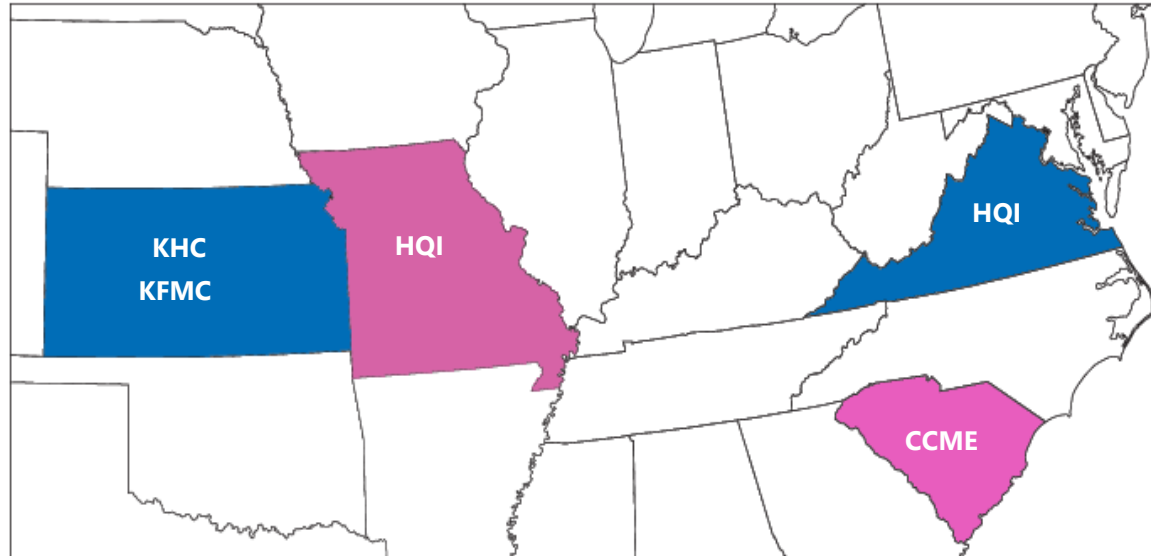


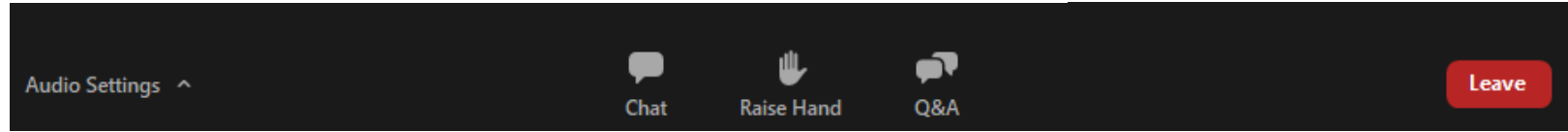
Don't Get Tagged: Be Prepared for a Staff Vaccination Survey!

6/14/2022

Health Quality Innovation Network



Logistics – Zoom Webinar



To ask a question, click on the **Q&A** icon.

Raise your hand if you want to verbally ask a question.

Resources from today's session will be posted in **Chat**.

You may adjust your audio by clicking **Audio Settings**.

You have been automatically muted with video turned off.

Your Team



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Goals for this Series:

- Assist attendees in gaining knowledge related to updates associated with COVID-19 vaccines and boosters
- Assist attendees in meeting CMS regulatory expectations



The content presented in this webinar is based on COVID-19 information and guidance as of the date of this session.



Learning Objectives

- Discuss elements of vaccine survey entrance checklists
- Review Center for Clinical Standards & Quality/ Quality, Safety & Oversight Group (QSO) vaccine expectations
- Review the Staff Vaccination Matrix
- Provide tips for keeping your vaccine information current



Surveyor Tools

- CMS 20054, Infection Prevention, Control & Immunizations
- Long Term Care Survey Process (LTCSP) Procedure Guide
- COVID-19 Focused Infection Control (FIC) Survey Protocol
- Entrance Conference Worksheets
- COVID-19 Staff Vaccination Matrix



Entrance Conference

- Policies/procedures for vaccination
 - List of staff, contracted staff, students and residents in building
 - COVID-19 policy
 - Surveillance
 - Screening, testing, reporting
 - Exemptions, isolation precautions
 - Source control, protective equipment
- Visitation plan
- Risk assessment
- Infection prevention and control plan
- Emergency preparedness plan
- Resident and staff COVID-19 cases
- Staff Vaccination Matrix
- Formula spreadsheet

The image shows two overlapping forms. The top form is titled 'COVID-19 Staff Vaccination Matrix' and contains a table with columns for 'Name', 'Room', 'Status', 'Vaccination Status', and 'Notes'. The bottom form is titled 'COVID-19 STAFF VACCINATION MATRIX INSTRUCTIONS FOR PROVIDERS' and contains detailed instructions for providers, including sections for 'Direct facility staff (DFT)', 'Indirect facility staff (IFT)', 'Contracted staff (CT)', and 'Other (OT)'. It also includes a section for 'Exemptions' and a 'Number of staff with pending exemption' section.

"Staff" Definition

- Refers to individuals who provide any care, treatment, or other services for the facility and/or its residents.
- Includes facility employees, individuals under contract or arrangement, such as hospice and dialysis staff, therapists, mental health professionals, licensed practitioners, adult students, trainees or volunteers.
- Staff would not include anyone who provides **only** telehealth or support services outside of the facility and **does not** have direct contact with residents and other staff.
- Facilities are not required to ensure the vaccination of individuals who very infrequently provide ad hoc, non-health care services (such as annual elevator inspection or services performed exclusively off-site)

Staff Vaccination Matrix

COVID-19 Staff Vaccination Status for Providers

Complete this form or provide a list containing the same information required in this form.

Section I: Complete based on the Day 1 of the survey:

Total # of staff:

partially vaccinated staff (5):

completely vaccinated staff (6):

pending exemption (8 and 9):

granted exemption (8 and 9):

temporary delay/new hire (10):

not vaccinated without exemption/delay (11):

Note: The sum of the #'s for columns 5, 6, 8 through 11 should equal the total # of staff.

	Direct facility hire (DH), Contracted hire (C), Other (O)	Title	Position	Assigned work area	Vaccinated			Not Vaccinated			
					Partially vaccinated	Completely vaccinated	Booster dose	Pending (P) or Granted (G) medical exemption	Pending (PN) or Granted (GN) non-medical exemption	Temporary delay per CDC/ new hire	Not vaccinated without exemption/delay
Staff Name	1	2	3	4	5	6	7	8	9	10	11

Vaccination Matrix Categories 1-4

COVID-19 Staff Vaccination Status for Providers											
Complete this form or provide a list containing the same information required in this form. Section I: Complete based on the Day 1 of the survey: Total # of staff: <input type="text"/> # partially vaccinated staff (5): <input type="text"/> # completely vaccinated staff (6): <input type="text"/> # pending exemption (8 and 9): <input type="text"/> # granted exemption (8 and 9): <input type="text"/> # temporary delay/new hire (10): <input type="text"/> # not vaccinated without exemption/delay (11): <input type="text"/> Note: The sum of the #'s for columns 5, 6, 8 through 11 should equal the total # of staff.	Direct facility hire (DH), Contracted hire (C), Other (O)	Title	Position	Assigned work area	Vaccinated			Not Vaccinated			
					Partially vaccinated	Completely vaccinated	Booster dose	Pending (P) or Granted (G) medical exemption	Pending (PN) or Granted (GN) non-medical exemption	Temporary delay per CDC/ new hire	Not vaccinated without exemption/delay
Staff Name	1	2	3	4	5	6	7	8	9	10	11

Staff Designation:

- 1. Direct Facility Hire (DH):** Employees directly hired by the facility
Contracted Hire (C): Provide care, treatment or other services for the facility and/or residents under contract or by other arrangements
Other (O): Includes adult students, trainees and volunteers
- 2. Title:** RN, LPN, CNA, PA, RD, etc.
- 3. Position:** Staff nurse, Charge nurse, infection preventionist, restorative aide, etc.
- 4. Assigned Work Area:** Physical location, unit, ward, wing, laundry, kitchen, etc.

Vaccine Matrix (Categories 5-7)

COVID-19 Staff Vaccination Status for Providers											
Complete this form or provide a list containing the same information required in this form. Section I: Complete based on the Day 1 of the survey: Total # of staff: <input type="text"/> # partially vaccinated staff (5): <input type="text"/> # completely vaccinated staff (6): <input type="text"/> # pending exemption (8 and 9): <input type="text"/> # granted exemption (8 and 9): <input type="text"/> # temporary delay/new hire (10): <input type="text"/> # not vaccinated without exemption/delay (11): <input type="text"/> Note: The sum of the #'s for columns 5, 6, 8 through 11 should equal the total # of staff.	Direct facility hire (DH), Contracted hire (C), Other (O)	Title	Position	Assigned work area	Vaccinated			Not Vaccinated			
					Partially vaccinated	Completely vaccinated	Booster dose	Pending (P) or Granted (G) medical exemption	Pending (PN) or Granted (GN) non-medical exemption	Temporary delay per CDC/ new hire	Not vaccinated without exemption/delay
Staff Name	1	2	3	4	5	6	7	8	9	10	11

- 5. Partially Vaccinated:** Current staff who have received the first dose of a **multi-dose** COVID-19 vaccine
- 6. Completely (Fully) Vaccinated:** Current staff who have received all required doses of a multi-dose vaccine (Pfizer or Moderna) or received a single dose vaccine (J&J Janssen)
- 7. Booster Dose:** Number of staff who have received a booster dose of any vaccine type

Vaccine Matrix (Categories 8-11)

COVID-19 Staff Vaccination Status for Providers											
Complete this form or provide a list containing the same information required in this form. Section I: Complete based on the Day 1 of the survey: Total # of staff: <input type="text"/> # partially vaccinated staff (5): <input type="text"/> # completely vaccinated staff (6): <input type="text"/> # pending exemption (8 and 9): <input type="text"/> # granted exemption (8 and 9): <input type="text"/> # temporary delay/new hire (10): <input type="text"/> # not vaccinated without exemption/delay (11): <input type="text"/> Note: The sum of the #'s for columns 5, 6, 8 through 11 should equal the total # of staff.	Direct facility hire (DH), Contracted hire (C), Other (O)	Title	Position	Assigned work area	Vaccinated			Not Vaccinated			
					Partially vaccinated	Completely vaccinated	Booster dose	Pending (P) or Granted (G) medical exemption	Pending (PN) or Granted (GN) non-medical exemption	Temporary delay per CDC/ new hire	Not vaccinated without exemption/delay
Staff Name	1	2	3	4	5	6	7	8	9	10	11

- 8. Pending (P) Medical Exemption OR Granted (G) Medical Exemption (allergy, medical conditions, etc.)
- 9. Pending (PN) non-medical exemption OR Granted (GN) non-medical exemption (i.e., religious)
- 10. Temporary Delay related to clinical precautions/considerations OR New Hire
- 11. Non vaccinated without exemption or delay

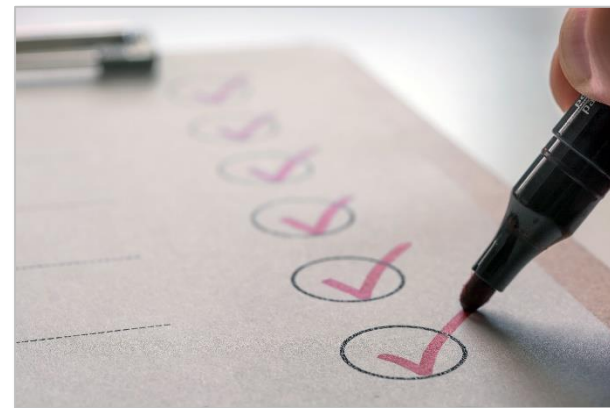
Exemptions and Survey Expectations

- **Validate** that written exemption plan is in place
 - Process for exemption requests
 - Documentation R/T clinical contraindication includes:
 - Details of contraindication
 - Statement of recommendation
 - Signed/dated by licensed practitioner
 - Documentation for religious exemption evaluated in accordance with federal law
- **Verify** actions taken for staff who would not get vaccinated/did not qualify for an exemption
- **Ask** about deadline to receive the first dose of a vaccine
 - Confirm the date
- **Identify** what actions were taken, if deadline has passed



Contingency Plan and Survey Expectations

- Process (written) for implementing additional precautions for staff who are **exempted**
 - Role
 - Routine testing
 - Physical distancing
 - Source control



Compliance with CMS Regulations and National Standards

Staff member records will be scrutinized, and staff will be interviewed/observed

- Vaccinated/unvaccinated staff
- Contracted staff
- Staff confirmed with COVID-19 or with symptoms of COVID-19



- Testing and reporting
- Exclusion from work
- COVID-19 immunization status
- Personal protective equipment
- Standard precautions
- Hand hygiene

Compliance with CMS Regulations and National Standards, continued

Residents will be observed, and records sampled

- Vaccinated/unvaccinated residents
- Residents in isolation



- Screening, testing, reporting of COVID-19
- Compliance with transmission based precautions
- Undiagnosed respiratory illness
- Influenza, pneumococcal, COVID-19 immunization status

CMS Vaccination Matrix and Data Comparison

Formula to calculate percentage of current vaccinated staff:

$$\begin{array}{l} \text{\% current staff} \\ \text{received completed} \\ \text{vaccination} \end{array} = \frac{\begin{array}{c} \text{\# Completely} \\ \text{vaccinated (6)} \end{array}}{\begin{array}{c} \text{\# of total staff} \end{array}} \times 100$$

Example formula to calculate percentage of current vaccinated staff:

$$\begin{array}{l} \text{\% current staff} \\ \text{received completed} \\ \text{(up to date)} \\ \text{vaccination} \end{array} = \frac{\begin{array}{c} 92 \end{array}}{\begin{array}{c} 99 \end{array}} \times 100 = 93\%$$



Polling Question 1

What is your level of preparedness for a vaccination survey?

- A. Not prepared
- B. Moderately prepared
- C. Well prepared



Survey Readiness

- Maintain current vaccination matrix (cross reference with schedule daily)
 - Multiple person oversight
- Maintain awareness R/T new hires/new contracted personnel/students, etc.
- Update COVID-19 policies routinely



Survey Readiness, continued

Maintain vigilance with CMS expectations R/T COVID-19 vaccines

F884: COVID-19 vaccine reporting for residents/staff

- Each dose received (including additional doses/boosters)
- Adverse events/therapeutics

F885: Reporting COVID-19 infection to residents, representatives and families

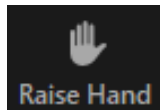
F886: Testing of residents and staff

F887: COVID-19 immunization

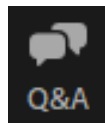
- COVID-19 vaccine is provided as required/appropriate for residents and staff
- COVID-19 staff immunization policy has been *implemented* and immunizations status of staff is tracked including pending/granted exemptions and delays
- Education is provided

F888: COVID-19 policies and procedures for addressing administration/tracking of COVID-19 immunizations including boosters, pending and granted exemptions, and delays have been developed

Open Office: Questions? Comments? Share With Colleagues What is Working or What is Difficult for Your Team!



Raise your hand to ask a question



Or you may type a question by clicking the **Q&A** icon

*Don't hesitate to ask a question at any time
during the presentation of the remaining slides*

HQIN Resource

Think About It...

The decision to get vaccinated protects more than just you. It can also help protect your family, co-workers, patients, and communities.

Why Take the Vaccine?

- Getting vaccinated will help keep you, your family, and your community healthy and safe
- By getting vaccinated, you can help end the damage to the economy, prevent more illnesses and deaths, and eliminate COVID-19
- Vaccines will help bring this pandemic to an end
- At 95% efficacy, the vaccine is extremely effective at protecting you from the virus

The Facts

- COVID-19 vaccines will not give you COVID-19
- It takes a few weeks to build up immunity after vaccination
- COVID-19 vaccines will not cause you to test positive on COVID-19 tests used to see if you have a current infection
- If you have had COVID-19, you should still get the vaccine
- After receiving the vaccine, you still need to:
 - Wear a mask.
 - Avoid close contact and maintain social distancing
 - Clean and disinfect
 - Wash your hands

What to Expect Before, During, and After Being Vaccinated

BEFORE

- Learn about COVID-19 vaccines
- See if COVID-19 vaccination is recommended for you

DURING

- Read the fact sheet that tells you about the specific COVID-19 vaccine you receive
- Receive a vaccination record card

AFTER

- Expect some side effects
- Enroll in v-safe
- Continue using all measures to protect yourself and others

**Simple Strategies for Encouraging
Staff to Receive the COVID-19 Vaccine**

[Simple Strategies for Encouraging Staff to Receive the COVID-19 Vaccine | HQIN](#)

Resource Library

- [Workplace Vaccination Program | CDC](#)
- [Clinical Care Considerations for COVID-19 Vaccination | CDC](#)
[Entrance Conference recert_rev for COVID vaccine \(leadingagemn.org\)](#)
- [CMS-20054 Infection Prevention Control and Immunizations | CMS](#)
- [Entrance Conference recert_rev for COVID vaccine \(leadingagemn.org\)](#)
- [Interim Final Rule - COVID-19 Vaccine Immunization Requirements for Residents and Staff \(QSO-21-19-NH\) | CMS](#)
- [Interim Final Rule \(IFC\), CMS-3401-IFC, Additional Policy and Regulatory Revisions in Response to the COVID-19 Public Health Emergency related to Long-Term Care \(LTC\) Facility Testing Requirements \(QSO-20-38 NH REVISED\) | CMS](#)

Resource Library

- [Nursing Home Visitation – COVID-19 \(REVISED\) \(QSO-20-39-NH\) | CMS](#)
- [Long-Term Care and Skilled Nursing Facility Attachment A \(QSO-22-07 ALL\) | CMS](#)
- [LTCSP Procedure Guide \(cms.gov\)](#)
- [QSO-21-08-NLTC REVISED \(cms.gov\)](#)
- [Nursing Home COVID-19 Vaccination Booster Action Plan and Resources | HQIN](#)
- [Vaccine Clinic Administration Process Guide | HQIN](#)
- [COVID-19 Vaccination & Booster Tracking Tool | HQIN](#)

Next Session: Using the NHSN Data Tracker

Tuesday, July 12, 2022
2:00 p.m. EST | 1:00 p.m. CST



FOR MORE INFORMATION

Call 877.731.4746 or visit www.hqin.org

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From HQIN:

To all essential care giving teams
supporting residents and families,

Thank you for attending