

**Report of Influenza Immunization – Long Term Care Facilities  
2024 – 2025 Season**

**Return address for completed forms:**

Please send completed forms to the contact listed here by **December 31, 2024**.

HA contact person: Laura Hoyseth, Clinical Coordinator, Public Health Immunization Program

Email address: publichealthimmunizationoperations@islandhealth.ca

**Instructions to Health Authorities:**

Please enter a return address and contact details for completed forms above.

Please enter these data into BCCDC's REDCap by **January 31, 2025**.

**Long Term Care Facility\* Information**

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

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

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

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

Funding Source\*:  Owned and Operated     Contract     Private

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

**Influenza Immunization**

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

**Residents\***

*To be completed for all long term care facilities.*

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

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

**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**

## Report of Influenza Immunization – Long Term Care Facilities 2024 – 2025 Season

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>	<p>Owned and operated facilities: Owned and operated by the Health Authority; services are subsidized by the Ministry of Health.</p> <p>Contracted facilities: Operated by a contracted provider (not the Health Authority); services are subsidized by the Ministry of Health.</p> <p>Private facilities: Owned and operated by a private company; services are not subsidized by the Ministry of Health.</p>
<b>Date of report</b>	The date on which the long term care facility reports the number of immunized and total residents and/or healthcare workers.
<b>Number of Residents Immunized</b>	<p>The number of individuals living in the residential care facility who have been immunized against influenza in the current season, whether while residents of the facility or prior to admission.</p> <p><i>e.g., 84 of the residents living in the facility on November 19<sup>th</sup> had been immunized.</i></p>
<b>Total Number of Residents</b>	<p>The number of individuals living in the long term care facility.</p> <p><i>e.g. On December 19<sup>th</sup>, there were 86 residents of the facility.</i></p>
<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>