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)*

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)				
	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	

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.

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	A. Number of COVID-19 patients	B. 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.

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.
3) 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.
4) 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.

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.

<u>**Instruction**</u>

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.
3) Enter the total number of shifts worked in the facility during the time period specified.
4) Enter the total number of hours worked in the facility during the time period specified.

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					