



To: SHA Immunisation Leads
PCT Flu Coordinators
PCT Immunisation Coordinators
Secondary Care Immunisation Data Providers (including Ambulance Trusts)

Gateway reference number 15630

16 February 2011

**Seasonal Influenza Vaccine Uptake among Frontline Healthcare Workers
Data Collection 2010/11**

Dear Colleague,

The January survey for the collection of seasonal Influenza vaccine uptake data in frontline healthcare workers (HCWs), has closed. Originally this was planned as the final collection, however some trusts have reported that vaccinations are still being administered to staff and other trusts continue to update previously submitted data. We are therefore adding an additional survey for the collection of data on vaccinations administered to frontline healthcare workers up to end of February 2011. **This additional survey will open on Tuesday 1 March 2011 and will close on Tuesday 15 March 2011.**

This is a **mandatory** collection for all non-foundation NHS trusts (ref: ROCR/OR/0270/000MAND) and the additional survey has been approved by ROCR, therefore all Trusts are required to submit data. Please could SHAs and Trusts ensure that information contained in this letter is cascaded to all data providers as soon as possible. You are reminded that Trusts themselves are responsible for submitting consolidated data for the whole Trust. For PCTs this includes collecting data on vaccinations given to GP practice staff, as was the case last season.

Cumulative data for seasonal influenza vaccinations administered to frontline HCWs between 1 September 2010 and 28 February 2011 (inclusive) will be collected via the Department of Health ImmForm website. ImmForm can be accessed at www.immform.dh.gov.uk. (Details for data providers can be updated on ImmForm using the contact points given at the end of this letter).

Some Trusts may have finished their vaccination programme before the final collection. If so, please select the 'We have finished our seasonal flu vaccination campaign so these data can be regarded as final' box at the bottom of the January survey form. This will ensure the last submitted data for the January survey will be carried forward as the final data for the February survey for that Trust.

If Trusts have finished their campaign, but do not select the box to indicate their programme has been completed in the January survey, they will appear as a 'non-responder' for the February survey. Data will not be carried forward, and they will be required to submit data for the February survey.

If a Trust has marked their campaign as 'completed' in the January survey, but then undertakes further staff vaccinations (e.g. if new staff join), data providers will still be able to amend figures for the February survey.

User Guides

A user guide for NHS trusts on completing the data collections through the ImmForm website is available at:

http://www.dh.gov.uk/prod_consum_dh/groups/dh_digitalassets/documents/digitalasset/dh_120803.pdf

A user guide for GP practices on submitting data through the GP data entry tool on the ImmForm website is available at:

http://www.dh.gov.uk/prod_consum_dh/groups/dh_digitalassets/documents/digitalasset/dh_123783.pdf

N.B. Data submitted to the GP data entry tool is collected by PCTs **only** and added to the PCT data submission to the Department of Health through the ImmForm website.

Further information

If you require a login for ImmForm, please contact immform@dh.gsi.gov.uk . If you have previously registered, your login will still be valid – if you have forgotten your password please request it directly from the ImmForm site by following the password reminder guidance

For HCWs seasonal influenza vaccine uptake data collection queries contact HCWvac@hpa.org.uk

If PCTs have any queries on the GP data entry tool they should contact HCWvac@hpa.org.uk. If GP practices have queries, they should contact their PCT Flu Coordinator, if their PCT decides to use this tool.

For GP patient seasonal influenza vaccine uptake data collection queries contact influenza@hpa.org.uk

If you have any policy queries about the seasonal influenza programme that are not addressed in the CMO letter contact dhmail@dh.gsi.gov.uk

Thank you again for your support and collaboration on this programme.

Yours faithfully,

Influenza Vaccine Uptake Monitoring Team
HCWvac@hpa.org.uk