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| --- | --- | --- |
| **TOPIC AREA** |  |  |
| Antibiotic Stewardship | Infection Control Surveillance | Vaccination/Immunization |
| Environmental Hygiene | Staff Infection Exposure Prevention | COVID-19 Staff Vaccination |
| Hand Hygiene | Testing/Screening, Cohorting Residents | **COVID-19 Staff Boosters** |
| Isolation Precautions | Visitors Restriction Infection Prevention | COVID-19 Resident Vaccination |
|  | Sepsis | COVID-19 Resident Boosters |

**Conduct Root Cause Analyses for Each Identified Gap or Opportunity:**

* Determine contributing factors, events, system issues and processes involved
* Utilize RCA tools as appropriate (e.g., 5 Whys, Fishbone, Cause & Effect Diagram)
* Conduct a Plan-Do-Study-Act (PDSA) to test the intervention, review results and adjust actions as needed

**Identify Infection Prevention and Control Gaps & Areas of Opportunity:**

* [Infection Prevention and Control Assessment Tool for Long-term Care Facilities (CDC)](https://www.cdc.gov/infectioncontrol/pdf/icar/ltcf.pdf)
* Review previous survey findings, federal and state regulations and CDC updates for long term care facilities
* Check [CMS Quality Safety & Oversight (QSO) memos](https://www.cms.gov/Medicare/Provider-Enrollment-and-Certification/SurveyCertificationGenInfo/Policy-and-Memos-to-States-and-Regions)
* [Infection Prevention and Control Assessment Tool for Nursing Homes Preparing for COVID-19](https://www.cdc.gov/coronavirus/2019-ncov/hcp/assessment-tool-for-nursing-homes.html)

The sample RCA, actions, interventions, best practices and metrics illustrated here to address identified infection prevention areas of opportunity are solely intended as example guidance. Your team should perform an infection prevention gap analysis/risk assessment and build a customized action plan to best meet the needs of your specific organization and community.

|  |
| --- |
| **Area of Opportunity:** |
| Eligible Staff COVID-19 Booster rate of \_\_\_\_\_ . |
| **Root Cause Analysis** **(specify each root cause and address each within the action plan):** |
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|  |
|  |
| **S.M.A.R.T. Goal: (Specific, Measurable, Achievable, Relevant, Time-based)** |
| Achieve a xx% eligible staff booster rate by DATE. |

| **Project Start Date** | **Specific Actions and Interventions**  **\****HQIN IP Intervention Resources (optional)* | **Projected**  **Completion**  **Date** | **Person/Team Responsible**  \**To include QAPI Committee* | **Ongoing Monitoring and Surveillance** | **Additional Comments** |
| --- | --- | --- | --- | --- | --- |
|  | * Review COVID-19 booster policies and procedures and update if needed * Include timeline for booster shot administration following primary series following CDC guidance * Set COVID-19 booster administration timeframe: e.g., “boosters to be offered and received within 2 weeks of staff eligibility date” |  | Administrator, Director of Nursing, Infection Preventionist | Check local, state and federal guidance to ensure P&Ps are current (check weekly during pandemic) | **Ensure P&Ps are evidence-based and follow current federal, state and local COVID-19 booster recommendations.**   * [Vaccine Recommendations and Guidelines](https://www.cdc.gov/vaccines/hcp/acip-recs/index.html) (ACIP) * [Interim Clinical Considerations for Use of COVID-19 Vaccines Currently Approved or Authorized in the United States (CDC)](https://www.cdc.gov/vaccines/covid-19/clinical-considerations/covid-19-vaccines-us.html) [Includes updated guidance for booster dose of COVID-19 vaccine following a primary vaccine series] * [Summary Document for Interim Clinical Considerations for Use of COVID-19 Vaccines Currently Authorized or Approved in the United States – Fact Sheet (CDC)](https://www.cdc.gov/vaccines/covid-19/downloads/summary-interim-clinical-considerations.pdf)   [Printable reference chart and fact sheet] |
|  | * Obtain access to on-site COVID-19 boosters for staff [work with LTC or community pharmacy partner, local/state health department, Quality Improvement Organization (QIO)] |  | Administrator, Director of Nursing, Infection Preventionist |  | * [How to Request a COVID-19 Vaccination Clinic On-Site or in a Retail Pharmacy Location (CDC](https://www.cdc.gov/vaccines/covid-19/retail-pharmacy-program/pharmacies-contact.html)) * [Booster Clinics Pharmacy Partnerships (LeadingAge)](https://survey.alchemer.com/s3/6523530/Booster-Clinics-Pharmacy-Partnerships) * [COVID-19 Vaccine Process Guide (HQIN)](https://hqin.org/wp-content/uploads/2021/11/Vaccination-Clinic-Administration-Guide_508.pdf) |
|  | * Provide clinical COVID-19 booster education to staff including eligibility, timing, booster administration and monitoring |  | Director of Nursing, Infection Preventionist, Staff Educator |  | * [COVID-19 Vaccine Booster Shots (CDC](https://www.cdc.gov/coronavirus/2019-ncov/vaccines/booster-shot.html)) * [How Do We Protect Ourselves During a Pandemic? Flyer (HQIN)](https://hqin.org/resource/how-do-we-protect-ourselves-during-a-pandemic-flyer/) * [COVID-19 Vaccination Schedules (CDC)](https://www.cdc.gov/vaccines/covid-19/downloads/covid-19-vacc-schedule-at-a-glance-508.pdf) |
|  | * Provide education to staff about COVID-19 vaccine boosters |  | Administrator, Director of Nursing, Infection Preventionist, Staff Educator, Department Staff |  | * [A Guide for Community Partners-Increasing COVID-19 Vaccine Uptake Among Racial and Ethnic Minority Communities](https://www.cdc.gov/vaccines/covid-19/downloads/guide-community-partners.pdf) (CDC) * [Talking to Recipients about COVID-19 Vaccination (CDC](https://www.cdc.gov/vaccines/covid-19/hcp/index.html)) * [COVID-19 Vaccine Booster Shots (CDC](https://www.cdc.gov/coronavirus/2019-ncov/vaccines/booster-shot.html)) * [Simple Strategies for Encouraging Staff to Receive the COVID-19 Vaccine (HQIN](https://hqin.org/resource/simple-strategies-for-encouraging-staff-to-receive-the-covid-19-vaccine-2/)) |
|  | * Provide easy-to-use and accessible COVID-19 booster messaging/ resources for staff * Incorporate COVID-19 booster information into Orientation |  | Medical Director, Administrator, Director of Nursing, Infection Preventionist, Unit Leaders, Department Managers, Interdisciplinary Team |  | * [COVID-19 Vaccine Resource Hub](https://covidvaxhelp.org)   [Johns Hopkins International Vaccine Access Center COVID-19 education and links to quality information sources]   * [Myths and Facts about COVID-19 Vaccines](https://www.cdc.gov/coronavirus/2019-ncov/vaccines/facts.html) (CDC) * [COVID-19 Booster Shots Flyer (HQIN)](https://hqin.org/resource/covid-19-booster-shots-flyer/) * [Booster Questions Poster and Handout (HQIN)](https://hqin.org/resource/booster-questions-poster-and-handout/) * [Bulletin Board Bundles (HQIN)](https://hqin.org/resource/bulletin-board-bundles/) * [Communications Tool: Building Bridges (Public Health Communications Collaborative)](https://publichealthcollaborative.org/resources/communications-tool-building-bridges/?utm_source=PHCC+Email&utm_medium=email&utm_campaign=Newsletter) * [Principles of Vaccination - Session 1 (CDC)](https://www2.cdc.gov/vaccines/ed/pinkbook/2022/PB1/?ACSTrackingID=USCDC_11_25-DM85413&ACSTrackingLabel=2022%20Pink%20Book%20Web-on-Demand%20Series%3A%20Principles%20of%20Vaccination%20Now%20Live%20-%207%2F6%2F2022&deliveryName=USCDC_11_25-DM85413) * [COVID-19 Booster Vaccine Videos (HQIN)](https://hqin.org/resource/covid-19-booster-videos/) * [Direct Exposure to COVID-19 Infographic Poster (HQIN)](https://hqin.org/resource/direct-exposure-to-covid-19-infographic-poster/) * [Vaccine Champion Social Media Package (HQIN)](https://hqin.org/resource/vaccine-champion-social-media-package/) * [Why I Wear a Mask… and Why I Got a Booster… posters (HQIN)](https://hqin.org/resource/i-wear-a-mask-i-got-a-booster/) |
|  | * Document education regarding the benefits and potential risks associated with the COVID-19 booster |  | Administrator, Director of Nursing, Infection Preventionist, Department Staff |  | * [Safety of COVID-19 Vaccines (CDC)](https://www.cdc.gov/coronavirus/2019-ncov/vaccines/safety/safety-of-vaccines.html) * [Intramuscular Injections – Best Practices for Safe Vaccine Administration in Nursing Homes (AHRQ)](https://www.ahrq.gov/sites/default/files/wysiwyg/nursing-home/materials/intramuscular-injections.pdf) |
|  | * Utilize efficient tracking tools to determine when booster shots are recommended * Develop tools to monitor and track/trend booster compliance * Maintain documentation of booster administration or declination * Obtain vaccination and booster status for all staff * Monitor staff booster rates by auditing data from tracking tool   + Divide # of booster doses given by # of staff eligible to receive boosters (eligibility is based on CDC guidance on booster doses and timing) * Report COVID-19 booster data to NHSN * Audit compliance of NHSN reporting accuracy |  | Administrator, Director of Nursing, Infection Preventionist | Determine audit schedule to monitor interventions/ improvement | * [COVID-19 Vaccination & Booster Tracking Tool (HQIN)](https://hqin.org/resource/covid-vaccination-tracking-tool/) * [Staff COVID-19 Vaccine Administration Form and Instructions (HQIN)](https://hqin.org/resource/staff-covid-19-vaccine-administration-form/) |
|  | NHSN Facility Administrator, Director of Nursing, Infection Preventionist | Determine audit schedule to monitor interventions/ improvement | * [LTCF COVID-19 Module (CDC)](https://www.cdc.gov/nhsn/ltc/covid19/index.html) * [Weekly HCP & Resident COVID-19 Vaccination Data Reporting](https://www.cdc.gov/nhsn/ltc/weekly-covid-vac/index.html) (NHSN) * [FAQs on Reporting COVID-19 Vaccination Data (CDC)](https://www.cdc.gov/nhsn/hps/weekly-covid-vac/faqs.html) * [The Right View for Nursing Homes: CDC COVID Data Tracker Learning Module (HQIN](https://hqin.org/resource/the-right-view-for-nursing-homes-cdc-covid-data-tracker-learning-module/)) |
|  | * Establish at least two staff members with Level 3 (SAMS grid card) access for NHSN reporting |  | NHSN Administrator, Infection Preventionist |  | * [Increasing LTCF SAMS Level Access to NHSN (CDC)](https://www.cdc.gov/nhsn/ltc/covid19/sams-access.html#:~:text=You%20must%20submit%20your%20two%20forms%20of%20identification,SAMS%20Grid%20Card%20permits%20LEVEL-3%20access%20to%20NHSN.) * [How to Add an NHSN User (CDC)](https://www.cdc.gov/nhsn/pdfs/covid19/ltcf/add-user-508.pdf) |
|  | * Join Health Quality Innovation Network’s NHSN reporting group |  | NHSN Administrator, Infection Preventionist |  | * [How to Join the HQIN Nursing Home Reporting NHSN Group](https://hqin.org/resource/how-to-join-the-hqin-nursing-home-reporting-nhsn-group/) (HQIN) |
|  | * Report findings and compliance at monthly/quarterly QAPI meeting |  | QAPI Team |  | * [QAPI At a Glance: A Step by Step Guide to Implementing Quality Assurance and Performance Improvement (QAPI) in Your Nursing Home](https://www.cms.gov/medicare/provider-enrollment-and-certification/qapi/downloads/qapiataglance.pdf) |

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