



Oregon

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NF-21-012 – Provider Alert

Date: March 16, 2021

To: All Nursing Facilities
All Assisted Living Facilities
All Residential Care Facilities

From: Safety, Oversight and Quality Unit (SOQ)
ODHS Aging and People with Disabilities Program

Subject: **COVID-19 Vaccination Status Tracking and Reporting to Oregon Health Authority**



The Federal Pharmacy Partnership (FPP) pharmacies (Walgreens, CVS and Consonus) have finished first vaccination clinics in long-term care facilities, finished second clinics in skilled nursing facilities and are holding second clinics in assisted living facilities and residential care facilities now. As a reminder, the Federal Pharmacy Partners will not be providing first vaccine doses at third clinics.

CDC announced a program for continuing vaccine administration in long-term care facilities through pharmacy arrangements called the Federal Retail Pharmacy Partnership Program. OHA and ODHS are meeting with CDC and the participating pharmacy providers to ensure LTCF know how to connect to ongoing vaccine resources. More information will be available in coming weeks as we learn more.

While there have been tremendous efforts to get residents and staff vaccinated, limited information is currently available to capture consistent and actionable vaccine uptake rates for long-term care residents and staff.

Policy: Facilities are responsible for maintaining records of vaccination status of residents and staff to share with ODHS, LPHA or OHA as necessary to monitor and address public health concerns.

This provider update will provide tools and guidance to support facilities with tracking COVID-19 vaccination status for all residents and facility staff in anticipation of reporting aggregate vaccine information to OHA on a weekly basis.

This Provider Alert will provide the following:

- 1) Explanation of knowledge gaps related to vaccine tracking and why this information is needed.
- 2) How to use the OHA-developed tool for tracking resident and staff vaccination status.
- 3) Reporting information to OHA; and
- 4) Where to find additional resources and guidance.

Knowledge gaps related to vaccination in LTCFs

Long-term care facilities are working with the Federal Pharmacy Partnership Program or other partners to vaccinate residents and staff. Administered vaccine doses and number of individuals who have received vaccine is shared with state agencies, but this is not routinely transmitted as a proportion of eligible staff and residents. Additionally, information from these partners do not capture staff or resident turnover, and vaccination outside of scheduled facility clinics.

With these knowledge gaps, we are unable to calculate accurate vaccine uptake percentages, which are needed to track progress, identify gaps to allocate vaccine resources appropriately, and help OHA define next steps for reopening and infection control policy.

Facility-level tracking of vaccine status of residents and staff will be important to inform outbreak response and infection control strategies and identify key vaccine outcomes of public health concern, such as breakthrough infections, adverse events, or large outbreaks post-vaccination.

OHA-developed vaccine tracking tools

To assist facilities with tracking and reporting, OHA has modified CDC COVID-19 tracking worksheets for residents and staff to monitor both individual and facility-level vaccine status information.

Staff Tracking Tool:

<https://www.oregon.gov/oha/covid19/Documents/COVID-19-Vaccine-Tracking-Sheet-Staff.xlsx>

Resident Tracking Tool:

<https://www.oregon.gov/oha/covid19/Documents/COVID-19-Vaccine-Tracking-Sheet-Residents.xlsx>

To utilize the tools, first review the Instructions sheet and enter information into the Tracking Worksheet. Data fields that will need to be entered are populated below for reference.

Once all of the information has been entered, the tool will automatically calculate aggregate counts and percentages for viewing.

Data Fields
Healthcare Personnel (HCP) Start of Employment/Resident Admit Date
HCP End of Employment/ Resident Discharge Date (if applicable)
HCP Category
Last Name
First Name
Date of Birth
Vaccine Information
• Date of 1 st dose and type of dose (if applicable)
• Date of 2 nd dose and type of dose (if applicable)
• Contraindication (if applicable)
• Declination (if applicable)

Reporting aggregate vaccination data to OHA

OHA will be requesting summary data in two ways for both staff and residents on a weekly basis:

- 1) Vaccination Totals for staff and residents that worked or resided in the facility during the previous week.
- 2) Vaccination Totals for all staff or residents working or residing in their facility for at least 1 day since COVID-19 vaccines were available.

OHA is requesting both metrics to understand overall vaccination efforts that account for staff and resident turnover. **The OHA tracking tool will**

automatically calculate these summary totals to assist in reporting.

Facilities can view the auto-calculated summary data for OHA reporting by viewing the Summary sheets in the OHA tracking tool. If the facility chooses not to use the tool, they should establish a mechanism to track summary data as discussed above. While submission of the OHA tracking tool is not required, reporting of summary information will be requested starting in approximately 2 weeks.

Additional Resources and Guidance

OHA will be hosting an upcoming webinar on March 24, 2021 from 11:00AM-12:00PM to review the OHA-developed tracking tools and reporting.

Register in advance for this meeting. **Capacity is limited so please limit registration to one per facility:**

<https://www.zoomgov.com/meeting/register/vJltdeurqDMrHFKfEOWEVkNF6qmOxbdJeKA>

A recording of the webinar will be available for those who are unable to attend. Information about the webinar and additional resources will be posted to the APD website.

If there are any questions, please reach out to lisa.c.iguchi@state.or.us

Oregon Department of Human Services website: www.oregon.gov/DHS/