

## Staff Influenza Vaccination

**THIS DATA MUST BE SUBMITTED ELECTRONICALLY USING A VICNISS WEBFORM**  
This form is for internal use only. It is NOT to be submitted to the VICNISS Coordinating Centre.

<b>Data Collection Annual Year: 2012</b>	
<b>Contact Person:</b> _____	<b>Phone:</b> _____
<b>Facility Details</b>	
<b>1. Individual Acute Care Hospital</b>	
Name of Hospital/Health Service: _____ VICNISS Hospital Code: _____	
<b>OR</b>	
<b>2. Multiple Campuses/Sites</b>	
Name of Health Service: _____	
List included acute care hospitals and VICNISS hospital code for each hospital: _____ _____	
List all other included health care facilities*: _____	

**Please complete the following three tables** (See over-page for staff classifications).

If possible, please group Category A staff into listed subcategories.

**Note that the number of medical (1a) plus nursing (1b) plus allied health (1c) plus laboratory staff (1d) plus other clinical staff (1e) should equal the number of Category A staff (1).**

	Table 1: Number of Staff Employed	Table 2: Number of Staff Vaccinated**	
Staff Group	Number of Staff Employed	Number of Staff Vaccinated	Number of Staff that Refused Vaccination***
<b>Category A staff</b>			
a. Medical staff			
b. Nursing staff			
c. Allied Health staff			
d. Laboratory staff			
e. Other staff			
<b>Category B staff</b>			
<b>Total (Category A+B staff)</b>			

Table 3: Specific Departments****				
Group	Total Number			
	Emergency Department	Intensive Care Unit		
		Adult	Paediatric	Neonate
Number of staff employed				
Number of staff vaccinated**				
Number of staff that refused vaccination***				

\*Other health care facilities include for example long term care and rehabilitation facilities.

\*\*Staff vaccinated at your hospital or elsewhere.

\*\*\*Refusal must be acknowledged in writing.

\*\*\*\*Specific department staff to be included in Tables 1 and 2.

## Public Hospital Staff Influenza Vaccination

### Data Collection Form Support Notes

#### Staff Classification

'Staff' refers to persons who are permanently, temporarily or casually employed by health care facilities. It does not include other clinical personnel who are contracted to work, on clinical placement or supervising students' placements. This includes agency staff, university students (including work experience students) and contractors such as Visiting Medical Officers and Visiting Dental Officers.

#### Risk Categories

Risk Category	Comments
<p><b>Category A</b> – Contact with clients and/or blood or body substances or infectious material</p>	<p>This includes staff who have physical contact with clients and/or with (or potential exposure to) blood or body substances.</p> <p>Examples include dentists, medical practitioners, nurses, laboratory staff allied health practitioners, emergency personnel (fire, ambulance and volunteer first aid workers), biomedical and engineering staff, mortuary technicians, central sterile supply staff, and staff responsible for cleaning, decontamination and disposal of contaminated materials.</p> <p>This category also includes staff in patient areas who have contact with clients but rarely have contact with (or potential exposure to) blood or body substances. Examples include catering staff and ward clerks.</p>
<p><b>Category B</b> – No contact with clients and/or blood or body substances or infectious material.</p>	<p>In health care facilities some staff groups have no client contact and therefore have and/or pose no greater exposure to infectious diseases than the general public.</p> <p>Examples include medical records and gardening staff.</p>