

**Report of Influenza Immunization – Health Care Workers of Long Term Care Facilities  
2021 – 2022 Season**

**Instructions to LTC facility reporter**

Please send completed forms by email – PREFERRED (or fax) to the following Island Health contact by **January 31, 2022**.

\*\* Only **privately funded** long term care facilities are asked to complete this form.

Name: Kathy Palmer / Heather Middlemiss

Email address: [PublicHealthImmunizationSupport@islandhealth.ca](mailto:PublicHealthImmunizationSupport@islandhealth.ca)

Fax number: 250-744-1042

**Long Term Care Facility\* Information**

Facility Name: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone Number: (\_\_\_\_) \_\_\_\_\_

Health Service Delivery Area: \_\_\_\_\_

Funding Source\*:  Private

Bed Count: \_\_\_\_\_

**Influenza Immunization**

**Date of report\*:** \_\_\_\_\_ (YYYY/MM/DD)

**Healthcare Workers (HCWs)\***

*To be completed for privately funded long term care facilities.*

i) Number of HCWs immunized against influenza: \_\_\_\_\_

ii) Total number of HCWs: \_\_\_\_\_

iii) Are contracted staff\* included in these statistics?

No       Yes       No contracted staff at facility       Unknown

iv) Are physicians included in these statistics?

No       Yes       No physicians at facility       Unknown

**Comments:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**\*Please see overleaf for definitions**

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Term	*Definition for Reporting
<b>Long Term Care Facility</b>	<p>Long term care facilities, including private facilities, that have 50% or more residents aged 65 years and older, provide some health care services, and are either:</p> <ul style="list-style-type: none"> <li>a) licensed under the Hospital Act; or</li> <li>b) licensed under the Community Care and Assisted Living Act</li> </ul> <p><b>Note:</b> This definition excludes mental health facilities with less than 50% residents aged 65 years and older and assisted living facilities that do not provide health care services.</p> <p><b>Note:</b> Health Service Delivery Areas (HSDAs) in which more than 75% of residents of long term care facilities are living in facilities with 20 or more residents may limit the data they collect from facilities licensed under the Community Care and Assisted Living Act to facilities that provide some health care services and house 20 or more residents. This decision will be made at the HSDA level.</p>
<b>Funding Source</b>	Private facilities: Owned and operated by a private company; services are not subsidized by the Ministry of Health.
<b>Date of report</b>	The date on which the long term care facility reports the number of immunized and total healthcare workers.
<b>Healthcare Worker (HCW)</b>	Includes all persons who work or train on a full time, part time or casual basis in a residential care facility or acute care facility as defined above who have direct or indirect contact with patients or residents, regardless of whether they are health care providers. This includes administrative or non-patient care staff (e.g. medical records, housekeeping and dietary). This excludes residents, students, and volunteers.
<b>Contracted Staff</b>	Staff who work for companies that have been contracted to carry out services within the facility (purchased services, such as cleaning services).
<b>Are contracted staff included in these statistics?</b>	<p>No No data were collected for contracted staff working at the facility.</p> <p>Yes Data were collected for some or all contracted staff working at the facility.</p> <p>Or No contracted staff were employed at the facility.</p>