sent to the Centers for Medicare and Medicaid Services (CMS) to fulfill CMS quality reporting requirements (when applicable).

**Upload CSV** **Cancel**

**1** **2** **3**



5. **View Data** – A message that indicates the upload was successful will be generated. The Vaccination Module will automatically populate the uploaded data. Users can then select a facility for which data were added to view the record.



If errors are found during upload, please review the error messages, and refer to the tables at the end of this document (“**Table 1: NHSN Resident COVID-19 Vaccination Data Import File Format**” and “**Table 2: NHSN Healthcare Personnel COVID-19 Vaccination Data Import File Format**”) for complete information on the variables included in the .CSV templates. Questions can be submitted to **NHSN-ServiceNow**. The new portal can be accessed [here](#) with “Weekly COVID-19 Reporting CSV upload” in the subject line.

5. **View and Export Line List Data Reports** – Users are encouraged to utilize the analysis and reporting functionality built within NHSN to view and export line list data reports for COVID-19 vaccination data for healthcare personnel and residents. For more information, view our **How to Run COVID-19 Vaccination Data Reports for Long-Term Care Facilities for Weeks Post June 2023** document, available under the ‘**Resources**’ section of NHSN’s COVID-19/Respiratory Pathogens Vaccination webpage: [https://www.cdc.gov/nhsn/ltc/weekly-covid-vac/index.html#anchor\\_21689](https://www.cdc.gov/nhsn/ltc/weekly-covid-vac/index.html#anchor_21689)

## Group - Importing via .csv file - *COVID-19 Weekly Vaccination Summary – Residents* LTC Component - NHSN release **11.4.1** (June 2023)

**Table 1: NHSN Resident COVID-19 Vaccination Data Import File Format – V1 JAN 2024**

Field	Requirement	Values	Format <sup>†</sup>	Description of Field
orgid	<b>Required</b>	-	-	Must be a valid NHSN Facility ID (organization identifier)
vacctype	<b>Required</b>	COVID19	-	Vaccination Type
survweekstart	<b>Required</b>	MM/DD/YYYY (Monday through Sunday reporting)	-	Week of data collection, start date (date must be a Monday; must be no later than current date)
survweekend	<b>Required</b>	MM/DD/YYYY (Monday through <b>Sunday</b> reporting)	-	Week of data collection, end date (date must be a Sunday; must be no later than current date)
numres	<b>Required</b>	0 – 3000  Must be ≤ 3,000  AND = sum of (totResUpToDate + numResMedUTD + numResDecUTD + numResUnkUTD)	Must be a whole number	Number of residents staying in this facility for at least 1 day during the week of data collection
totResUpToDate	<b>Required</b>	Must be ≤ numres	Must be a whole number	Cumulative number of residents from numres that are up to date
numresmedUTD	<b>Required</b>	Must be ≤ numres	Must be a whole number	Cumulative number of residents, from numres, with a medical contraindication reason to not receive the latest COVID-19 vaccine needed to be considered up to date
numresdecUTD	<b>Required</b>	Must be ≤ numres	Must be a whole number	Cumulative number of residents, from numres, who were offered but declined to receive the latest COVID-19 vaccine needed to be considered up to date



Field	Requirement	Values	Format <sup>†</sup>	Description of Field
numresunkUTD	<b>Required</b>	Must be <= numres	Must be a whole number	Cumulative number of residents, from numres, with an unknown COVID-19 vaccination status resulting in not being up to date

## Group – Importing via .csv file - *COVID-19 Weekly Vaccination Summary – Healthcare Personnel* - LTC Component - NHSN release **11.4.1 (JAN 2024)**

Table 2: NHSN Healthcare Personnel COVID-19 **Vaccination Data** Import File Format

Note that this table includes variables required to submit data for the reporting period of **06/26/2023-12/31/2023** & the reporting period beginning **01/01/2024**. Please pay close attention the column “requirement” to differentiate.

Field	Requirement	Values	Format <sup>†</sup>	Description of Field
orgid	<b>Required</b>	–	–	Must be a valid NHSN Facility ID (organization identifier)
summaryType	<b>Required</b>	VACCSUMWK	Character(12)	
vacctype	<b>Required</b>	COVID19	–	Vaccination Type
survweekstart	<b>Required</b>	MM/DD/YYYY ( <b>Monday</b> through Sunday reporting)	–	Week of data collection, start date  (Date must be a Monday; must be no later than current date)
survweekend	<b>Required</b>	MM/DD/YYYY (Monday through <b>Sunday</b> reporting)	–	Week of data collection, end date  (Date must be a Sunday; must be no later than current date)
numEmpHCP	<b>Required</b>	For survWeekEnd through 6/25/23: Must = (totEmpVacc + totEmpPartial + numEmpMed + numEmpDec + numEmpUnk)  For survWeekEnd 7/2/23 through 12/31/23:	Must be a whole number	Number of employee HCP that were eligible to have worked at this healthcare facility for at least 1 day during the week of data collection



Field	Requirement	Values	Format <sup>†</sup>	Description of Field
		<p>Must = (totEmpVacc + numEmpMed + numEmpDec + numEmpUnk)</p> <p>For survWeekEnd &gt; 12/31/23: Must = (totEmpUpToDate + numEmpMedUpToDate + numEmpDecUpToDate + numEmpUnkUpToDate)</p> <p>AND</p> <p>Sum of numEmpHCP, numLIPHCP, numVolHCP, and numOCPHCP must be &lt;= 50,000</p>		
numLIPHCP	<b>Required</b>	<p>For survWeekEnd through 6/25/23: Must = (totLIPVacc + totLIPPartial + numLIPMed + numLIPDec + numLUPUnk)</p> <p>For survWeekEnd 7/2/23 through 12/31/23: Must = (totLIPVacc + numLIPMed + numLIPDec + numLUPUnk)</p> <p>For survWeekEnd &gt; 12/31/23: Must = (totLIPUpToDate + numLIPMedUpToDate + numLIPDecUpToDate + numLIPUnkUpToDate)</p> <p>AND</p> <p>Sum of numEmpHCP, numLIPHCP, numVolHCP, and numOCPHCP must be &lt;= 50,000</p>	Must be a whole number	Number of licensed independent practitioner HCP that were eligible to have worked at this healthcare facility for at least 1 day during the week of data collection
numVolHCP	<b>Required</b>	<p>For survWeekEnd through 6/25/23: Must = (totVolVacc + totVolPartial + numVolMed + numVolDec + numVolUnk)</p> <p>For survWeekEnd 7/2/23 through 12/31/23:</p>	Must be a whole number	Number of adult student/trainee and volunteer HCP that were eligible to have worked at this healthcare facility for at least 1 day during the week of data collection





Field	Requirement	Values	Format <sup>†</sup>	Description of Field
		<p>Must = (totVolVacc + numVolMed + numVolDec + numVolUnk)</p> <p>For survWeekEnd &gt; 12/31/23: Must = (totVolUpToDate + numVolMedUpToDate + numVolDecUpToDate + numVolUnkUpToDate)</p> <p>AND</p> <p>Sum of numEmpHCP, numLIPHCP, numVolHCP, and numOCPHCP must be &lt;= 50,000</p>		
numOCPHCP	<b>Required</b>	<p>For survWeekEnd through 6/25/23: Must = (totOCPVacc + totOCPPartial + numOCPMed + numOCPDec + numOCPUnk)</p> <p>For survWeekEnd 7/2/23 through 12/31/23: Must = (totOCPVacc + numOCPMed + numOCPDec + numOCPUnk)</p> <p>For survWeekEnd &gt; 12/31/23: Must = (totOCPUpToDate + numOCPMedUpToDate + numOCPDecUpToDate + numOCPUnkUpToDate)</p> <p>AND</p> <p>Sum of numEmpHCP, numLIPHCP, numVolHCP, and numOCPHCP must be &lt;= 50,000</p>	Must be a whole number	Number of other contract personnel that were eligible to have worked at this healthcare facility for at least 1 day during the week of data collection.
numEmpMedUpToDate	<b>Required</b> Variable required beginning with reporting week 01/01/2024-01/07/2024	Must be <= numEmpHCP	Must be a whole number	Cumulative number of employee HCP with a medical contraindication reason to not receive the latest COVID-19 vaccine needed to be considered up to date
numLIPMedUpToDate	<b>Required</b> Variable required beginning	Must be <= numLIPHCP	Must be a whole number	Cumulative number of licensed independent practitioner HCP with a medical contraindication



Field	Requirement	Values	Format <sup>†</sup>	Description of Field
	with reporting week 01/01/2024-01/07/2024			reason to not receive the latest COVID-19 vaccine needed to be considered up to date
numVolMedUpToDate	<b>Required</b> Variable required beginning with reporting week 01/01/2024-01/07/2024	Must be <= numVolHCP	Must be a whole number	Cumulative number of adult student/trainee & volunteer HCP with a medical contraindication reason to not receive the latest COVID-19 vaccine needed to be considered up to date
numOCPMedUpToDate	<b>Required</b> Variable required beginning with reporting week 01/01/2024-01/07/2024	Must be <= numOCPHCP	Must be a whole number	Cumulative number of other contract personnel with a medical contraindication reason to not receive the latest COVID-19 vaccine needed to be considered up to date
numEmpDecUpToDate	<b>Required</b> Variable required beginning with reporting week 01/01/2024-01/07/2024	Must be <= numEmpHCP	Must be a whole number	Cumulative number of employee HCP who were offered but declined the latest COVID-19 vaccine needed to be considered up to date
numLIPDecUpToDate	<b>Required</b> Variable required beginning with reporting week 01/01/2024-01/07/2024	Must be <= numLIPHCP	Must be a whole number	Cumulative number of licensed independent practitioner HCP who were offered but declined the latest COVID-19 vaccine needed to be considered up to date
numVolDecUpToDate	<b>Required</b> Variable required beginning with reporting week 01/01/2024-01/07/2024	Must be <= numVolHCP	Must be a whole number	Cumulative number of adult student/trainee and volunteer HCP who were offered but declined the latest COVID-19 vaccine needed to be considered up to date
numOCPDecUpToDate	<b>Required</b> Variable required beginning with reporting week 01/01/2024-01/07/2024	Must be <= numOCPHCP	Must be a whole number	Cumulative number of other contract personnel who were offered but declined the latest COVID-19 vaccine needed to be considered up to date
numEmpUnkUpToDate	<b>Required</b> Variable required beginning with reporting week 01/01/2024-01/07/2024	Must be <= numEmpHCP	Must be a whole number	Cumulative number of employee HCP with an unknown COVID-19 vaccination status resulting in not being up to date
numLIPUnkUpToDate	<b>Required</b> Variable required beginning with reporting week	Must be <= numLIPHCP	Must be a whole number	Cumulative number of licensed independent practitioner HCP with an unknown COVID-19 vaccination status resulting in not being up to date



Field	Requirement	Values	Format <sup>†</sup>	Description of Field
	01/01/2024-01/07/2024			
numVolUnkUpToDate	<b>Required</b> Variable required beginning with reporting week 01/01/2024-01/07/2024	Must be <= numVolHCP	Must be a whole number	Cumulative number of adult student/trainee & volunteer HCP with an unknown COVID-19 vaccination status resulting in not being up to date
numOCPUnkUpToDate	<b>Required</b> Variable required beginning with reporting week 01/01/2024-01/07/2024	Must be <= numOCPHCP	Must be a whole number	Cumulative number of other contract personnel with an unknown COVID-19 vaccination status resulting in not being up to date
totEmpUpToDate	<b>Required</b>	Must be <=numEmpHCP	Must be a whole number	Cumulative number of employee HCP with up to date vaccination status
totLIPUpToDate	<b>Required</b>	Must be <=numLIPHCP	Must be a whole number	Cumulative number of licensed independent practitioner HCP with up to date vaccination status
totVolUpToDate	<b>Required</b>	Must be <=numVolHCP	Must be a whole number	Cumulative number of adult student/trainee & volunteer HCP with up to date vaccination status
totOCPUpToDate	<b>Required</b>	Must be <=numOCPHCP	Must be a whole number	Cumulative number of other contract personnel with up to date vaccination status
numEmpMed	<b>Required</b> Variable required for reporting weeks prior to 01/01/2024	Must be <= numEmpHCP	Must be a whole number	Cumulative number of employee HCP with a medical contraindication reason to not receive a complete primary COVID-19 vaccine series
numLIPMed	<b>Required</b> Variable required for reporting weeks prior to 01/01/2024	Must be <= numLIPHCP	Must be a whole number	Cumulative number of licensed independent practitioner HCP with a medical contraindication reason to not receive a complete primary COVID-19 vaccine series
numVolMed	<b>Required</b> Variable required for reporting weeks prior to 01/01/2024	Must be <= numVolHCP	Must be a whole number	Cumulative number of adult student/trainee & volunteer HCP with a medical contraindication reason to not receive a complete primary COVID-19 vaccine series
numOCPMed	<b>Required</b> Variable required for reporting weeks prior to 01/01/2024	Must be <= numOCPHCP	Must be a whole number	Cumulative number of other contract personnel with a medical contraindication reason to not receive a complete primary COVID-19 vaccine series
numEmpDec	<b>Required</b> Variable required for reporting weeks prior to	Must be <= numEmpHCP	Must be a whole number	Cumulative number of employee HCP who were offered but declined a COVID-19 vaccine needed to



Field	Requirement	Values	Format <sup>†</sup>	Description of Field
	01/01/2024			complete a primary COVID-19 vaccine series
numLIPDec	<b>Required</b> Variable required for reporting weeks prior to 01/01/2024	Must be <= numLIPHCP	Must be a whole number	Cumulative number of licensed independent practitioner HCP who were offered but declined a COVID-19 vaccine needed to complete a primary COVID-19 vaccine series
numVolDec	<b>Required</b> Variable required for reporting weeks prior to 01/01/2024	Must be <= numVolHCP	Must be a whole number	Cumulative number of adult student/trainee and volunteer HCP who were offered but declined a COVID-19 vaccine needed to complete a primary COVID-19 vaccine series
numOCPDec	<b>Required</b> Variable required for reporting weeks prior to 01/01/2024	Must be <= numOCPHCP	Must be a whole number	Cumulative number of other contract personnel HCP who were offered but declined a COVID-19 vaccine needed to complete a primary COVID-19 vaccine series
numEmpUnk	<b>Required</b> Variable required for reporting weeks prior to 01/01/2024	Must be <= numEmpHCP	Must be a whole number	Cumulative number of employee HCP with an unknown COVID-19 vaccination status resulting in not completing a primary COVID-19 vaccine series
numLIPUnk	<b>Required</b> Variable required for reporting weeks prior to 01/01/2024	Must be <= numLIPHCP	Must be a whole number	Cumulative number of licensed independent practitioner HCP with an unknown COVID-19 vaccination status resulting in not completing a primary COVID-19 vaccine series
numVolUnk	<b>Required</b> Variable required for reporting weeks prior to 01/01/2024	Must be <= numVolHCP	Must be a whole number	Cumulative number of adult student/trainee & volunteer HCP with an unknown COVID-19 vaccination status resulting in not completing a primary COVID-19 vaccine series
numOCPUnk	<b>Required</b> Variable required for reporting weeks prior to 01/01/2024	Must be <= numOCPHCP	Must be a whole number	Cumulative number of other contract personnel with an unknown COVID-19 vaccination status resulting in not completing a primary COVID-19 vaccine series
totEmpVacc	<b>Required</b> Variable required for reporting weeks prior to 01/01/2024	Must be <= numEmpHCP	Must be a whole number	Cumulative number of employee HCP, from numEmpHCP, who have received complete primary COVID-19 vaccine series at this facility or elsewhere
totLIPVacc	<b>Required</b> Variable required	Must be <= numLIPHCP	Must be a	Cumulative number of licensed independent



Field	Requirement	Values	Format <sup>†</sup>	Description of Field
	for reporting weeks prior to 01/01/2024		whole number	practitioner HCP, from numLIPHCP, who have received complete primary COVID-19 vaccine series at this facility or elsewhere
totVolVacc	<b>Required</b> Variable required for reporting weeks prior to 01/01/2024	Must be <= numVolHCP	Must be a whole number	Cumulative number of adult student/trainee & volunteer HCP, from numVolHCP, who have received complete primary COVID-19 vaccine series at this facility or elsewhere
totOCPVacc	<b>Required</b> Variable required for reporting weeks prior to 01/01/2024	Must be <= numOCPHCP	Must be a whole number	Cumulative number of other contract personnel, from numOCPHCP, who have received complete primary COVID-19 vaccine series at this facility or elsewhere

