



NHSN

Patient Safety Component Data Entry

Data Entry for
Monthly Reporting Plans
Patient Information
Linking Records

Audience

- Those who will enter information into the Patient Safety Component of NHSN
- NHSN group users who want to understand the data entry process

Learning Objectives

By the end of this learning event you will be able to:

- Add and Save a Monthly Reporting plan
- Enter Data into data fields in each type of NHSN record
- Link Procedures to SSI Events

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LOG INTO NHSN

Log Into NHSN

- Go to <https://sams.cdc.gov>
- Use your grid card to log in
- Click on **NHSN Reporting**

SAMS
secure access management services

Menu

- My Profile
- Logout

Links

- SAMS User Guide
- SAMS User FAQ
- Identity Verification Overview

My Applications

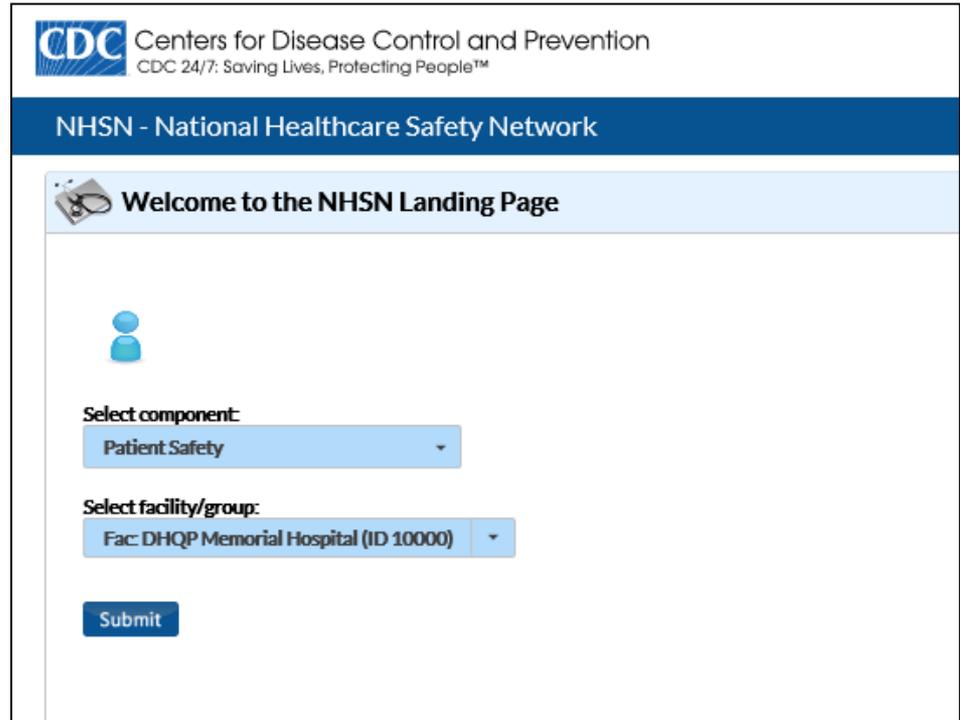
National Healthcare Safety Network System

- NHSN Reporting ***
- NHSN Enrollment *

*** Strong credentials required.**

NHSN Landing Page

- **Select** your component from the drop-down menu
- **Select** the facility/group
- **Click** Submit



The screenshot displays the NHSN Landing Page interface. At the top left is the CDC logo with the text "Centers for Disease Control and Prevention" and "CDC 24/7: Saving Lives, Protecting People™". Below this is a dark blue navigation bar with the text "NHSN - National Healthcare Safety Network". The main content area has a light blue header with a magnifying glass icon and the text "Welcome to the NHSN Landing Page". Below the header is a user selection section. It starts with a blue person icon. The text "Select component:" is followed by a light blue dropdown menu with "Patient Safety" selected. Below that, the text "Select facility/group:" is followed by a light blue dropdown menu with "Fac: DHQP Memorial Hospital (ID 10000)" selected. At the bottom of this section is a dark blue "Submit" button.

NHSN Patient Safety Home Page

- User rights determine which navigation bar options are available

The screenshot displays the NHSN Patient Safety Component Home Page. At the top left is the CDC logo with the text 'Centers for Disease Control and Prevention' and 'CDC 24/7: Saving Lives, Protecting People™'. Below this is a dark blue header with 'NHSN - National Healthcare Safety Network'. The main content area has a light blue header with 'NHSN Patient Safety Component Home Page'. On the left, a navigation menu is highlighted with an orange border, listing: NHSN Home, Alerts, Reporting Plan, Patient, Event, Procedure, Summary Data, Import/Export, Surveys, Analysis, Users, Facility, Group, and Logout. The main content area features a 'COMPLETE THESE ITEMS' section with a 'Survey Required 2016' notification. Below this is an 'Assurance of Confidentiality' statement and a link to 'Get Adobe Acrobat Reader for PDF files'.

Reporting Overview

Before data can be reported to NHSN:

1. Your facility must be enrolled and activated
2. Facility Set-up must be complete. Find required **Facility Set-Up** training here under **Patient Safety Component**:

<https://www.cdc.gov/nhsn/training/enrollment-setup/index.html>

Adding and Saving

MONTHLY REPORTING PLANS

Monthly Reporting Plan

The Monthly Reporting Plan (MRP)

- Indicates to CDC which Patient Safety Component surveillance modules your facility intends to use

TIP: You will specify which months your facility will be doing surveillance

- Needs to be added for every month of the year

TIP: You can add up to one year of Monthly Reporting plan in advance

- For each event type entered in the MRP, data must be collected and reported according to the NHSN protocols, using NHSN definitions and instructions.

Add Monthly Reporting Plan

To Add a Monthly Reporting Plan

- Click Reporting Plan
- Click Add



Add Monthly Reporting Plan

The Monthly Reporting Plan Options

- Specific Plan
- “No Modules Followed” Plan

CDC Centers for Disease Control and Prevention
CDC 24/7. Saving Lives, Protecting People™

NHSN - National Healthcare Safety Network

NHSN Home

- Alerts
- Reporting Plan
- Patient
- Event
- Procedure
- Summary Data
- Import/Export
- Surveys
- Analysis
- Users
- Facility
- Group
- Logout

Add Monthly Reporting Plan

Mandatory fields marked with *

Facility ID *: DHQP Memorial Hospital (ID 10000) ▾

Month *: June ▾

Year *: 2017 ▾

No NHSN Patient Safety Modules Followed this Month

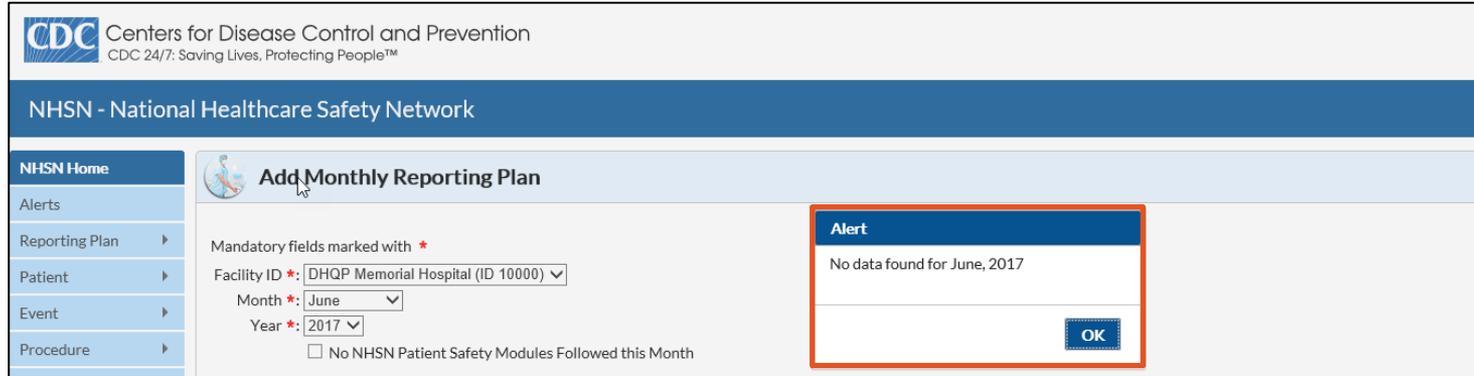
Save Back

TIP: If you are not following any plans for a particular month, click the “No NHSN Patient Safety Modules Followed this Month” box, otherwise complete the rest of the plan. (This option should only be used if you are NOT monitoring anything for the month.)

Add Monthly Reporting Plan

No Data Found

- If a plan has not yet been saved for the month/year you have selected, the message “No data found for the month/year” pop-up alert will appear. **Click OK.**



The screenshot displays the CDC NHSN interface for adding a monthly reporting plan. The page title is "Add Monthly Reporting Plan". The form includes fields for Facility ID (DHQP Memorial Hospital (ID 10000)), Month (June), and Year (2017). A checkbox for "No NHSN Patient Safety Modules Followed this Month" is present. A blue alert box is overlaid on the form, containing the text "Alert" and "No data found for June, 2017", with an "OK" button.

TIP: Indicates a plan has not been saved for this month/year

Surveillance Plan Options

Select a Location

In order to select a location, you will need to first set up the unit/locations. Once you enter your units/locations they will display in the Locations drop-down menu.

For the Device-Associated Module:

1. Choose the mapped location you wish to monitor.
2. Next, select the device you choose to monitor

Centers for Disease Control and Prevention
CDC 24/7. Saving Lives. Protecting People™

NHSN - National Healthcare Safety Network

NHSN Home

Alerts

Reporting Plan

Patient

Event

Procedure

Summary Data

Import/Export

Surveys

Analysis

Users

Add Monthly Reporting Plan

Mandatory fields marked with *

Facility ID *: DHQP Memorial Hospital (ID 10000) ▾

Month *: June ▾

Year *: 2017 ▾

No NHSN Patient Safety Modules Followed this Month

Device-Associated Module

Locations	CLABSI	VAE	CAUTI	CLIP	Pre/NAP (<18 years)
3 CENTRAL - 3 CENTRAL ▾	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Add Row Clear All Rows Copy from Previous Month

Surveillance Plan Options

Add Row and Clear All Rows Features

- To add a row, which will allow you to enter more locations into that specific module, **click** the Add Row button
- To delete all rows within that specific module, click Clear All Rows button

Device-Associated Module

	Locations	CLABSI	VAE	CAUTI	CLIP	PedVAP (<18 years)
	3 CENTRAL - 3 CENTRAL <input type="text"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	5 WEST - 5 WEST <input type="text"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	NICU 3 - LEVEL 3 NICU <input type="text"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Surveillance Plan Options

Delete Location and Copy from Previous Month features

- To delete a location, **click** the trash can icon to delete the associated row
- To copy data entered for that module from the previous month into a new month's plan, **click** the Copy from Previous Month button

Device-Associated Module

	Locations	CLABSI	VAE	CAUTI	CLIP	PedVAP (<18 years)
	3 CENTRAL - 3 CENTRAL <input type="text"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	5 WEST - 5 WEST <input type="text"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	NICU 3 - LEVEL 3 NICU <input type="text"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Surveillance Plan Options: Procedure Associate Module

Select the Surgical Procedure and Patient Procedure location

- For the Procedure Associated Module you wish to follow, **choose** the surgical procedure and **click** the Procedures down arrow
- For the patient procedure SSI location, **add** a check mark in the IN box for inpatient procedures, OUT for outpatient procedures, or both.

Procedure-Associated Module

	Procedures	SSI
	COLO - Colon surgery 	IN: <input checked="" type="checkbox"/> OUT: <input type="checkbox"/>
	HYST - Abdominal hysterectomy 	IN: <input checked="" type="checkbox"/> OUT: <input type="checkbox"/>

Creating

Multi-drug Resistant Organisms Surveillance Plan

Surveillance Plan Options: Multi-Drug Resistant Organism (MDRO) Module

Steps to create MDRO Module

1. Select the location to monitor.
2. Select the Specific Organism Type.
3. If reporting Lab ID events, select the specimen source.

Multi-Drug Resistant Organism Module

Locations				Specific Organism Type				
<input type="checkbox"/> FACWIDEIN - Facility-wide Inpatient (FacWIDEIn) <input type="checkbox"/> 1				<input type="checkbox"/> MRSA - MRSA <input type="checkbox"/> 2				
Process and Outcome Measures								
Infection Surveillance	AST-Timing	AST-Eligible	Incidence	Prevalence	Lab ID Event All Specimens	Lab ID Event Blood Specimens Only	HH	GG
<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> 0909 - 0909 <input type="checkbox"/>				<input type="checkbox"/> MRSA - MRSA <input type="checkbox"/> 3				
Process and Outcome Measures								
Infection Surveillance	AST-Timing	AST-Eligible	Incidence	Prevalence	Lab ID Event All Specimens	Lab ID Event Blood Specimens Only	HH	GG
<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Save Monthly Reporting Plan

To Save a Monthly Reporting Plan

- **Scroll** to bottom of page
- **Click Save**

A confirmation message displays at the top of the screen when the Monthly Reporting Plan has been saved successfully.



Reporting:

**CLABSI, CAUTI, VAE, AND OTHER DEVICE
ASSOCIATED DATA**

Monthly Device-Associated Reporting

When monitoring Device-Associated Events, e.g., CLABSI, CAUTI, VAE, etc., facilities must do the following:

- Complete a monthly summary data form (denominator data) for the locations monitored, including checking the “Report No Events” boxes for months in which no events occurred
- Enter all events specified in the reporting plan that occur in the monitored locations
- Clear up all missing and incomplete alerts on the “Alerts” screen

NOTE: Summary data = denominator data

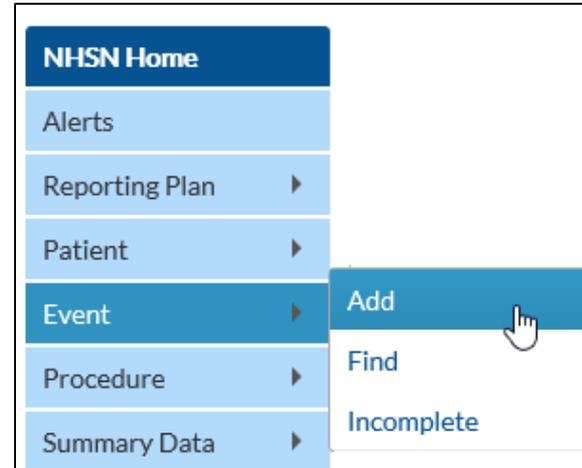
Requirements for Data Fields

- All fields marked with a red asterisk (*) are required, and must be completed
- Some fields are conditionally required when the requirement depends on one of the following:
 - Response given in another field
 - Events identified in your Monthly Reporting Plan
- Other fields are “optional” because NHSN does not require the data, and the information will not be used.

Monthly Device-Associated Reporting: Reporting Device-Associated Events

To Enter Device-Associated Events

- Select Events
- Select Add



Monthly Device-Associated Reporting: Reporting Device-Associated Events

To Enter Device-Associated Events

- **Complete** all required fields, marked with a asterisk (*) in the Patient Information and Event Information sections

NOTE: If this is a Medicare patient, you must complete the Medicare # field

Add Event

Mandatory fields marked with *

Fields required for record completion marked with **

Fields required when in Plan marked with >

Patient Information

Facility ID *: DHQP Memorial Hospital (ID 10000) v

Patient ID *: Find Find Events for Patient

Secondary ID:

Last Name:

Middle Name:

Gender *: v

Ethnicity: v

Race: American Indian/Alaska Native Asian
 Black or African American Native Hawaiian/Other Pacific Islander
 White

Event #:

Social Security #:

Medicare #:

First Name:

Date of Birth *: 19

Event Information

Event Type *: v

Date of Event *: 19

Monthly Device-Associated Reporting: Reporting Device-Associated Events

To Enter Device-Associated Events

- From the Event Type drop down menu, **select** the type of device- associated event that you are reporting.
- Once selected, **complete** all required fields in the Risk Factors, Event Details, and Pathogens sections.

Add Event

Mandatory fields marked with *
Fields required for record completion marked with **
Fields required when in Plan marked with >

Patient Information

Facility ID *: [DHQP Memorial Hospital (ID 10000) v]
Patient ID *: [] Find Find Events for Patient
Secondary ID: []
Last Name: []
Middle Name: []
Gender *: [v]
Ethnicity: [v]
Race: [v]

Event Information

Event Type *: [v]

Custom Fields

Comments

Event #: []
Social Security #: []
Medicare #: []
First Name: []
Date of Birth *: [] 19
Date of Event *: [] 19

Save Back

BJ - Bone and Joint Infection
BSI - Bloodstream Infection
CLIP - Central Line Insertion Practices
CNS - Central Nervous System
CVS - Cardiovascular
EENT - Eye, Ear, Nose and Throat
GI - Gastrointestinal
LABID - Laboratory-identified MDRO or CDI Event
LRI - Lower Respiratory Infection
PNEU - Pneumonia
REPR - Reproductive Tract
SSI - Surgical Site Infection
SST - Skin and Soft Tissue
SYS - Systemic
UTI - Urinary Tract Infection
VAE - Ventilator-Associated Event
[INACTIVE] 1 - CDIFF
SA-BS - MRSA & MSSA BSI
EB-BS - EPIDERMALYLOSIS BULLOSA
FALL - PATIENT FALL
HANG - ACUTE HANG NAILEVENT
MDRO - DRUG RESISTANT ORGANISMS
MRS1 - MRSA TRANSMISSION DATA
MRS2 - HH CP ADHERENCE
MRS3 - MRSA TRANSMISSIONS
PNX - PNEU IN EXTENDED CARE UNIT
SWPIC - MONTHLY EVENT CAPTURE-CULTURE PLUS COLONIZATION
VAADH - MONTHLY INFECTION CONTROL ADHERENCE DATA

Monthly Device-Associated Reporting: Reporting Device-Associated Events

To Save Device-Associated Events

- **Scroll** to bottom of page
- **Click Save**

A confirmation message displays at the top of the screen when the Patient file has been created and saved successfully.

 **Add Event**

 **Successfully added BSI record. Record is complete. [Print record\(ID 26482504\)](#)**

Monthly Device-Associated Reporting: Adding Summary Data to ICU/Other (Non NICU or SCA)

To Add Patient Safety Summary Data

- Click Summary Data
- Click Add



Monthly Device-Associated Reporting: Adding Summary Data to ICU/Other (Non NICU or SCA)

To Add Device-associated Summary Data

- **Select** Device Associated – Intensive Care Unit/Other Locations from the Summary Data Type drop-down menu.
- **Click** Continue button

The image displays two screenshots of a web form titled "Add Patient Safety Summary Data".

The top screenshot shows the "Summary Data Type:" dropdown menu open, with the following options listed:

- Device Associated - Intensive Care Unit / Other Locations (highlighted)
- Device Associated - Neonatal Intensive Care Unit
- Device Associated - SCA/ONC
- MDRO and CDI P

The bottom screenshot shows the "Summary Data Type:" dropdown menu closed, with the selected option "Device Associated - Intensive Care Unit / Other Locations" visible. The "Continue" button is highlighted with a red box.

Monthly Device-Associated Reporting: Adding Summary Data to ICU/Other (Non NICU or SCA)

Steps to Add Summary Data for Intensive Care Unit (ICU)/Other locations (not NICU or SCA)

- **Select** location being monitored from the Location Code drop-down menu
- **Select** the Month and Year that you are monitoring for the selected location

 **Denominators for Intensive Care Unit (ICU)/Other locations (not NICU or SCA)**

Mandatory fields marked with *

Facility ID *: DHQP Memorial Hospital (ID 10000) ▼

Location Code *: CMICU_N - CARDIAC ICU ▼

Month *: March ▼

Year *: 2017 ▼

Total Patient Days *:

Central Line Days *:

Urinary Catheter Days *:

Ventilator Days *:

APRV Days *:

Episodes of Mechanical Ventilation:

Report No Events

CLABS:

CAUTI:

VAE:

PedVAP:

Sample Values For Estimating Denominator Data

Sample Patient Days:

Sample Central Line Days:

Sample Urinary Catheter Days:

Check Box(es) if Sampling Used

Monthly Device-Associated Reporting: Adding Summary Data to ICU/Other (Non NICU or SCA)

Steps to Add Summary Data for Intensive Care Unit (ICU)/Other locations (not NICU or SCA)

- Enter information in required fields
 - Fields without an asterisk are not required, but can be entered.

 **Denominators for Intensive Care Unit (ICU)/Other locations (not NICU or SCA)**

Mandatory fields marked with *

Facility ID *:

Location Code *:

Month *:

Year *:

	Report No Events	Sample Values For Estimating Denominator Data
		Check Box(es) if Sampling Used
Total Patient Days *: <input type="text"/>	CLABSIs: <input type="checkbox"/>	Sample Patient Days: <input type="text"/>
Central Line Days *: <input type="text"/>	CAUTIs: <input type="checkbox"/>	Sample Central Line Days: <input type="text"/> <input type="checkbox"/>
Urinary Catheter Days *: <input type="text"/>		Sample Urinary Catheter Days: <input type="text"/> <input type="checkbox"/>
Ventilator Days *: <input type="text"/>	VAEs: <input type="checkbox"/>	
APRV Days *: <input type="text"/>		
Episodes of Mechanical Ventilation: <input type="text"/>	PedVAPs: <input type="checkbox"/>	

Monthly Device-Associated Reporting: Adding Summary Data to ICU/Other (Non NICU or SCA)

Steps to Add Summary data for Intensive Care Unit (ICU)/Other locations (not NICU or SCA)

- To confirm that no events have been submitted for the month, **Add** a check mark to the appropriate box if open for entry (white).
- If an event is identified for the month, the appropriate box is grayed out and not available for entry.

 **Denominators for Intensive Care Unit (ICU)/Other locations (not NICU or SCA)**

Mandatory fields marked with *

Facility ID *: ▼

Location Code *: ▼

Month *: ▼

Year *: ▼

Total Patient Days *:

Central Line Days *:

Urinary Catheter Days *:

Ventilator Days *:

APRV Days *:

Episodes of Mechanical Ventilation:

Report No Events

CLABS:

CAUTI:

VAE:

PedVAP:

Sample Values For Estimating Denominator Data

Sample Patient Days:

Sample Central Line Days:

Sample Urinary Catheter Days:

Check Box(es) if Sampling Used

Monthly Device-Associated Reporting: Adding Summary Data to ICU/Other (Non NICU or SCA)

Save Denominators for Intensive Care Unit (ICU)/Other locations
(not NICU or SCA)

- **Scroll** to bottom of page
- **Click Save**

A confirmation message displays at the top of the screen when the Patient file has been created and saved successfully.



Denominators for Intensive Care Unit (ICU)/Other locations (not NICU or SCA)



ICU Summary updated successfully. Successfully updated PSSummaryICU record.

Monthly Device-Associated Reporting: Adding Summary Data to NICU Locations (Non NICU or SCA)

To Add Patient Safety Summary Data

- **Select** Device Associated – Neonatal Intensive Care Unit from the Summary Data Type drop-down menu.
- **Click** Continue button

NHSN Home

Alerts

Reporting Plan ▶

Patient ▶

Event ▶

Procedure ▶

Summary Data ▶

 **Add Patient Safety Summary Data**

Summary Data Type:

- Device Associated - Intensive Care Unit / Other Locations
- Device Associated - Neonatal Intensive Care Unit**
- Device Associated - SCA/ONC
- MDRO and CDI Prevention Process and Outcome Measures Monthly Monitoring

Continue Back

Monthly Device-Associated Reporting: Adding Summary Data to NICU Locations

To Add Patient Safety Summary Data

- **Complete** required Fields marked with an asterisk (*)
 - Location code
 - Month
 - Year

Neonatal Intensive Care Unit

Mandatory fields marked with *

Facility ID *: DHQP Memorial Hospital (ID 10000) ▼

Location Code *: NICU 3 - LEVEL 3 NICU ▼

Month *: March ▼

Year *: 2017 ▼

Birth Wt.	Patient Days *	CL Days * No CLABSI	Vent Days No PedVAP	UrC Days
<=750	3	3 <input type="checkbox"/>	3 <input checked="" type="checkbox"/>	2
751-1000	25	25 <input type="checkbox"/>	25 <input type="checkbox"/>	0
1001-1500	1	1 <input checked="" type="checkbox"/>	0 <input checked="" type="checkbox"/>	0
1501-2500	10	10 <input type="checkbox"/>	10 <input checked="" type="checkbox"/>	0
>2500	2	2 <input type="checkbox"/>	2 <input checked="" type="checkbox"/>	0

Custom Fields [Help](#)

[Save](#) [Back](#)

Monthly Device-Associated Reporting: Adding Summary Data to NICU Locations

To Add Patient Safety Summary Data

- Enter Summary Data into required fields with asterisk (*) and other fields as desired
- Enter data for each Birth Weight range
- Click in each Report No Events box, for which no such events were identified for the month

 **Neonatal Intensive Care Unit**

Mandatory fields marked with *

Facility ID *: DHQP Memorial Hospital (ID 10000) ▼

Location Code *: NICU 3 - LEVEL 3 NICU ▼

Month *: March ▼

Year *: 2017 ▼

Birth Wt.	Patient Days *	CL Days * No CLABSI	Vent Days No PedVAP	UrC Days
<=750	<input type="text" value="3"/>	<input type="text" value="3"/> <input type="checkbox"/>	<input type="text" value="3"/> <input checked="" type="checkbox"/>	<input type="text" value="2"/>
751-1000	<input type="text" value="25"/>	<input type="text" value="25"/> <input type="checkbox"/>	<input type="text" value="25"/> <input type="checkbox"/>	<input type="text" value="0"/>
1001-1500	<input type="text" value="1"/>	<input type="text" value="1"/> <input checked="" type="checkbox"/>	<input type="text" value="0"/> <input checked="" type="checkbox"/>	<input type="text" value="0"/>
1501-2500	<input type="text" value="10"/>	<input type="text" value="10"/> <input type="checkbox"/>	<input type="text" value="10"/> <input checked="" type="checkbox"/>	<input type="text" value="0"/>
>2500	<input type="text" value="2"/>	<input type="text" value="2"/> <input type="checkbox"/>	<input type="text" value="2"/> <input checked="" type="checkbox"/>	<input type="text" value="0"/>

Custom Fields [Help](#)

Monthly Device-Associated Reporting: Adding Summary Data to SCA/Oncology

To Add Patient Safety Summary Data for SCA/Oncology

- **Select** Device Associated – SCA/ONC from the Summary Data Type drop-down menu.
- **Click** Continue button

The screenshot displays the NHSN interface for adding patient safety summary data. On the left, a navigation menu includes 'NHSN Home', 'Alerts', 'Reporting Plan', 'Patient', 'Event', 'Procedure', and 'Summary Data'. The main area is titled 'Add Patient Safety Summary Data' and features a 'Summary Data Type:' dropdown menu. The dropdown is open, showing four options: 'Device Associated - Intensive Care Unit / Other Locations', 'Device Associated - Neonatal Intensive Care Unit', 'Device Associated - SCA/ONC' (which is highlighted in blue), and 'MDRO and CDI Prevention Process and Outcome Measures Monthly Monitoring'. Below the dropdown, there are two buttons: 'Continue' (highlighted with a red border) and 'Back'.

Monthly Device-Associated Reporting: Adding Summary Data to SCA/Oncology

To Add Patient Safety Summary Data for SCA/Oncology

- **Complete** required Fields marked with an asterisk (*) and other fields as desired
- For SCA locations, you must **Enter** the number of permanent central lines separate from the temporary central lines.

NOTE: If a patient has BOTH a temporary and a permanent central line, count the day **ONLY** as a temporary line day.

Denominators of Specialty Care Area/Oncology

Mandatory fields marked with *

Facility ID *: DHQP Memorial Hospital (ID 10000) ▼

Location Code *: INHONCSA - IN:ACUTE:SCA:HONC ▼

Month *: February ▼

Year *: 2017 ▼

Total Patient Days: 120

Temporary Central Line Days: 12

Permanent Central Line Days: 32

Urinary Catheter Days: 15

Ventilator Days: 8

APRV Days: 0

Report No Events

TCLAB:

PCLAB:

CAUTI:

VAE:

PedVAP:

Episodes of Mechanical Ventilation:

Custom Fields [Help](#)

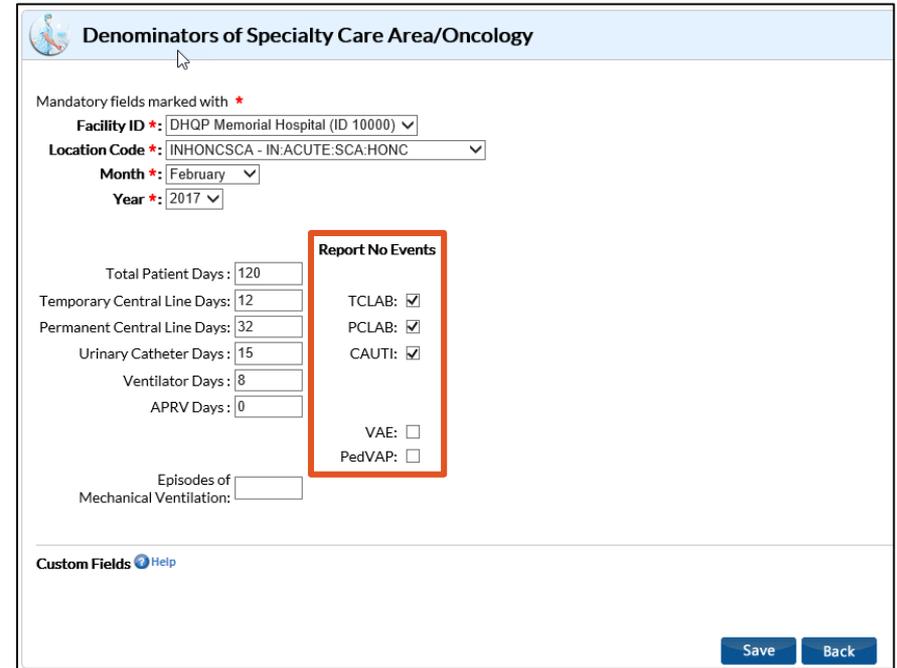
Save Back

Monthly Device-Associated Reporting: Adding Summary Data to SCA/Oncology

To Add Patient Safety Summary Data for SCA/Oncology, con't.

- In the Report No Event section, **Add** a check mark next to the appropriate box where there are no events to report

NOTE: You must check the 'Report No Events' box separately for temporary central line days, and permanent central line days (i.e., "TCLAB", "PCLAB").



Denominators of Specialty Care Area/Oncology

Mandatory fields marked with *

Facility ID *: [DHQP Memorial Hospital (ID 10000) ▼]
Location Code *: [INHONCSA - IN:ACUTE:SCA:HONC ▼]
Month *: [February ▼]
Year *: [2017 ▼]

Total Patient Days: [120]
Temporary Central Line Days: [12]
Permanent Central Line Days: [32]
Urinary Catheter Days: [15]
Ventilator Days: [8]
APRV Days: [0]

Episodes of Mechanical Ventilation: []

Report No Events

TCLAB:
PCLAB:
CAUTI:
VAE:
PedVAP:

Custom Fields [Help](#)

Save Back

Monthly Device-Associated Reporting: Reporting No Events

- If your facility has no events to report for a given month, once that month is complete, you must check the “Report No Events” box on the summary data record for that month.
- If you do not check the “Report No Events” box on the summary data record, you will receive a “Missing Events” alert, which will give you an opportunity to complete this task from the alerts screen.
- If you check the “Report No Events” box, but enter an event at a later time, the “Report No Events” box will automatically uncheck itself.

Reporting:

**C.DIFFICILE, MRSA, AND OTHER DRUG-
RESISTANT INFECTIONS**

MDRO and CDI Prevention Monthly Monitoring

When performing MDRO/CDI reporting in NHSN, e.g., MRSA/CDIFF, etc., facilities must do the following:

- If conducting in-plan surveillance, be sure these events have been added to the reporting plan with the proper locations added
- Complete a monthly summary data form (denominators) for the locations monitored, including checking the “Report No Events” boxes for months that no events occurred
- Enter any events specified in the reporting plan, that occur in the monitored locations
- Clear up all missing and incomplete alerts on the “Alerts” screen

MDRO and CDI Prevention Process and Outcome Measures Monthly Monitoring

To Add Summary Data for MDRO and CDI Prevention Process and Outcome Measures Monthly Monitoring

- **Select** MDRO AND CDI Prevention Process and Outcome Measures Monthly Monitoring from the Summary Data Type drop-down menu.
- **Click** Continue button

Add Patient Safety Summary Data

Summary Data Type: **Device Associated - SCA/ONC**

Continue **Back**

MDRO and CDI Prevention Process and Outcome Measures Monthly Monitoring

To Add Patient Safety Summary Data

- **Select** location being monitored from the Location Code drop-down menu
- **Select** the Month and Year that you are monitoring for the selected location

NOTE: You may report in a specific location, or use Facility Wide (FACWIDEIN or FACWIDEOUT) reporting as a location option.

NHSN Home
MDRO and CDI Prevention Process and Outcome Measures Monthly Monitoring

Alerts

Reporting Plan ▶

Patient ▶

Event ▶

Procedure ▶

Summary Data ▶

Import/Export

Surveys ▶

Analysis ▶

Users ▶

Facility ▶

Group ▶

Logout

Mandatory fields marked with *

Facility ID *: DHQP Memorial Hospital (ID 10000) ▼

Location Code *: ▼

Month *: ▼

Year *: ▼

[Print Form](#)

General

Setting: Inpatient Total Patient Days: Total Admissions:

Setting: Outpatient Total Encounters:

MDRO & CDI Infection Surveillance or LabID Event Reporting

Specific Organism Type	MRSA	Report No Events	VRE	Report No Events	CephR-Klebsiella	Report No Events	CRE-Ecol	Report No Events	CRE-Enterobacter	Report No Events	CRE-Klebsiella	Report No Events	MDR-Acinetobacter	Report No Events	C. difficile	Report No Events
Infection Surveillance	<input type="checkbox"/>															
LabID Event (All specimens)	<input type="checkbox"/>															
LabID Event (Blood specimens only)	<input type="checkbox"/>															

MDRO and CDI Prevention Monthly Monitoring

If this is for FACWIDEIN location code, enter the total number of patient days for all facility inpatient locations combined for the month. All of the facility's inpatient locations must be included, where denominators can be accurately collected and there is the possibility of the MDRO to be present, transmitted, and identified in that specific location.

NOTE: For MDRO, locations with unique CCNs (IRF, IPF) should be subtracted to determine the MDRO counts. For CDIFF, subtract locations with unique CCNs and baby based locations.

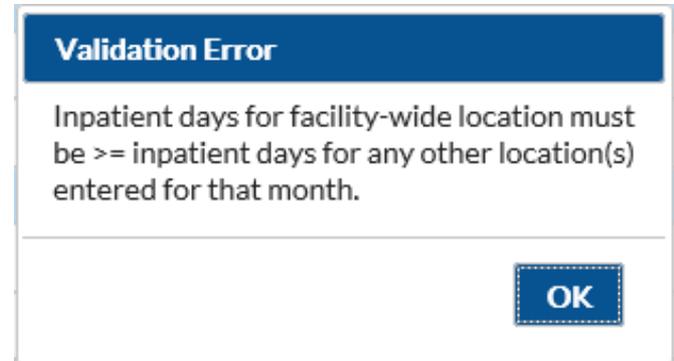
Setting: Inpatient	Total Facility Patient Days * :	<input type="text"/>	Total Facility Admissions * :	<input type="text"/>
Setting: Outpatient	Total Facility Encounters :	<input type="text"/>		

Monthly FacWideIN Reporting:

MDRO and CDI Prevention Process and Outcome Measures Monthly Monitoring

To Add Patient Safety Summary Data

If you attempt to save a FACWIDEIN MDRO summary record with less total patient days than you have in any other inpatient location (as submitted under the device associated module), you will receive this pop up alert: “Inpatient days for a facility-wide location must be \geq inpatient days for any other location(s) entered for that month.”



MDRO and CDI Prevention Monthly Monitoring Reporting No Events

- If your facility has no events to report for a given month, once that month is complete, you must check the “Report No Events” box on the summary data record for that month.
- If you do not check the “Report No Events” box on the summary data record, you will receive a “Missing Events” alert, which will give you an opportunity to complete this task from the alerts screen.
- If you check the “Report No Events” box, but enter an event at a later time, the “Report No Events” box will automatically uncheck itself.

Reporting:

LabID Events

Monthly MDRO Reporting: Adding LabID Events (MRSA/CDIFF)

To Add LabID Event

- Select Events
- Select Add
- Select LABID from Event Type drop-down menu

Add Event

Mandatory fields marked with *

Fields required for record completion marked with **

Fields required when in Plan marked with >

Patient Information

Facility ID *: DHQP Memorial Hospital (ID 10000) ▼

Patient ID *: 000000 Find Find Events for Patient

Secondary ID:

Last Name:

Middle Name:

Gender *: ▼

Ethnicity: ▼

Race: American Indian/Alaska Native Asian
 Black or African American Native Hawaiian/Other Pacific Islander
 White

Event Information

Event Type *: LABID - Laboratory-identified MDRO or CDI Event

Date Specimen Collected *: 03/07/2017 19

Specific Organism Type *: MRSA - MRSA ▼

Outpatient: N - No ▼

Specimen Body Site/Source *: CARD - Cardiovascular/ Circulatory/ Lymphatics ▼

Specimen Source *: BLDSPC - Blood specimen ▼

Date Admitted to Facility *: 02/01/2017 19

Location *: MDWARD - MD TEST WARD ▼

Date Admitted to Location *: 02/06/2017 19

Has patient been discharged from your facility in the past 4 weeks? *: N - No ▼

Has the patient been discharged from another facility in the past 4 weeks? *: N - No ▼

Documented evidence of previous infection or colonization with this specific organism type from a previously reported LabID Event in any prior month?: N - No ▼

BJ - Bone and Joint Infection
 BSI - Bloodstream Infection
 CLIP - Central Line Insertion Practices
 CNS - Central Nervous System
 CVS - Cardiovascular
 EENT - Eye, Ear, Nose and Throat
 GI - Gastrointestinal
 LABID - Laboratory-identified MDRO or CDI Event
 LRI - Lower Respiratory Infection
 PNEU - Pneumonia
 REPR - Reproductive Tract
 SSI - Surgical Site Infection
 SST - Skin and Soft Tissue
 SYS - Systemic
 UTI - Urinary Tract Infection
 VAE - Ventilator-Associated Event
 [INACTIVE] 1 - CDIFF
 SA-BS - MRSA & MSSA BSI
 EB BS - EPIDERMYSITIS BULLOSA
 FALL - PATIENT FALL
 HANG - ACUTE HANG NAILEVENT
 MDRO - DRUG RESISTANT ORGANISMS
 MRSA1 - MRSA TRANSMISSION DATA
 MRSA2 - HH CP ADHERENCE
 MRSA3 - MRSA TRANSMISSIONS
 PNx - PNEU IN EXTENDED CARE UNIT
 SWPIC - MONTHLY EVENT CAPTURE-CULTURE PLUS COLONIZATION
 VAADH - MONTHLY INFECTION CONTROL ADHERENCE DATA

Monthly MDRO Reporting: Adding LabID Events (MRSA/CDIFF)

To Add LabID Event

- **Complete** all required fields, marked with an asterisk (*) and others as desired
- **Click Save**

NOTE: If this is a Medicare patient, you must **Enter** the Medicare number in the Medicare # field

Add Event

Mandatory fields marked with *

Fields required for record completion marked with **

Fields required when in Plan marked with >

Patient Information

Facility ID *: DHQP Memorial Hospital (ID 10000) ▼

Patient ID *: 000000 Find Find Events for Patient

Secondary ID: []

Last Name: []

Middle Name: []

Gender *: [] ▼

Ethnicity: [] ▼

Race: American Indian/Alaska Native Asian
 Black or African American Native Hawaiian/Other Pacific Islander
 White

Event #: []

Social Security #: []

Medicare #: []

First Name: []

Date of Birth *: []/ []/ [] 19

Event Information

Event Type *: LABID - Laboratory-identified MDRO or CDI Event ▼

Date Specimen Collected *: 03/07/2017 19

Specific Organism Type *: MRSA - MRSA ▼

Outpatient *: N - No ▼

Specimen Body Site/Source *: CARD - Cardiovascular/ Circulatory/ Lymphatics ▼

Specimen Source *: BLDSPC - Blood specimen ▼

Date Admitted to Facility *: 02/01/2017 19

Location *: MDWARD - MD TEST WARD ▼

Date Admitted to Location *: 02/06/2017 19

Has patient been discharged from your facility in the past 4 weeks? *: N - No ▼

Has the patient been discharged from another facility in the past 4 weeks?: N - No ▼

Documented evidence of previous infection or colonization with this specific organism type from a previously reported LabID Event in any prior month?: N - No ▼

Reporting:

SURGICAL SITE INFECTIONS (SSI)

Reporting Surgical Site Infections (SSI)

- When reporting SSI, be sure to add the procedures that you will be monitoring to the Procedure- Associated Module in your Monthly Reporting plan
- Report all surgeries that are referenced in your Monthly Reporting Plan
- Report all SSI (Events) that occur due to a procedure performed that you are monitoring, and link them to the corresponding procedure

Reporting Surgical Site Infections (SSI)

- Once the month is complete, if you did not perform any monitored procedures according to the Monthly Reporting Plan, you will receive a “Missing Procedures” alert on your alerts screen
- Once the month is complete, if no events were reported for the procedures that you are monitoring according to your Monthly Reporting Plan, you will receive a “Missing PA Events” alert on your alerts screen
- Please be sure to clear these alerts by clicking the “No Procedure Performed” / “Report No Events” boxes, if appropriate.

Reporting Surgical Site Infections (SSI)

To Add Surgical Site Infection Procedure

- Select Procedure from left navigation menu
- Select Add
- Select SSI Procedure from NHSN Procedure Code drop-down menu
- Complete all required fields marked with an asterisk (*)

Add Procedure

Mandatory fields marked with *

Fields required when in Plan marked with >

Patient Information

Facility ID *: DHQP Memorial Hospital (ID 10000) ▼

Patient ID *: Find Find Procedures for Patient

Secondary ID:

Last Name:

Middle Name:

Gender *: ▼

Ethnicity: ▼

Race: American Indian/Alaska Native Asian
 Black or African American Native Hawaiian

Procedure Information

NHSN Procedure Code *: ▼

Select button for system used

ICD-10 PCS

CPT Code

Procedure Date *: 25 Link/Unlink to Event

Procedure Details

Outpatient *: ▼ Duration (Hrs: Mins) *: :

Wound Class *: ▼ General Anesthesia *:

ASA Score:

AAA - Abdominal aortic aneurysm repair
AMP - Limb amputation
APPY - Appendix surgery
AVSD - AV shunt for dialysis
BILI - Bile duct, liver or pancreatic surgery
BRST - Breast surgery
CARD - Cardiac surgery
CBGB - Coronary bypass w/ chest & donor incisions
CBGC - Coronary bypass graft with chest incision
CEA - Carotid endarterectomy
CHOL - Gallbladder surgery
COLO - Colon surgery
CRAN - Craniotomy
CSEC - Cesarean section
FUSN - Spinal fusion
FX - Open reduction of fracture
GAST - Gastric surgery
HER - Herniorrhaphy
HPRO - Hip prosthesis
HTP - Heart transplant
HYST - Abdominal hysterectomy
KPRO - Knee prosthesis
KTP - Kidney transplant
LAM - Laminectomy
LTP - Liver transplant
NECK - Neck surgery
NEPH - Kidney surgery
OVRY - Ovarian surgery
PACE - Pacemaker surgery

Reporting Surgical Site Infections (SSI)

To Add Surgical Site Infection Event

- Select Events
- Select Add
- Select SSI – Surgical Site Infection from Event Type drop-down menu

Add Event

Mandatory fields marked with *
Fields required for record completion marked with **
Fields required when in Plan marked with >

Patient Information

Facility ID *: DHQP Memorial Hospital (ID 10000) v

Patient ID *: Find Find Events for Patient

Secondary ID:

Last Name:

Middle Name:

Gender *:

Ethnicity:

Race: American Indian/Alaska Native Asian
 Black or African American Native Hawaiian/Other Pacific Islander
 White

Event Information

Event Type *: SSI - Surgical Site Infection

NHSN Procedure Code *:

Select button for system used
 ICD-10 PCS Outpatient Procedure *:

CPT Code

Procedure Date *: 25 Link to Procedure

MDRO Infection Surveillance *:

Location:

Date Admitted to Facility >: 25

BJ - Bone and Joint Infection
BSI - Bloodstream Infection
CLIP - Central Line Insertion Practices
CNS - Central Nervous System
CVS - Cardiovascular
EENT - Eye, Ear, Nose and Throat
GI - Gastrointestinal
LABID - Laboratory-identified MDRO or CDI Event
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PNEU - Pneumonia
REPR - Reproductive Tract
SSI - Surgical Site Infection
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SA-BS - MRSA & MSSA BSI
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FALL - PATIENT FALL
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MDRO - DRUG RESISTANT ORGANISMS
MRSA1 - MRSA TRANSMISSION DATA
MRSA2 - HH CP ADHERENCE
MRSA3 - MRSA TRANSMISSIONS
PNX - PNEU IN EXTENDED CARE UNIT
SWPIC - MONTHLY EVENT CAPTURE-CULTURE PLUS COLONIZATION
VAADH - MONTHLY INFECTION CONTROL ADHERENCE DATA

Reporting Surgical Site Infections (SSI)

Linking Events to Procedures

- Before saving an SSI Event Record, you can link the event record to the associated procedure
- Any Event and associated procedure can be linked at any time by using the “edit” function
- The Linking function can be initiated from the SSI Event record, or the Procedure record

Reporting Surgical Site Infections (SSI)

Linking Events to Procedures

- Events and Procedures can be “Unlinked”
- If there are any discrepancies between the procedure record and the event record, you will receive a message stating that there is “No Matching Procedure Found”, and they will not be linked. (For example: the procedure dates, outpatient field, or the ICD-10 codes are not matching across records)

Reporting Surgical Site Infections (SSI) Linking Events to Procedures

To Link the event to the procedure

- Click Link Procedure button, in the Event Information section

Event Information

Event Type *: SSI - Surgical Site Infection

NHSN Procedure Code *: HYST - Abdominal hysterectomy

Select button for system used

ICD-10 PCS Outpatient Procedure *:

CPT Code

Procedure Date *: 25 [Link to Procedure](#)

MDRO Infection Surveillance *:

Location:

Date Admitted to Facility >: 25

Reporting Surgical Site Infections (SSI)

Linking Events to Procedures

To Link the event to the procedure

- Click to add checkmark next to the event to link the procedure
- Click Link button

Link to Procedure ✕

	Procedure #	NHSN Procedure Code	ICD-9-CM Code	ICD-10 PCS	CPT Code	Procedure Date	Linked Events
<input checked="" type="checkbox"/>	25828960	COLO				10/19/2016	25828961;

Reporting Surgical Site Infections (SSI)

Linking Events to Procedures

Link Confirmation

Once the event and procedure has been linked successfully, you will see the green checkmark icon next to the words “Event Linked”

Procedure Date *: 08/15/2006	Link/Unlink Procedure	 Event Linked
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Reporting Surgical Site Infections (SSI)

Unlinking Events to Procedures

To Unlink the event to the procedure

- Click to remove checkmark next to the event to unlink the procedure
- Click Link/Unlink button

The image shows two screenshots of a 'Link to Procedure' dialog box. The top screenshot shows a table with a checked checkbox in the first column, indicating the event is linked. The bottom screenshot shows the same table with an unchecked checkbox, and a red box highlights the 'Link/Unlink' button at the bottom right.

	Procedure #	NHSN Procedure Code	ICD-9-CM Code	ICD-10 PCS	CPT Code	Procedure Date	Linked Events
<input checked="" type="checkbox"/>	25828960	COLO				10/19/2016	25828961;

	Procedure #	NHSN Procedure Code	ICD-9-CM Code	ICD-10 PCS	CPT Code	Procedure Date	Linked Events
<input type="checkbox"/>	25828960	COLO				10/19/2016	25828961;

Link/Unlink Cancel

Reporting Surgical Site Infections (SSI)

Unlinking Events to Procedures

Unlink Confirmation

Once the event and procedure has been unlinked successfully, you will see the original screen with the Link to Procedure button.

Procedure Date *	<input type="text" value="10/19/2016"/>		<input type="button" value="Link to Procedure"/>
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Creating and Importing:

Antimicrobial Use and Resistance (AUR)

Module

Surveillance Plan Options: Antimicrobial Use and Resistance Module

Steps to create Antimicrobial Use and Resistance Module Reporting Plan

1. Select the location that you wish to monitor.
2. Check the box(s) for Antimicrobial Use and Antimicrobial Resistance

Antimicrobial Use and Resistance Module

	Locations	Antimicrobial Use	Antimicrobial Resistance
	FACWIDEIN - Facility-wide Inpatient (FacWIDEIn) <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	5GPED - PED MED_SURG - AU <input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	PMICU - PED MICU_AU <input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	SURGWARD - SURGICAL WARD - AU <input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	EMERG - EMERGENCY DEPT <input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Importing AUR CDA Files into NHSN – Manual Upload

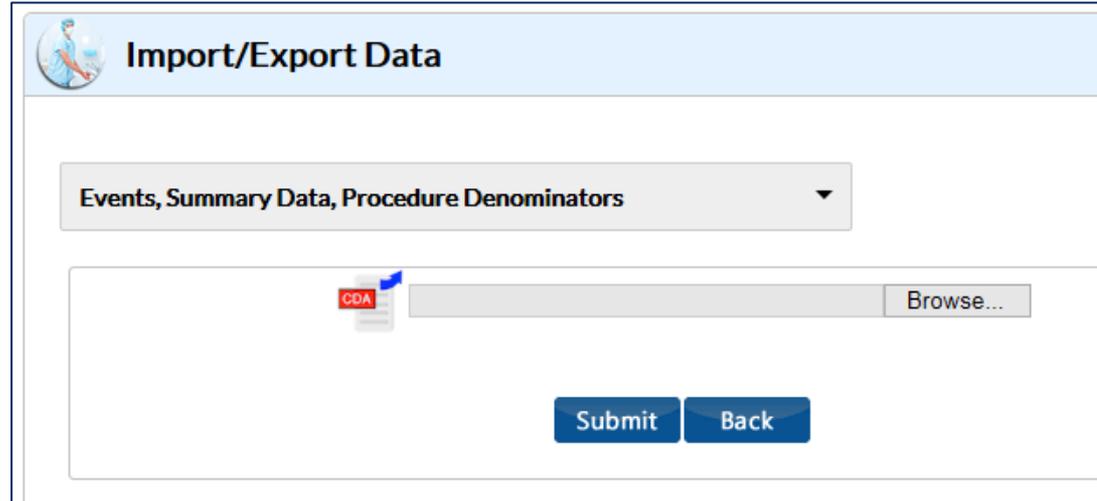
- Click Import/Export
- Click “Events, Summary Data, Procedure Denominators”

The screenshot displays the NHSN Home navigation menu on the left and the 'Import/Export Data' section on the right. The 'Import/Export' menu item is highlighted with a mouse cursor. The 'Import/Export Data' section shows a dropdown menu for 'Select import/export type' with the following options:

- CSV Patients
- CSV Procedures
- CSV Surgeons
- CDA Events, Summary Data, Procedure Denominators** (highlighted with a red box)
- CDA SSI events (requires link to procedure)

Importing AUR CDA Files into NHSN – Manual Upload

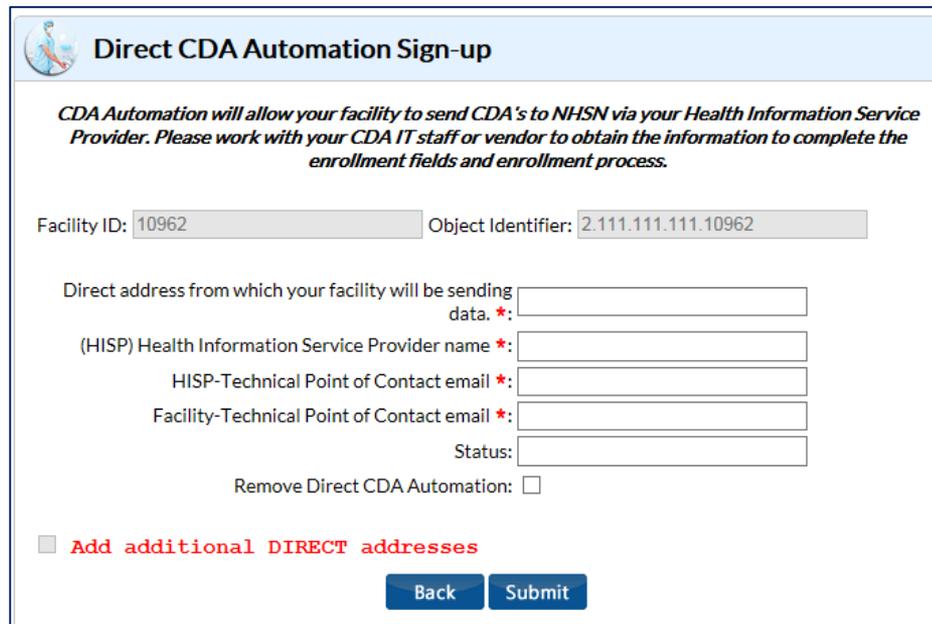
- **Browse** for your CDA zip file
- **Click Submit**



The screenshot displays the 'Import/Export Data' interface. At the top, there is a header with a circular icon of a person in a blue uniform and the text 'Import/Export Data'. Below the header is a dropdown menu currently set to 'Events, Summary Data, Procedure Denominators'. Underneath the dropdown is a file upload area featuring a 'CDA' icon, a text input field, and a 'Browse...' button. At the bottom of the form are two blue buttons labeled 'Submit' and 'Back'.

Importing AUR CDA Files into NHSN – Automated Upload

- Must get approval from vendor *prior* to signing up



Direct CDA Automation Sign-up

CDA Automation will allow your facility to send CDA's to NHSN via your Health Information Service Provider. Please work with your CDA IT staff or vendor to obtain the information to complete the enrollment fields and enrollment process.

Facility ID: Object Identifier:

Direct address from which your facility will be sending data. *:

(HISP) Health Information Service Provider name *:

HISP-Technical Point of Contact email *:

Facility-Technical Point of Contact email *:

Status:

Remove Direct CDA Automation:

Add additional DIRECT addresses

Importing AUR CDA Files into NHSN – Automated Upload

Steps to sign up for automated upload from vendor/IT solutions using DIRECT CDA Automation

1. Select Facility
2. Select CDA Automation

NOTE: Details on CDA upload:

<https://www.cdc.gov/nhsn/cdaportal/importingdata.html>



Editing, Finding, and Deleting:

Patient Records

Patient Records: Required Fields

There are some fields in NHSN that are required and some that are conditionally required which are based on previous date entered. Here is a short list.

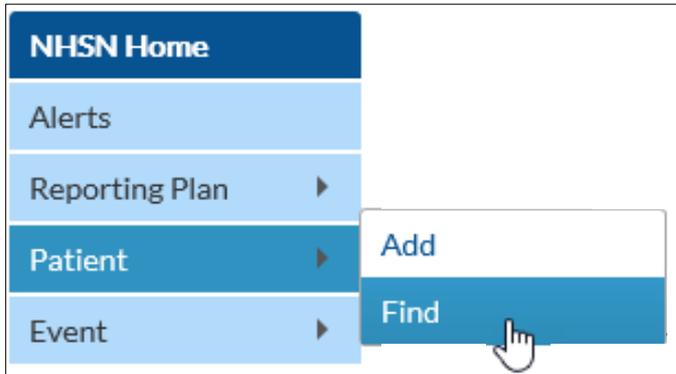
- Required Fields
 - Patient ID
 - Gender
 - Date of Birth

- Conditionally Required Field
 - Birth weight (only if neonate)
 - Medicare Number (Required on all event records for Medicare patients)

Patient Records: Find A Patient

To Find a Previously Entered Patient

- Click Patient
- Click Find



Patient Records: Find A Patient

To find a previously entered patient

- Enter patient criteria to search by (*patient last name is used in example*)
- Click Find

NOTE: If you don't enter any search criteria, and you click "Find", the system will pull all patient records, and you can scroll through them to find the desired record)

Find Patient

- Enter search criteria and click Find
- Fewer criteria will return a broader result set
- More criteria will return a narrower result set

Patient Information

Facility ID: DHQP Memorial Hospital (ID 10000) ▼

Patient ID:

Last Name:

First Name:

Social Security #:

Gender: ▼

Secondary ID:

Patient Records: Find A Patient

To find a previously entered patient

Click View patient events/procedures button, to view all event and procedure records associated with the patient's record

 **View Patient**

Mandatory fields marked with *

Patient Information

Facility ID *	DHQP Memorial Hospital (10000)	Social Security #:	
Patient ID *	100200	Medicare #:	
	View patient events/procedures	First Name:	Stay
Secondary ID:		Date of Birth *	04/13/1999
Last Name:	Safe		
Middle Name:			
Gender *	F - Female		
Birth Weight (grams):			
Ethnicity:			
Race:	<input type="checkbox"/> American Indian/Alaska Native	<input type="checkbox"/> Asian	
	<input type="checkbox"/> Black or African American	<input type="checkbox"/> Native Hawaiian/Other Pacific Islander	
	<input type="checkbox"/> White		

Patient Records: Editing and Deleting

- All records can be edited by clicking the “Edit” button on the bottom of the page
- “Event type” cannot be edited on event records
- All records can be deleted by clicking on the “Delete” button at the bottom of the record
- The patient ID can only be edited from the actual patient record. It cannot be edited from a procedure or event record

**For any questions or concerns,
contact the NHSN Helpdesk at nhsn@cdc.gov**



For more information please contact Centers for Disease Control and Prevention
1600 Clifton Road NE, Atlanta, GA 30333
Telephone, 1-800-CDC-INFO (232-4636)/TTY: 1-888-232-6348
E-mail: cdcinfo@cdc.gov Web: www.cdc.gov

The findings and conclusions in this report are those of the authors and do not necessarily represent the official position of the Centers for Disease Control and Prevention.