**Assessment of Healthcare Personnel Exposed to or Infected with SARS-CoV-2**

**Denominator Form**

Instructions

**Table A**

1. Record the Facility ID
2. Enter the number of HCP who worked at this healthcare facility for at least 1 day during the CALENDAR month:

* Include all HCP who have worked at the facility for at least 1 day during the calendar month being tracked, regardless of clinical responsibility or patient contact. This includes HCP who were on leave for part of the month or were hired or left employment during the month. Working for any number of hours a day counts as 1 day.
* Include both full-time and part-time persons. If a HCP works in 2 or more facilities, each facility should include the HCP in their denominator. Count HCP as individuals rather than full-time equivalents.
* Licensed practitioners who receive a direct paycheck from the reporting facility, or who are owners of the reporting facility, should be counted as employees.
* The HCP categories are mutually exclusive. Each HCP should be counted only once in the denominator.

1. *(Optional)* Enter the number of COVID-19 patients in the facility during the CALENDAR month:

* These data may be available for some facilities through the National Healthcare Safety Network (NHSN). Many state health departments have access to NHSN data through a group user function
* Report the total number of inpatients with confirmed COVID-19 for the calendar month. Count patients who were hospitalized for any number of days during the month, including patients admitted to the facility before the month being tracked.

**Table B** *(Optional)*

1. Record the Facility ID
2. Enter the number of HCP in each occupation category who worked at this healthcare facility for at least 1 day during the CALENDAR month:

* Include all HCP who have worked at the facility for at least 1 day during the calendar month being tracked, regardless of clinical responsibility or patient contact. This includes HCP who were on leave for part of the month or were hired or left employment during the month. Working for any number of hours a day counts as 1 day.
* Include both full-time and part-time persons. If a HCP works in 2 or more facilities, each facility should include the HCP in their denominator. Count HCP as individuals rather than full-time equivalents.
* Count employees and non-employees within each occupation category.
* The HCP categories are mutually exclusive. Each HCP should be counted only once in the denominator.

1. Enter the total number of shifts worked in the facility for each occupation category during the CALENDAR month.
   * Count employees and non-employees within each occupation category.
2. Enter the total number of hours worked in the facility for each occupation category during the CALENDAR month.
   * Count employees and non-employees within each occupation category.

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| **Table A.** Record the number of healthcare personnel (HCP) for each category below for the full CALENDAR month (e.g., Jun20 = June 2020). | | | | | | | | |
| Facility ID: | | | Comments: | | | | | |
| **Month and year** |  | | | **A.**  **Employee HCP** | **B.**  **Non-Employee HCP** | | | **A+B.**  **Total HCP** |
| Employees (staff on facility payroll) | Licensed independent practitioners: Physicians, advanced practice nurses, & physician assistants | Adult students/  trainees & volunteers | Other contract personnel |
| **May 2020** | 1a. Number of HCP who worked at this healthcare facility for at least 1 day during the month | | |  |  |  |  |  |
| 1b. (*Optional)* Number of COVID-19 patients in the facility: \_\_\_\_\_\_\_ | | |  |  |  |  |  |
| **Jun 2020** | 2a. Number of HCP who worked at this healthcare facility for at least 1 day during the month | | |  |  |  |  |  |
| 2b. (*Optional)* Number of COVID-19 patients in the facility: \_\_\_\_\_\_\_ | | |  |  |  |  |  |
| **Jul 2020** | 3a. Number of HCP who worked at this healthcare facility for at least 1 day during the month | | |  |  |  |  |  |
| 3b. (*Optional)* Number of COVID-19 patients in the facility: \_\_\_\_\_\_\_ | | |  |  |  |  |  |
| **Aug 2020** | 4a. Number of HCP who worked at this healthcare facility for at least 1 day during the month | | |  |  |  |  |  |
| 4b. (*Optional)* Number of COVID-19 patients in the facility: \_\_\_\_\_\_\_ | | |  |  |  |  |  |
| **Sep 2020** | 5a. Number of HCP who worked at this healthcare facility for at least 1 day during the month | | |  |  |  |  |  |
| 5b. (*Optional)* Number of COVID-19 patients in the facility: \_\_\_\_\_\_\_ | | |  |  |  |  |  |
| **Oct 2020** | 6a. Number of HCP who worked at this healthcare facility for at least 1 day during the month | | |  |  |  |  |  |
| 6b. (*Optional)* Number of COVID-19 patients in the facility: \_\_\_\_\_\_\_ | | |  |  |  |  |  |
| **Nov 2020** | 7a. Number of HCP who worked at this healthcare facility for at least 1 day during the month | | |  |  |  |  |  |
| 7b. (*Optional)* Number of COVID-19 patients in the facility: \_\_\_\_\_\_\_ | | |  |  |  |  |  |
| **Table A (con).** Record the number of healthcare personnel (HCP) for each category below for the full CALENDAR month (e.g., Jun20 = June 2020). | | | | | | | | |
| Facility ID: | | Comments: | | | | | | |
| **Month and year** |  | | | **A. Employee HCP** | **B.**  **Non-Employee HCP** | | | **A+B.**  **Total HCP** |
| Employees (staff on facility payroll) | Licensed independent practitioners: Physicians, advanced practice nurses, & physician assistants | Adult students/  trainees & volunteers | Other contract personnel |
| **Dec 2020** | 8a. Number of HCP who worked at this healthcare facility for at least 1 day during the month | | |  |  |  |  |  |
| 8b. (*Optional)* Number of COVID-19 patients in the facility: \_\_\_\_\_\_\_ | | |  |  |  |  |  |
| **Jan 2021** | 9a. Number of HCP who worked at this healthcare facility for at least 1 day during the month | | |  |  |  |  |  |
| 9b. (*Optional)* Number of COVID-19 patients in the facility: \_\_\_\_\_\_\_ | | |  |  |  |  |  |
| **Feb 2021** | 10a. Number of HCP who worked at this healthcare facility for at least 1 day during the month | | |  |  |  |  |  |
| 10b. (*Optional)* Number of COVID-19 patients in the facility: \_\_\_\_\_\_\_ | | |  |  |  |  |  |
| **Mar 2021** | 11a. Number of HCP who worked at this healthcare facility for at least 1 day during the month | | |  |  |  |  |  |
| 11b. (*Optional)* Number of COVID-19 patients in the facility: \_\_\_\_\_\_\_ | | |  |  |  |  |  |
| **Apr 2021** | 12a. Number of HCP who worked at this healthcare facility for at least 1 day during the month | | |  |  |  |  |  |
| 12b. (*Optional)* Number of COVID-19 patients in the facility: \_\_\_\_\_\_\_ | | |  |  |  |  |  |
| **May 2021** | 13a. Number of HCP who worked at this healthcare facility for at least 1 day during the month | | |  |  |  |  |  |
| 13b. (*Optional)* Number of COVID-19 patients in the facility: \_\_\_\_\_\_\_ | | |  |  |  |  |  |
| **Jun 2021** | 14a. Number of HCP who worked at this healthcare facility for at least 1 day during the month | | |  |  |  |  |  |
| 14b. (*Optional)* Number of COVID-19 patients in the facility: \_\_\_\_\_\_\_ | | |  |  |  |  |  |

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| **Table B.** Optional detailed denominator data collection form stratified by occupation category. Record the number of healthcare personnel (HCP) AND/OR total shifts AND/OR total hours worked for each occupation category below for the full CALENDAR month (e.g., Jun20 = June 2020). | | | | | | |
| Facility ID: | | Comments: | | | | |
| **Month and year** | **Denominator variable** | | **Physicians (MD, DO)** | **Nurses (RN, LPN, NP/advanced practice nurses)** | **Other, specify: \_\_\_\_\_\_\_\_\_\_** | **Other, specify: \_\_\_\_\_\_\_\_\_\_** |
| **May 2020** | Number of HCP who worked at this healthcare facility for at least 1 day during the month | |  |  |  |  |
| Total number of shifts worked during the month | |  |  |  |  |
| Total number of hours worked during the month | |  |  |  |  |
| **Jun 2020** | Number of HCP who worked at this healthcare facility for at least 1 day during the month | |  |  |  |  |
| Total number of shifts worked during the month | |  |  |  |  |
| Total number of hours worked during the month | |  |  |  |  |
| **Jul 2020** | Number of HCP who worked at this healthcare facility for at least 1 day during the month | |  |  |  |  |
| Total number of shifts worked during the month | |  |  |  |  |
| Total number of hours worked during the month | |  |  |  |  |
| **Aug 2020** | Number of HCP who worked at this healthcare facility for at least 1 day during the month | |  |  |  |  |
| Total number of shifts worked during the month | |  |  |  |  |
| Total number of hours worked during the month | |  |  |  |  |
| **Sep 2020** | Number of HCP who worked at this healthcare facility for at least 1 day during the month | |  |  |  |  |
| Total number of shifts worked during the month | |  |  |  |  |
| Total number of hours worked during the month | |  |  |  |  |
| **Oct 2020** | Number of HCP who worked at this healthcare facility for at least 1 day during the month | |  |  |  |  |
| Total number of shifts worked during the month | |  |  |  |  |
| Total number of hours worked during the month | |  |  |  |  |
| **Nov 2020** | Number of HCP who worked at this healthcare facility for at least 1 day during the month | |  |  |  |  |
| Total number of shifts worked during the month | |  |  |  |  |
| Total number of hours worked during the month | |  |  |  |  |

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| **Table B (con).** Optional detailed denominator data collection form stratified by occupation category. Record the number of healthcare personnel (HCP) AND/OR total shifts AND/OR total hours worked for each occupation category below for the full CALENDAR month (e.g., Jun20 = June 2020). | | | | | | |
| Facility ID: | | Comments: | | | | |
| **Month and year** |  | | **Physicians (MD, DO)** | **Nurses (RN, LPN, NP/advanced practice nurses)** | **Other, specify: \_\_\_\_\_\_\_\_\_\_** | **Other, specify: \_\_\_\_\_\_\_\_\_\_** |
| **Dec 2020** | Number of HCP who worked at this healthcare facility for at least 1 day during the month | |  |  |  |  |
| Total number of shifts worked during the month | |  |  |  |  |
| Total number of hours worked during the month | |  |  |  |  |
| **Jan 2021** | Number of HCP who worked at this healthcare facility for at least 1 day during the month | |  |  |  |  |
| Total number of shifts worked during the month | |  |  |  |  |
| Total number of hours worked during the month | |  |  |  |  |
| **Feb 2021** | Number of HCP who worked at this healthcare facility for at least 1 day during the month | |  |  |  |  |
| Total number of shifts worked during the month | |  |  |  |  |
| Total number of hours worked during the month | |  |  |  |  |
| **Mar 2021** | Number of HCP who worked at this healthcare facility for at least 1 day during the month | |  |  |  |  |
| Total number of shifts worked during the month | |  |  |  |  |
| Total number of hours worked during the month | |  |  |  |  |
| **Apr 2021** | Number of HCP who worked at this healthcare facility for at least 1 day during the month | |  |  |  |  |
| Total number of shifts worked during the month | |  |  |  |  |
| Total number of hours worked during the month | |  |  |  |  |
| **May 2021** | Number of HCP who worked at this healthcare facility for at least 1 day during the month | |  |  |  |  |
| Total number of shifts worked during the month | |  |  |  |  |
| Total number of hours worked during the month | |  |  |  |  |
| **Jun 2021** | Number of HCP who worked at this healthcare facility for at least 1 day during the month | |  |  |  |  |
| Total number of shifts worked during the month | |  |  |  |  |
| Total number of hours worked during the month | |  |  |  |  |

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