

PRIMARY CARE CLINIC STAFF WORKSHEET

This worksheet can help you enumerate your clinic's need for pandemic influenza vaccine. Jobs listed in **bold** represent clinic personnel in Tier 1A, who would receive the highest priority.

Personnel type	Number
Patient care personnel	
Medical assistants	
Nurses (RNs, LPNs)	
Midlevel providers (NPs, PAs)	
Physicians	
Resident physicians	
Ancillary services personnel	
Laboratory	
X-ray	
Behavioral science staff	
Psychologists	
Social workers	
Other	
Patient education staff	
Translators (bilingual staff)	
Security staff	
Total Column 1	
Business office staff	
Billers	
Information services staff	
Clinic administrators	
Reception desk staff	
Transcription staff	
File/records room staff	
Physical plant and janitorial staff	
Total Column 2	
Total number of clinic staff (Column 1 + Column 2)	
Total number of clinic staff in Tier 1A (Column 1 only)	