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

**Denominator Form**

**Table A** *(Required for all facilities that participate in Influenza Vaccination Summary reporting to the National Healthcare Safety Network’s Healthcare Personnel Vaccination Module)*

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| **Table A.** Record the number of healthcare personnel (HCP) for each category below based on Influenza Vaccination Summary reported to the National Healthcare Safety Network’s Healthcare Personnel Vaccination Module. Data should be reported for the 2019-2020 influenza season and, when available, the 2020-2021 influenza season. | | | | | |
| Years: | Comments: | | | | |
| Facility ID | Number of HCP who worked at the healthcare facility for at least 1 day between October 1 and March 31 of the report years (e.g., 2019–2020) | | | | |
| 1. **Employee HCP** | 1. **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 |
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**Table B** *(Optional but strongly encouraged)*

**Instruction**

1. Record facility ID; sites should report one table per facility.
2. Enter the number of COVID-19 patients and/or the number of COVID-19-patient-days 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 in column A. Count patients who were hospitalized for any number of days during the month, including patients admitted to the facility before the month being tracked.
* Report the total number of COVID-19-patient-days for the calendar month in column B. Count the number of COVID-19 patients each day from the first day to the last day of the month and add them up to get the total number of COVID-19-patient-days for the month.

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| **Table B:** Record the number of COVID patients hospitalized in the facility and/or the number of COVID-patient-days for the full CALENDAR month | | |
| Facility ID:\_\_\_\_\_\_\_\_\_ | Comment: | |
| Month and year | 1. **Number of COVID-19 patients** | 1. **Number of COVID-19-patient-days** |
| May 2020 |  |  |
| Jun 2020 |  |  |
| Jul 2020 |  |  |
| Aug 2020 |  |  |
| Sep 2020 |  |  |
| Oct 2020 |  |  |
| Nov 2020 |  |  |
| Dec 2020 |  |  |
| Jan 2021 |  |  |
| Feb 2021 |  |  |
| Mar 2021 |  |  |
| Apr 2021 |  |  |
| May 2021 |  |  |
| Jun 2021 |  |  |
| Jul 2021 |  |  |
| Aug 2021 |  |  |
| Sep 2021 |  |  |
| Oct 2021 |  |  |
| Nov 2021 |  |  |
| Dec 2021 |  |  |

**Table C** *(Optional)*

**Instruction**

1. Record the Facility ID; sites should report one table per facility
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.

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| **Table C.** 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 |
| Number of HCP who worked at this healthcare facility for at least 1 day during the month | May 2020 |  |  |  |  |  |
| Jun 2020 |  |  |  |  |  |
| Jul 2020 |  |  |  |  |  |
| Aug 2020 |  |  |  |  |  |
| Sep 2020 |  |  |  |  |  |
| Oct 2020 |  |  |  |  |  |
| Nov 2020 |  |  |  |  |  |
| Dec 2020 |  |  |  |  |  |
| Jan 2021 |  |  |  |  |  |
| Feb 2021 |  |  |  |  |  |
| Mar 2021 |  |  |  |  |  |
| Apr 2021 |  |  |  |  |  |
| May 2021 |  |  |  |  |  |
| Jun 2021 |  |  |  |  |  |
| Jul 2021 |  |  |  |  |  |
| Aug 2021 |  |  |  |  |  |
| Sep 2021 |  |  |  |  |  |
| Oct 2021 |  |  |  |  |  |
| Nov 2021 |  |  |  |  |  |
| Dec 2021 |  |  |  |  |  |

**Table D** *(Optional)*

**Instruction**

1. Record the Facility ID; sites should report one table per facility.
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 D.** 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 | |  |  |  |  |
| **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 | |  |  |  |  |
| **Jul 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 | |  |  |  |  |
| **Aug 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 | |  |  |  |  |
| **Sep 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 | |  |  |  |  |
| **Oct 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 | |  |  |  |  |
| **Nov 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 | |  |  |  |  |
| **Dec 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 | |  |  |  |  |

**Table E** *(Optional).* Customizable form for reporting of HCP denominator data.

**Instruction**

1. Record the Facility ID; sites should report one table per facility.
2. Enter the number of HCP who worked at this healthcare facility for at least 1 day during the time period specified. The total no. of HCP and/or up to 4 separate categories of HCP can be recorded,.

* 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 time period specified. 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 during the time period specified.
2. Enter the total number of hours worked in the facility during the time period specified.

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| **Table E.** Optional denominator data collection form. Record the number of healthcare personnel (HCP) AND/OR total shifts AND/OR total hours worked for each occupation category below for the specified time frame. The total number of HCP and/or up to 4 categories of HCP may be reported, below. | | | | | | |
| Facility ID: | Comments: | | | | | |
| Date range |  | **Total** | **Category 1: \_\_\_\_\_\_\_\_\_\_** | **Category 2: \_\_\_\_\_\_\_\_\_\_\_\_** | **Category 3: \_\_\_\_\_\_\_\_\_\_\_\_** | **Category 4: \_\_\_\_\_\_\_\_\_\_\_\_** |
| **\_\_\_ / \_\_\_/ \_\_\_ through**  **\_\_\_ / \_\_\_/ \_\_\_** | Number of HCP who worked at this healthcare facility for at least 1 day |  |  |  |  |  |
| Total number of shifts |  |  |  |  |  |
| Total number of hours |  |  |  |  |  |
| **\_\_\_ / \_\_\_/ \_\_\_ through**  **\_\_\_ / \_\_\_/ \_\_\_** | Number of HCP who worked at this healthcare facility for at least 1 day |  |  |  |  |  |
| Total number of shifts |  |  |  |  |  |
| Total number of hours |  |  |  |  |  |
| **\_\_\_ / \_\_\_/ \_\_\_ through**  **\_\_\_ / \_\_\_/ \_\_\_** | Number of HCP who worked at this healthcare facility for at least 1 day |  |  |  |  |  |
| Total number of shifts |  |  |  |  |  |
| Total number of hours |  |  |  |  |  |
| **\_\_\_ / \_\_\_/ \_\_\_ through**  **\_\_\_ / \_\_\_/ \_\_\_** | Number of HCP who worked at this healthcare facility for at least 1 day |  |  |  |  |  |
| Total number of shifts |  |  |  |  |  |
| Total number of hours |  |  |  |  |  |
| **\_\_\_ / \_\_\_/ \_\_\_ through**  **\_\_\_ / \_\_\_/ \_\_\_** | Number of HCP who worked at this healthcare facility for at least 1 day |  |  |  |  |  |
| Total number of shifts |  |  |  |  |  |
| Total number of hours |  |  |  |  |  |
| **\_\_\_ / \_\_\_/ \_\_\_ through**  **\_\_\_ / \_\_\_/ \_\_\_** | Number of HCP who worked at this healthcare facility for at least 1 day |  |  |  |  |  |
| Total number of shifts |  |  |  |  |  |
| Total number of hours |  |  |  |  |  |