

To:  
Chief Executives of all NHS trusts and foundation trusts  
Chief People Officers  
Chief Nursing Officers

Copy to:  
CCG Accountable Officers  
Chief Executives of independent sector providers  
NHS Regional Directors  
Chairs of ICSs and STPs  
Chairs of NHS trusts and foundation trusts

NHS England and NHS Improvement  
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80 London Road  
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SE1 6LH

*From the National Director for Emergency and Elective Care*  
[england.nhsfluspoc@nhs.net](mailto:england.nhsfluspoc@nhs.net)

14 October 2020

Dear Colleague,

### **Daily submission of flu vaccination data for healthcare workers (HCW)**

Following the [second annual flu letter](#) dated 5 August 2020, which set out the flu vaccination programme for frontline healthcare workers, I am writing to you now regarding reporting of uptake among staff in NHS trusts and independent providers.

All providers are now required to use a new national solution to capture key healthcare worker flu vaccination data. Timely access to information relevant to the uptake of flu vaccinations for healthcare workers will support flu planning and response activities at both a national and local level. **This solution will also be used to track vaccination of at-risk groups, such as pregnant women.**

This system will also be used to track vaccination status of staff for the COVID vaccine, when it becomes available, and providers will, therefore, not be required to introduce another reporting mechanism in future for this purpose.

The National Immunisation Vaccination System digital solution is already being used in multiple settings to capture flu information and Trusts that provide school-aged vaccination services will already be aware of it. The system can include ESR data pre-loaded in order that most information is pre-populated and additional information to be input by the vaccinator is kept to a minimum. The system allows for real time input on an individual basis or for bulk upload from existing recording mechanisms.

Two options for immediate implementation are available to trusts.

1. For those organisations with no existing system to record individual vaccination on a day by day basis, NIVS is required to be implemented.

2. For those organisations with an existing system in place to record individual vaccination on a day by day basis, export of existing data into NIVS is required.

As in previous seasons, the routine monthly PHE data collection for healthcare workers will continue to operate in parallel using the ImmForm website and IT remains official statistics for the Influenza immunisation programme. We recognise that questions around data governance will be at front and centre for organisations and include further information at Appendix 1.

Next steps involve ensuring the Trust lead for staff flu vaccination, usually NHS Trust Chief People Officers, Directors of HR, Chief Nursing Officers or Chief Operating Officers, engage with the programme rollout team for the NIVS digital solution.

- **We require all trusts to submit their lead contacts to [agem.nivs@nhs.net](mailto:agem.nivs@nhs.net) by no later than Monday 19 October 2020.**
- **Once lead implementors have been identified, information and how-to webinars will be scheduled from 21 October 2020 with multiple sessions being run over a number of days to support orientation and training.**

If you have any questions about this programme, please email [agem.nivs@nhs.net](mailto:agem.nivs@nhs.net) and the team will be happy to respond. You can also contact the national operations centre or regional flu leads for further information via [england.nhsfluspoc@nhs.net](mailto:england.nhsfluspoc@nhs.net).

The reporting and collection of real-time vaccination data is of paramount importance this year, ensuring consistency across all delivery settings, including primary care, pharmacies and at work.

Thank you again for your continued efforts.



**Pauline Philip DBE**  
National Director of Emergency and Elective Care  
NHS England and NHS Improvement

## Appendix 1: Data Governance

We recognise that questions around data governance will be at front and centre for organisations and can confirm:

- The NHS England Technical Design Authority approved the application architecture and data flow management.
- penetration testing of the Application was completed and approved.
- business and service continuity assurance
- application testing assurance
- A DPIA was complete and signed off by NHS England and NHS Improvement, part of this included the System Level Security Policy and Access Control Policy.

The DPIA states the legal basis for establishing this system and processes and is covered by the NHS COPI Notice. The details of the COPI can be found here:

<https://digital.nhs.uk/coronavirus/coronavirus-covid-19-response-information-governance-hub/control-of-patient-information-copi-notice>

NHS England's exercise of the Secretary of State's public health functions

National Health Service Act 2006, c. 41, Part 1, Exercise of Secretary of State's public health functions, Section 7A and sections 2, 2A, 2B and 12 of the 2006 Act so as to provide or secure the provision of s.7A services (as described in paragraph 1.3)

NHS public health functions agreement 2019-20, Public health functions to be exercised by NHS England dated December 2019 describes what is to be included Public Health Functions Agreement 2019-20

NHS Act 2006 S.2 General Powers

The Secretary of State, the Board or a clinical commissioning group may do anything which is calculated to facilitate, or is conducive or incidental to, the discharge of any function conferred on that person by this Act.