

Annual Healthcare Personnel Influenza Vaccination Reporting: How to View Create & Modify Date

Figure 1

Introduction

These detailed instructions can help users determine when a facility first entered (`createDate`) or last modified (`modifyDate`) healthcare personnel (HCP) influenza vaccination summary data within NHSN.

Please note that as of February 26, 2024, time stamps for data submission and modification in the NHSN application were updated to display Coordinated Universal Time (UTC). UTC is the international time standard. It has been implemented as part of ongoing NHSN system upgrades and modernization efforts. All NHSN timestamps are displayed in the UTC Time Standard. UTC time is a time standard that is not adjusted for daylight saving and therefore does not change throughout the year. UTC serves as a uniform and universal reference to measure time across all time zones.

Generate Data Sets

The first step to performing analysis in NHSN is generating datasets. This process freezes your NHSN data at a specific point in time and copies those data into defined datasets. When you want to see updates to the data contained in your NHSN reports, you must regenerate datasets for those updates to be reflected. Datasets are user-specific; therefore, each user in NHSN who wants to analyze data must generate datasets.

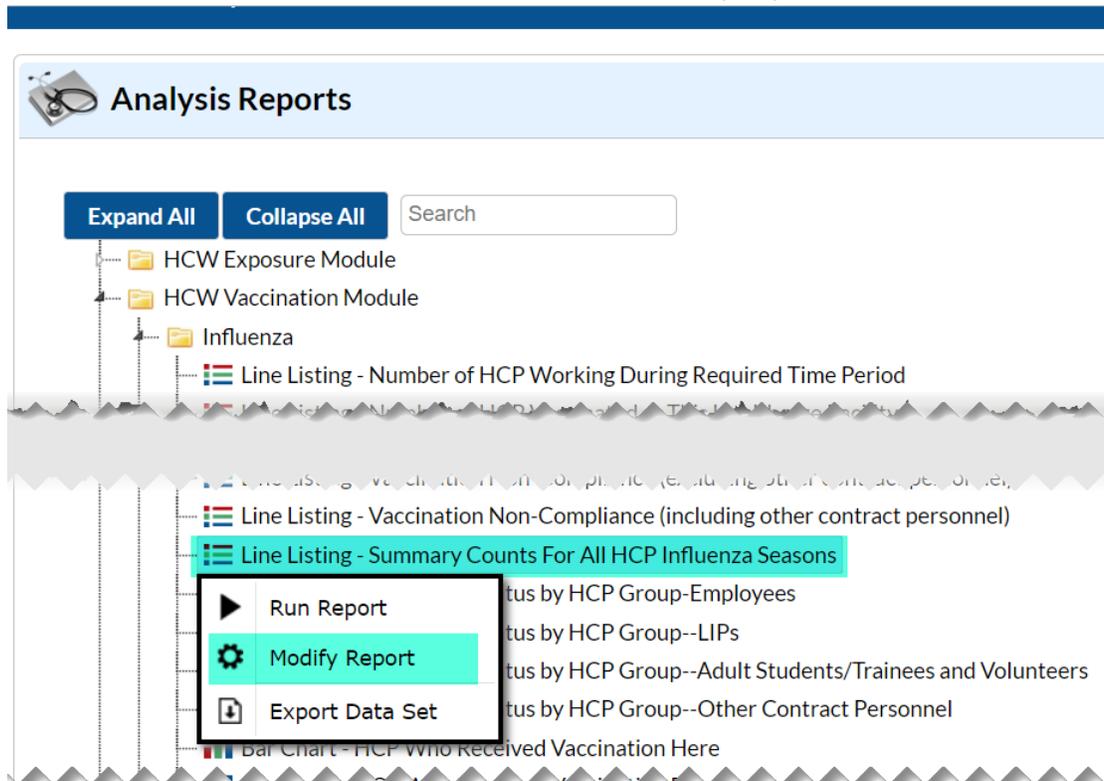
Review Summary Data

We are going to review create and modify dates for the data entered for the 2022/2023 and 2023/2024 influenza seasons.

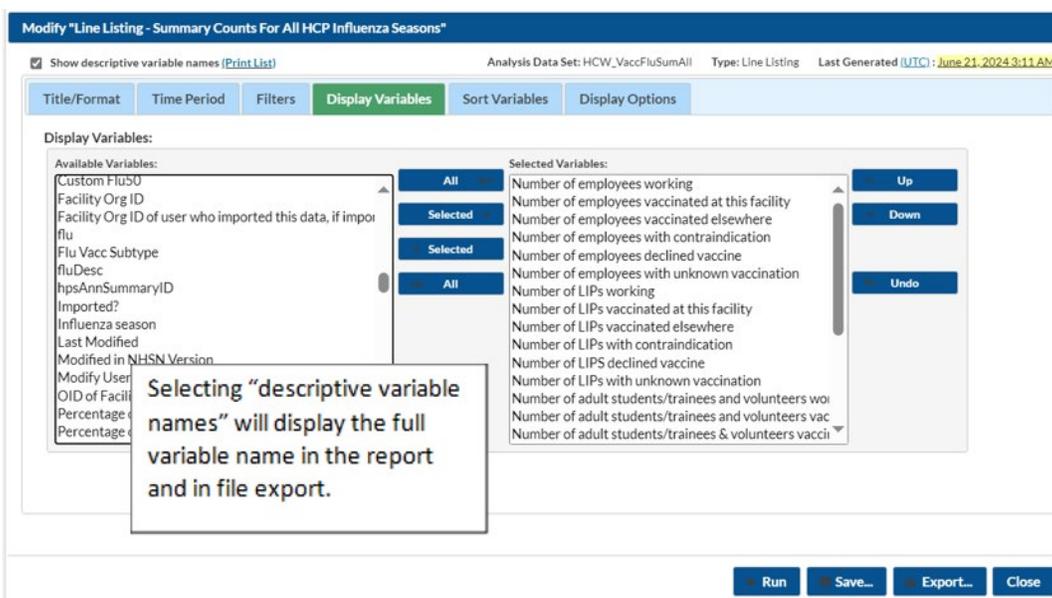
1. After datasets have been generated, navigate to the Analysis tab and click “reports”, then select the HCW Vaccination Module folder, click “Influenza” to display all of the available reports. Click “Line Listing – Summary



Counts for All HCP Influenza Seasons”, then select “Modify Report”.



- On the Display Variables tab of the modify screen, we will select the variables to include in the report. For this example, we selected the variables: “Facility Org ID”, “Influenza season”, “Type of summary record”, “Create Date”, “Last Modified”, “Modify User ID”, “Number of employees working”, “Number of employees vaccinated elsewhere”, and “Number of employees with contraindication.” Tip: We recommend selecting “show descriptive variable names” in the upper left hand screen to make variable selection more user friendly.



- Next, we are going to select a display option for the report on the Display Options tab. This impacts how the data are displayed and creates a table by the variable selected. In this example, we selected "Influenza season". Click "Run" after completing modifications. The display option variable must be one of the variables selected for the report on the Display Variables tab.

Modify "Line Listing - Summary Counts For All HCP Influenza Seasons"

Show descriptive variable names ([Print List](#)) Analysis Data Set: HCW_VaccFluSumAll Type: Line Listing Last Generated (UTC): June 21, 2024 3:11 AM

Title/Format Time Period Filters Display Variables Sort Variables **Display Options**

Line Listing Options:
Page by variable:

A separate table will be created for each influenza season to display the data by influenza season.

[Run](#) [Save...](#) [Export...](#) [Close](#)

Below is the "Line Listing for Summary HCP Influenza Vaccination" report for a test facility in NHSN generated in this example. Each table for the report describes influenza season data submitted by the facility. The 2022/2023 Influenza Season and 2023/2024 Influenza Seasons are described in this report.



**National Healthcare Safety Network
Line Listing for Summary HCP Influenza Vaccination**

As of: August 6, 2024 at 7:04 PM
Date Range: All HCW_VACCFLUSUMALL

The "Create Date" variable describes the date the record was created in NHSN.

Influenza season=2022/2023

Create Date	Last Modified	Influenza season	Number of employees working	Number of employees vaccinated at this facility	Number of employees vaccinated elsewhere	Number of employees with contraindication	Number of employees declined vaccine	Number of employees with unknown vaccination	Number of LIPs working	Number of LIPs vaccinated at this facility	Number of LIPs vaccinated elsewhere
13FEB2024:12:38:00	16FEB24:10:19	2022/2023	25	5	5	4	6	5	25	5	5

Data contained in this report were last generated on February 16, 2024 at 5:24 PM to include data beginning January 2019.

**National Healthcare Safety Network
Line Listing for Summary HCP Influenza Vaccination**

As of: August 6, 2024 at 7:04 PM
Date Range: All HCW_VACCFLUSUMALL

The "Last Modified" variable describes the date the record was modified in NHSN.

Influenza season=2023/2024

Create Date	Last Modified	Influenza season	Number of employees working	Number of employees vaccinated at this facility	Number of employees vaccinated elsewhere	Number of employees with contraindication	Number of employees declined vaccine	Number of employees with unknown vaccination	Number of LIPs working	Number of LIPs vaccinated at this facility	Number of LIPs vaccinated elsewhere
30NOV2023:12:10:00	16FEB24:10:18	2023/2024	25	5	5	4	6	5	25	5	5

Data contained in this report were last generated on February 16, 2024 at 5:24 PM to include data beginning January 2019.

