



NHSN Training Series:

Getting to Know NHSN – Don't Let It Bug You!

WebEx 2 of 3:


Facility Set-Up

November 11, 2010

This presentation was made possible in part thanks to support from Scottsdale Healthcare. These materials are distributed by Health Services Advisory Group, Inc. , the Medicare Quality Improvement Organization for Arizona, under contract with the Centers for Medicare & Medicaid Services (CMS), an agency of the U.S. Department of Health and Human Services. The contents presented do not necessarily reflect CMS policy. Publication No. AZ-9SOW-6.2.4-111010-01

Getting Started with NHSN


Facility Set-Up

CDC Home
 Centers for Disease Control and Prevention
 Your Online Source for Credible Health Information

A-Z Index [A](#) [B](#) [C](#) [D](#) [E](#) [F](#) [G](#) [H](#) [I](#) [J](#) [K](#) [L](#) [M](#) [N](#) [O](#) [P](#) [Q](#) [R](#) [S](#) [T](#) [U](#) [V](#) [W](#) [X](#) [Y](#) [Z](#) #

National Healthcare Safety Network (NHSN)

The National Healthcare Safety Network (NHSN) is a voluntary, secure, internet-based surveillance system that integrates and expands legacy patient and healthcare personnel safety surveillance systems managed by the Division of Healthcare Quality Promotion (DHQP) at CDC. NHSN also includes a new component for hospitals to monitor adverse reactions and incidents associated with receipt of blood and blood products. Enrollment is open to all types of healthcare facilities in the United States, including acute care hospitals, long term acute care hospitals, psychiatric hospitals, rehabilitation hospitals, outpatient dialysis centers, ambulatory surgery centers, and long term care facilities. For more information, click on the topics below.



Biovigilance Component
 NHSN Biovigilance Component

Replay

New to NHSN?
 HAI: Recovery Act
 Biovigilance >>

Text size: [S](#) [M](#) [L](#) [XL](#)

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FLU.GOV
 Know what to do about the flu.
[VISIT FLU.GOV](#)
 SHARE THIS WIDGET

Topics

<p>About NHSN Overview, Purposes, Confidentiality statement, How data are used, External Peer Review report...</p>	<p>Enrollment Requirements Eligibility, Required Training, Reporting & System Requirements, Security, Begin Enrollment...</p>
<p>Forms Component-specific manuals containing data collection protocols, instructions for completing forms...</p>	<p>Training Self-study slide sets and corresponding materials for NHSN modules...</p>
<p>NHSN Manuals Component-specific manuals containing data collection protocols, instructions for completing forms...</p>	<p>Patient Safety Component Overview of the Modules: Device-associated, Procedure-associated, MDRO/CDAD, Vaccination...</p>
<p>Resource Library Guides, Manuals, NHSN Codes & Variables, FAQs, HIPAA...</p>	<p>Biovigilance Component Hemovigilance Module Overview, Protocol and Tables of Instructions...</p>
	<p>Healthcare Personnel Safety Component Overview of the Exposure, Management, and Vaccination Modules, Benefits of participation...</p>

Data & Statistics


States with Facilities Using NHSN
 (total: 2646)



CDC currently supports more than 2600 hospitals that are using NHSN and 21 states require hospitals to report HAI's using NHSN.

[More Data & Statistics >>](#)

Clinical Document Architecture



Clinical Document Architecture (CDA) is a

Get email updates
 To receive email updates about NHSN, enter your email address:

[What's this?](#)

Contact NHSN:

Centers for Disease Control and Prevention
 National Healthcare Safety Network
 MS-A24
 1600 Clifton Rd
 Atlanta, GA 30333
nhsn@cdc.gov
[More contact info >>](#)

Kevin Waldrop BSMT (ASCP) CIC
 Fall 2010

Goals

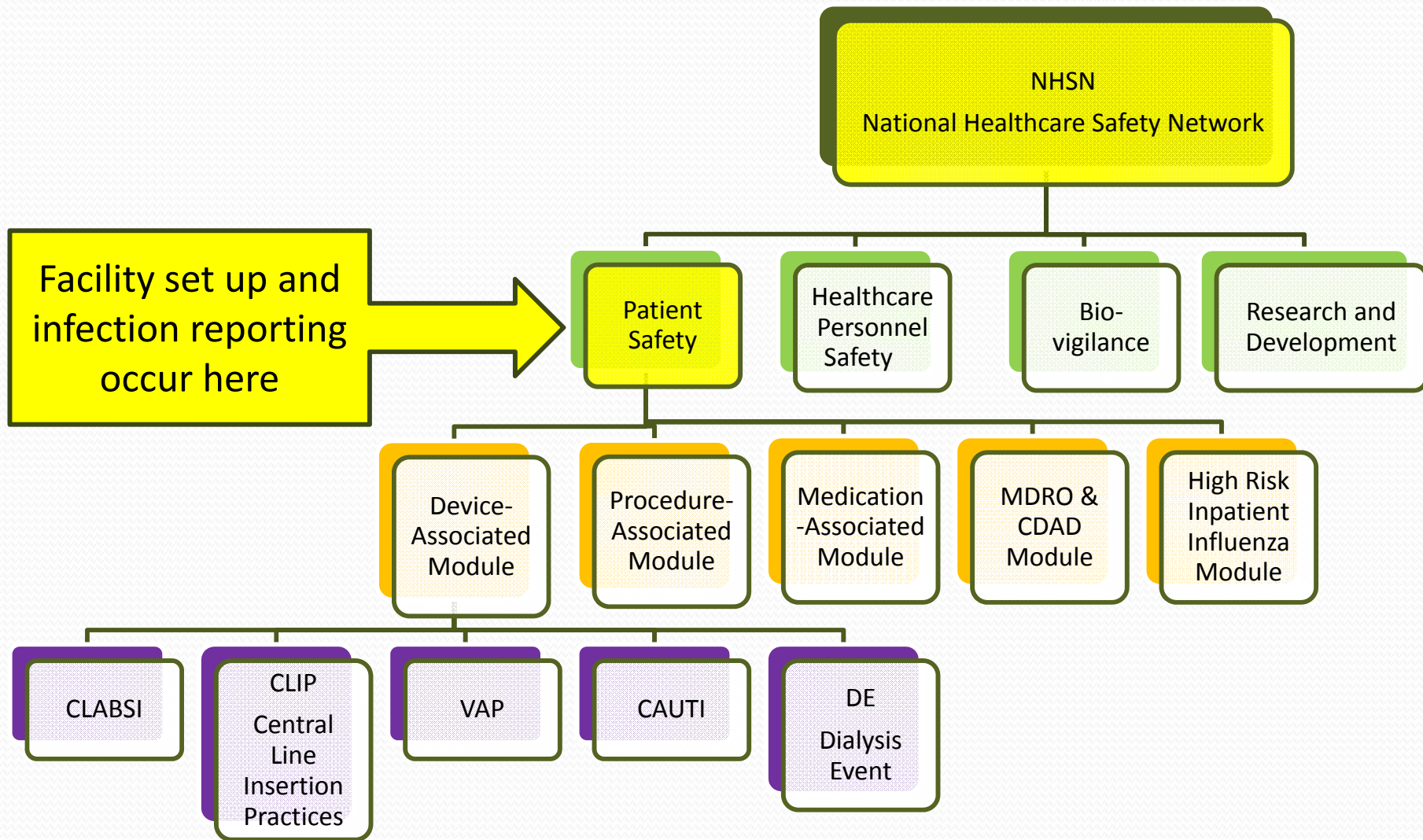
At the end of this presentation, participants will be able to:

- Add and edit users
- Add and edit patient care locations for surveillance
- Add and edit a monthly reporting plan

Recommended Reading

- Review slide set “Overview of the Patient Safety Component”
http://www.cdc.gov/nhsn/PDFs/slides/NHSN_Overview_hybrid_set.pdf
- Reporting Plan blank form
http://www.cdc.gov/nhsn/forms/57.106_PSReportPlan_BLANK.pdf
- CMS NHSN & CLABSI Reporting Information
<http://www.qualitynet.org/dcs/ContentServer?c=Page&pageName=QnetPublic%2FPage%2FQnetTier2&cid=1228760487021>
- CDC Information related specifically to new CMS requirements
http://www.cdc.gov/nhsn/cms-ipps-rule_training.html


Overview of NHSN



Logging into NHSN

The screenshot shows a web browser window with the address bar displaying <https://sdn.cdc.gov/>. The browser's menu bar includes File, Edit, View, Favorites, Tools, and Help. The address bar shows a "Connecting..." status. The main content area displays the Scottsdale Healthcare logo with the tagline "Personalizing Health" and a group of healthcare professionals. A navigation menu includes links for Programs, Healthstream, Login Requests, Celebrations, and Career & Volunteer Opp. A dialog box titled "Choose a digital certificate" is overlaid on the page. The dialog box contains the following text:

Identification

 The website you want to view requests identification. Please choose a certificate.

Name	Issuer
Kevin Waldrop	CDC Secure Data Network CA

Buttons: More Info..., View Certificate..., OK, Cancel

The background page also features a "proudly!" section with text about badge cards and a "Resources for s" section with a logo for "What's Your Bright Ideas?" and text about Scottsdale Health hospitals.

- Digital certificate appears when you go to the NHSN log in page:
- <https://sdc.cdc.gov>

Setting up Reporting in NHSN

Next steps after enrollment

- Reporting Set Up:
 - Add users
 - Add locations
 - Add reporting plans



The screenshot shows the CDC Public Health Partners dashboard. At the top, it says "CDC Public Health Partners" and "You are logged in as Maggie Dudeck". The main content is divided into two columns. The left column is titled "My Applications" and contains a section for "National Healthcare Safety Network (NHSN)" with two links: "NHSN Enrollment" and "NHSN Reporting". A red arrow points to the "NHSN Reporting" link. Below this is a link for "Request Additional Activities". The right column is titled "Morbidity" and contains a section for "This Week" with three links: "Great", "Ciga", and "Salm". Below this is a section for "Recommen" with three links: "Interr", "Lead", and "Appo".

Patient Safety Component

Centers for Disease Control and Prevention

National Healthcare Safety Network

Welcome to the NHSN Landing Page

Select a facility and component,
then click Submit to go to the Home Page.

Select facility/group from dropdown list:

Select facility within the above group:

Select component:



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- If you report data for more than one facility, select the facility from the drop-down list.
- All healthcare associated infection reporting occurs under Patient Safety Component.

Patient Safety Component

- Patient Safety Component Home Page shows facility, facility ID, and user name.

CDC Department of Health and Human Services
Centers for Disease Control and Prevention

NHSN - National Healthcare Safety Network

Logged into Scottsdale Healthcare Osborn (ID 11249) as KWALDROP.
Facility Scottsdale Healthcare Osborn (ID 11249) is following the PS component.

NHSN Patient Safety Component Home P

Use the Navigation bar on the left to access the features of t

Assurance of Confidentiality: The information obtained in this surveillance with a guarantee that it will be held in strict confidence, will be used only f consent of the individual, or the institution in accordance with Sections 30· (d)).

NHSN maintenance may occur nightly between 12am and 6am Eastern time.

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Patient Safety Component

- Navigation tool bar on the left contains links you will use.
- We will look at:
 - Users
 - Facility
 - Reporting Plan

CDC
Department of Health and
Centers for Disease
Control and Prevention

NHSN - National Healthcare Safety Network

Logged into Scottsdale Health
Facility Scottsdale Healthcare

NHSN
Use the
Assurance
with a guaranteed
consent of
(d)).

**NHSN r
betwee**

Get
ADC

Navigation menu items:
NHSN Home
Reporting Plan
Patient
Event
Procedure
Summary Data
Import/Export
Analysis
Surveys
Users
Facility
Group
Log Out

Review Your User Info

The screenshot shows the NHSN Patient Safety Component Home Page. At the top right, a navigation bar contains links for [NHSN Home](#), [My Info](#), [Contact us](#), [Help](#), and [Log Out](#). A yellow arrow points from this bar down to the [My Info](#) link in the main navigation bar. The main navigation bar also includes [NHSN Home](#), [My Info](#), [Contact us](#), [Help](#), and [Log Out](#). A second yellow arrow points from a yellow box containing the text "Use the 'My Info' link to review your user info." up to the [My Info](#) link in the main navigation bar. The left sidebar contains a list of navigation items: [NHSN Home](#), [Reporting Plan](#), [Patient](#), [Event](#), [Procedure](#), [Summary Data](#), [Import/Export](#), [Analysis](#), [Surveys](#), [Users](#), [Facility](#), [Group](#), and [Log Out](#). The main content area displays the title "NHSN Patient Safety Component Home Page" and a message: "Use the Navigation bar on the left to access the features of the application." Below this is a section titled "Assurance of Confidentiality" with text: "The information obtained in this surveillance system that would permit identification of any individual with a guarantee that it will be held in strict confidence, will be used only for the purposes stated, and will not otherwise be disclosed without the consent of the individual, or the institution in accordance with Sections 304, 306 and 308(d) of the Public Health Service Act (42 U.S.C. 2621(d))." A red dashed box highlights a notice: "NHSN maintenance may occur nightly between 12am and 6am Eastern time." At the bottom left, there is a logo for Adobe Reader and a link: "Get Adobe Acrobat Reader for PDF files".

Department of Health and Human Services
Centers for Disease Control and Prevention

NHSN - National Healthcare Safety Network

Logged into Scottsdale Healthcare Osborn (ID 11249) as KWALDROP.
Facility Scottsdale Healthcare Osborn (ID 11249) is following the PS component.

NHSN Patient Safety Component Home Page

Use the Navigation bar on the left to access the features of the application.

Assurance of Confidentiality: The information obtained in this surveillance system that would permit identification of any individual with a guarantee that it will be held in strict confidence, will be used only for the purposes stated, and will not otherwise be disclosed without the consent of the individual, or the institution in accordance with Sections 304, 306 and 308(d) of the Public Health Service Act (42 U.S.C. 2621(d)).

NHSN maintenance may occur nightly between 12am and 6am Eastern time.

Get Adobe Acrobat Reader for PDF files

Use the "My Info" link to review your user info.

Review Your User Info

- EDIT
 - click to change personal info.
 - If you change your email address, you must change your email address for your digital certificate also
- EFFECTIVE RIGHTS
 - Click to display access and entry options you have.
 - Cannot make changes here

19) as KWALDROP,
following the PS component.

View User

User ID:	KWALDROP
Contact Type:	
Prefix:	
First Name:	Kevin
Middle Name:	
Last Name:	Waldrop
Title:	INFECTION CONTROL PRACTITIONER
User Type:	ICP - Infection Control Professional
User Active:	Y
Phone Number:	480-882-4388
Extension:	
E-mail Address:	KWALDROP@SHC.ORG
Fax Number:	480-882-6580
User Group/Facility:	Scottsdale Healthcare Osborn (11249)
User Roles:	ADMIN(PS) ALLRIGHTS(PS)

Edit

Effective
Rights

Back

Adding Users

The screenshot shows the NHSN Patient Safety Center interface. At the top, the CDC logo and 'Department of Health and Human Services Centers for Disease Control and Prevention' are visible. Below that, the NHSN logo and 'NHSN - National Healthcare Safety Network' are displayed. The main content area shows the user is logged in as 'KWAL Facility Scottsdale Healthcare Osborn (ID 11249)'. The left navigation bar includes options like 'NHSN Home', 'Reporting Plan', 'Patient', 'Event', 'Procedure', 'Summary Data', 'Import/Export', 'Analysis', 'Surveys', 'Users', 'Facility', 'Group', and 'Log Out'. A yellow box highlights the 'Users' menu, which contains 'Add' and 'Find' options. The 'Add' option is selected. The main content area displays 'NHSN Patient Safety Co' and a message about confidentiality. A red dashed box indicates 'NHSN maintenance may occur between 12am and 6am Eastern'. At the bottom, there is a 'Get Adobe Acrobat' button.

- Facility Administrator adds users
- Wait until the Facility Administrator adds you as a user before you apply for a digital certificate
- If you are the only user at your facility, skip this step

Adding Users

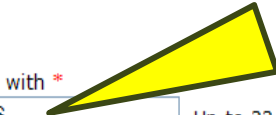
Logged into Scottsdale Healthcare Osborn (ID 11249) as KWALDROP.
Facility Scottsdale Healthcare Osborn (ID 11249) is following the PS component.

Add User

 HELP

Mandatory fields marked with *

User ID*: Up to 32 letters and/or numbers, no spaces or special characters



Prefix:

First Name *:

Middle Name:

Last Name *:

Title:

User Active:

User Type:

Phone Number:

Fax Number:

E-mail Address*:

Address, line 1:

Address, line 2:

Address, line 3:

City:

State:

County:

Zip Code:

Home Phone Number:

Beeper:

Save

Back

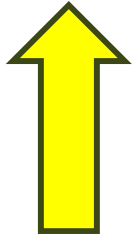
- Create User ID for each user.
- Under “User Active”, default answer is “yes”.
- Make sure the user email address is entered accurately. Once you’ve added a user, NHSN will send an email to the email address you provided with a link to the “Agreement to Follow the Rules of Behavior” and instructions on obtaining a digital certificate.
- Enter all information required and SAVE.

Assigning User Rights

Logged into Scottsdale Healthcare Osborn (ID 11249) as KWALDROP.
Facility Scottsdale Healthcare Osborn (ID 11249) is following the PS component.

Edit User Rights

User NKASKANEAS (ID 13391) saved successfully. Please add rights for the new user.



[HELP](#)

User ID: NKASKANEAS (ID 13391)

Facility List:

Scottsdale Healthcare Osborn (11249)

Rights Patient Safety

Administrator	<input type="checkbox"/>
All Rights	<input type="checkbox"/>
Analyze Data	<input type="checkbox"/>
Enter Data	<input type="checkbox"/>
View Data	<input type="checkbox"/>

Customize Rights

Advanced

Effective Rights

Save

Back

- As you enter each new user, this screen comes up automatically once you save new user info (previous slide).
- Decide what options you want to give each user.

Assigning User Rights

Logged into Scottsdale Healthcare Osborn (ID 11249) as KWALDROP.
Facility Scottsdale Healthcare Osborn (ID 11249) is following the PS component.

Edit User Rights

✔ User NKASKANEAS (ID 13391) saved successfully. Please add rights for the new user.

HELP

User ID: NKASKANEAS (ID 13391)

Facility List:

Scottsdale Healthcare Osborn (11249)

Rights Patient Safety

Administrator	<input type="checkbox"/>
All Rights	<input checked="" type="checkbox"/>
Analyze Data	<input type="checkbox"/>
Enter Data	<input type="checkbox"/>
View Data	<input type="checkbox"/>

Customize Rights

Advanced

Effective Rights

Save

Back

- You must assign the user 'rights' before they can use NHSN.
- User can have 'all rights' or be limited to specific activities (enter data only, view data only, etc).
- You can make a user an Administrative User to act as a back up to the Facility Administrator.
 - They can view, enter, and analyze data and ALSO add other users, locations, and other facility info.
- SAVE once you have assigned rights.

Assigning User Rights

Logged into Scottsdale Healthcare Osborn (ID 11249) as KWALDROP.
 Facility Scottsdale Healthcare Osborn (ID 11249) is following the PS component.

Edit User Rights



User ID: **NKASKANEAS (ID 13391)**

Scottsdale Healthcare Osborn (11249)

Facility List:

Rights Patient Safety

- Administrator
- All Rights
- Analyze Data
- Enter Data **1**
- View Data

Customize Rights

Advanced

2

Effective Rights

Save

Back

3

Patient Safety

Administrative User

Patient	View	Add	Edit	Delete
Patient <input checked="" type="radio"/> With Identifiers <input type="radio"/> Without Identifiers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Event	View	Add	Edit	Delete
BJ - Bone and Joint Infection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BSI - Bloodstream Infection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CNS - Central Nervous System	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CVS - Cardiovascular	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DE - Dialysis Event	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
EENT - Eye, Ear, Nose and Throat	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
GI - Gastrointestinal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
LRI - Lower Respiratory Infection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PNEU - Pneumonia	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
REPR - Reproductive Tract	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SSI - Surgical Site Infection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SST - Skin and Soft Tissue	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SYS - Systemic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
UTI - Urinary Tract Infection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CUSPS - Custom PS Event	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CLIP - Central Line Insertion Practices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
LABID - Laboratory-identified MDRO or CDAD Event	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
FLUVX - Influenza Vaccination	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Denominator Data: Procedure/Summary	View	Add	Edit	Delete
PROC - Procedures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PROC - Custom Procedures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ICU - Device Associated - Intensive Care Unit / Other Locations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
NICU - Device Associated - Neonatal Intensive Care Unit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SCA - Device Associated - Specialty Care Area	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DIAL - Device Associated - Outpatient Dialysis - Census Form	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MDRO - MDRO and CDAD Prevention Process and Outcome Measures Monthly Monitoring	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
FLU - High Risk Inpatient Influenza Vaccination Monthly Monitoring Forms	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Plan	View	Add	Edit	
Patient Safety Monthly Reporting Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Annual Survey	View	Add	Edit	
Patient Safety Annual Facility Survey	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Assigning User Rights

- Customizing User Rights
- Limits the user to specific patient safety areas and actions

Logged into Scottsdale Healthcare Osborn (ID 11249) as KWALDROP.
Facility Scottsdale Healthcare Osborn (ID 11249) is following the PS component.


Edit User R


[HELP](#)

User ID: **NKASKANEAS (ID 13391)**

Facility List:

Rights	Patient Safety
Administrator	<input type="checkbox"/>
All Rights	<input type="checkbox"/>
Analyze Data	<input type="checkbox"/>
Enter Data	<input checked="" type="checkbox"/>
View Data	<input type="checkbox"/>

Customize Rights 

Advanced 

Effective Rights

Assigning User Rights

- Based on these customized selections, this user is only able to work with data related to bloodstream infections.

Patient Safety						
Patient		View	Add	Edit	Delete	All Rights
Patient	<input checked="" type="radio"/> With Identifiers <input type="radio"/> Without Identifiers	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Event		View	Add	Edit	Delete	All Rights
BJ - Bone and Joint Infection		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BSI - Bloodstream Infection		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
CNS - Central Nervous System		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CVS - Cardiovascular		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Denominator Data: Procedure/Summary		View	Add	Edit	Delete	All Rights
PROC - Procedures		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PROC - Custom Procedures		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ICU - Device Associated - Intensive Care Unit / Other Locations		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
NICU - Device Associated - Neonatal Intensive Care Unit		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
SCA - Device Associated - Specialty Care Area		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
DIAL - Device Associated - Outpatient Dialysis - Census Form		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MDRO - MDRO and CDAD Prevention Process and Outcome Measures Monthly Monitoring		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
FLUVAX - Influenza Vaccination Summary and Denominator Forms		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Finding Users

NHSN - National Healthcare Safety Network

NHSN Home
Reporting Plan
Patient
Event
Procedure
Summary Data
Import/Export
Analysis
Surveys
Users
Add
Find
Facility
Group
Log Out

Logged into Scottsdale Healthcare Osborn (ID 11249) as KWALDROP.
Facility Scottsdale Healthcare Osborn (ID 11249) is following the PS component.

Find User

HELP

• Enter search criteria and click Find

User Information

User ID:

First Name:

Middle Name:

Last Name:

Phone Number:

E-mail Address:

- To view the users you've added, use the 'find' option under 'Users'.
- To find a specific user, enter info in one of the fields.

as KWALDROP.
Following the PS component.

View User

User ID: NKASKANEAS

Contact Type:

Prefix:

First Name: NOELLE

Middle Name:

Last Name: KASKANEAS

Title:

User Type: DE - Data Entry Clerk

User Active: Y

Phone Number:

Extension:

E-mail Address: NKASKANEAS@SHC.ORG

Fax Number:

User Group/Facility: Scottsdale Healthcare Osborn (11249)

User Roles: ENTER(PS)

Finding Users

- For a list of ALL users, click the FIND button. No user info entry is needed
- You can also edit user info and rights under this option by clicking on the user's name

Logged into Scottsdale Healthcare Osborn (ID 11249) as KWALDROP.
Facility Scottsdale Healthcare Osborn (ID 11249) is following the PS component.

Find User

[HELP](#)

• Enter search criteria and click Find

User Information

User ID:


First Name:

Middle Name:

Last Name:

Phone Number:

E-mail Address:



User List

[HELP](#)

First | Previous | Next | Last Displaying 1 - 7 of 7

Deactivate	Name	Title	User ID	User Type	Active
<input type="checkbox"/>	Carosella, Lynn	INFECTION PREVENTIONIST	LCAROSELLA	ICP - Infection Control Professional	Y
<input type="checkbox"/>	Waldrop, Kevin	INFECTION CONTROL PRACTITIONER	KWALDROP	ICP - Infection Control Professional	Y
<input type="checkbox"/>	Patton, Joyce Marie	INFECTION PREVENTIONIST	JPATTON	ICP - Infection Control Professional	Y
<input type="checkbox"/>	Gulley, Patrick		PGULLEY	OTH - Other	N
<input type="checkbox"/>	SMITH, LISA		LSMITH	ICP - Infection Control Professional	Y
<input type="checkbox"/>	Gray, Patty		PATTYGRAY	ICP - Infection Control Professional	Y
<input type="checkbox"/>	KASKANEAS, NOELLE		NKASKANEAS	DE - Data Entry Clerk	Y

First | Previous | Next | Last Displaying 1 - 7 of 7

Adding Locations

- Decide which locations you will monitor
- Patient care areas where device-associated infections are monitored (ex. ICU for CLABSI)
- Patient care areas where patients having selected procedures are housed (ex. Med/Surg for HPRO)

NHSN - National Healthcare Safety Network


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NHSN Patient Safety Component Home Page

Use the Navigation bar on the left to access the features of the applicat

Assurance of Confidentiality: The information obtained in this surveillance system that collected with a guarantee that it will be held in strict confidence, will be used only for th without the consent of the individual, or the institution in accordance with Sections 304, 242k, and 242m(d)).

NHSN maintenance may occur nightly between 12am and 6am Eastern time.

 [Get Adobe Acrobat Reader for PDF files](#)

Add locations

Adding Locations

NHSN - National Healthcare Safety Network

Logged into Scottsdale Healthcare Osborn (ID 11249) as KWALDROP.
Facility Scottsdale Healthcare Osborn (ID 11249) is following the PS component.

Locations

Instructions

- To **Add** a record, fill in the form with the required fields and any desired optional values. Then
- To **Find** a record, click on the *Find* button. One of more fields can be filled in to restrict the se
- To **Edit** a record, perform a *Find* on the desired record. Click on the desired record to fill in its
- To **Delete** one or more records, perform a *Find* on the desired record(s). Check the corresp
- Press the **Clear** button to start over with a new form.

Mandatory fields to "Add" or "Edit" a record marked with *

Your Code*:

Your Label*:

CDC Location Description*:

Status*: Active

Bed Size: A bed size greater than zero is required for most inpatient locations

- Enter your code for location
- Enter your label for location. Can be the same as the code or expanded name.
- Choose a CDC location description from the drop down list.
- Choose the description that most closely resembles your location. This is important for risk-adjusting.
 - There may be more than one type of patient on this unit . Use the 80% rule. if 80% of the patients in a patient care area are of a certain type, then designate that location as such.
 - Once a CDC Location Type has been designated, all the patients in that location are monitored for events in the reporting plan.
 - CDC location descriptions are available here:
 - http://www.cdc.gov/nhsn/PDFs/pscManual/15LocationsDescriptions_current.pdf

Adding Locations

Logged into DHQP MEMORIAL HOSPITAL (ID 10018) as FAID.
Facility DHQP MEMORIAL HOSPITAL (ID 10018) is following the PS component.

Locations

Instructions

- To **Add** a record, fill in the form with the required fields and any desired optional values. Then click on the **Add** button.
- To **Find** a record, click on the **Find** button. One or more fields can be filled in to restrict the search to those values.
- To **Edit** a record, perform a **Find** on the desired record. Click on the desired record to fill in its values into the form and then click on the **Edit** button.
- To **Delete** one or more records, perform a **Find** on the desired record(s). Check the corresponding box(es), then click on the **Delete** button.

Mandatory fields to "Add" or "Edit" a record marked with *

Your Code*: CRC
Your Label*: CRC1
CDC Location Description*: Cardiac Rehabilitation Center
Status*: Active
Bed Size: 16 A bed size greater than zero is required for most inpatient locations.

Find Add Clear

- Default location status is “Active”. If the location is ever closed, you may change the status to “Inactive”
- Enter bed size.
- Save location by clicking the “ADD” button.
- Message will confirm that the location was added.

Facility Locations Added

The following message will appear, notifying you that your new location has been added:

Logged into DHQP MEMORIAL HOSPITAL (ID 10018) as FAID.
Facility DHQP MEMORIAL HOSPITAL (ID 10018) is following the PS component.

The location 'CRC1' has been successfully added.

The new location will appear in a list at the bottom of your screen:

Location Table				
Display All	Status	Your Code	Your Label	CDC Description
<input type="checkbox"/>	Active	CRC	CRC1	Cardiac Rehabilitation Center

Adding Locations

- For a list of all units for your facility, click on the FIND button.
- To list all units on the same page, click DISPLAY ALL.

Logged into Scottsdale Healthcare Osborn (ID 11249) as KWALDROP.
Facility Scottsdale Healthcare Osborn (ID 11249) is following the PS component.

Locations

[HELP](#) **Instructions**

- To **Add** a record, fill in the form with the required fields and any desired optional values. Then click on the **Add** button.
- To **Find** a record, click on the **Find** button. One or more fields can be filled in to restrict the search to those values.
- To **Edit** a record, perform a **Find** on the desired record. Click on the desired record to fill in its values into the form. To save the changes, click on the **Save** button.
- To **Delete** one or more records, perform a **Find** on the desired record(s). Check the corresponding box(es), then click on the **Delete** button.
- Press the **Clear** button to start over with a new form.

Mandatory fields to "Add" or "Edit" a record marked with *

Your Code*:

Your Label*:

CDC Location Description*:

Status*: Active

Bed Size: A bed size greater than zero is required for most inpatient locations.


Location Table

[Display All](#) [Print Location List](#)

First | Previous | Next | Last

Delete	Status	Your Code	Your Label	CDC Description
<input type="checkbox"/>	Active	2EA	OBSERVATION	24-Hour Observation Area
<input type="checkbox"/>	Active	2EB	2 EAST B - SCU	Medical/Surgical Critical Care
<input type="checkbox"/>	Active	2EC	2 EAST C - SCU	Medical/Surgical Critical Care
<input type="checkbox"/>	Active	2ED	2 EAST D - SCU	Medical/Surgical Critical Care

Adding Locations



Delete	Status	Your Code	Your Label	CDC Description	CDC Code	Bed Size
<input type="checkbox"/>	Active	2EA	OBSERVATION	24-Hour Observation Area	OUT:ACUTE:WARD	13
<input type="checkbox"/>	Active	2EB	2 EAST B - SCU	Medical/Surgical Critical Care	IN:ACUTE:CC:MS	8
<input type="checkbox"/>	Active	2EC	2 EAST C - SCU	Medical/Surgical Critical Care	IN:ACUTE:CC:MS	11
<input type="checkbox"/>	Active	2ED	2 EAST D - SCU	Medical/Surgical Critical Care	IN:ACUTE:CC:MS	6
<input type="checkbox"/>	Active	2EE	2 EAST E - SCU	Medical/Surgical Critical Care	IN:ACUTE:CC:MS	10
<input type="checkbox"/>	Active	2EF	2 EAST F - SCU	Medical/Surgical Critical Care	IN:ACUTE:CC:MS	12
<input type="checkbox"/>	Active	2W	2 WEST	Inpatient Medical/Surgical Ward	IN:ACUTE:WARD:MS	22
<input type="checkbox"/>	Active	3EA	3 EAST TELEMETRY	Adult Step Down Unit (post-critical care)	IN:ACUTE:STEP	18
<input type="checkbox"/>	Active	3EB	3 EAST B - TELEMETRY	Adult Step Down Unit (post-critical care)	IN:ACUTE:STEP	16

- Location Table shows all units entered in NHSN for this facility.
- Use the DELETE button to remove locations, or to be safe change the status from active to inactive.

Adding Locations

Logged into Scottsdale Healthcare Osborn (ID 11249) as KWALDROP.
Facility Scottsdale Healthcare Osborn (ID 11249) is following the PS component.

Locations

HELP Instructions

- To **Add** a record, fill in the form with the required fields and any desired optional values. Then click
- To **Find** a record, click on the *Find* button. One or more fields can be filled in to restrict the search
- To **Edit** a record, perform a *Find* on the desired record. Click on the desired record to fill in its values. To save the changes, click on the *Save* button.
- To **Delete** one or more records, perform a *Find* on the desired record(s). Check the corresponding checkboxes.
- Press the **Clear** button to start over with a new form.

Mandatory fields to "Add" or "Edit" a record marked with *

Your Code*: 2EA

Your Label*: OBSERVATION

CDC Location Description*: 24-Hour Observation Area

Status*: Active

Bed Size: 13 A bed size greater than zero is required for most inpatient locations.

Find Save Clear

- Use the Location Table to edit unit info by clicking on unit name.
- Make changes and “SAVE”

Adding a Reporting Plan

- The monthly reporting plan shows which infections (modules) you are reporting.
- Plan required for every month of the year, even when no information is reported.
- Can only enter data for months that have a plan.

NHSN Home Logged into Scottsdale Healthcare Osborn (ID 11249) as KWALDROP.
Facility Scottsdale Healthcare Osborn (ID 11249) is following the PS component.

Add Monthly Reporting Plan

Mandatory fields marked with *

Facility ID*:

Month*:

Year*:

No NHSN Patient Safety Modules Followed this Month

Device-Associated Module [HELP](#)

Locations CLA BSI DE VAP CAUTI CLIP

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Procedure-Associated Module [HELP](#)

Procedures	SSI	Post-procedure PNEU
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Adding a Reporting Plan

Reporting Plan
▶ Add
▶ Find

NHSN Home
Reporting Plan
▶ Add
▶ Find
Patient
Event
Procedure
Summary Data
Import/Export
Analysis
Surveys
Users
Facility
Group
Log Out

Logged into Scottsdale Healthcare Osborn (ID 11249) as KWALDROP.
Facility Scottsdale Healthcare Osborn (ID 11249) is following the PS component.

Add Monthly Reporting Plan

Mandatory fields marked with *

Facility ID*: Scottsdale Healthcare Osborn (ID 11249) ▼
Month*: January ▼
Year*: 2011 ▼
 No NHSN Patient Safety Modules Followed this Month

Device-Associated Module HELP

Locations CLA BSI DE VAP CAUTI CLIP

ICU OSBORN - ICU OSBORN ▼	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▼	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Procedure-Associated Module HELP

Procedures	SSI	Post-procedure PNEU
HPRO - Hip prosthesis ▼	IN - Inpatient ▼	▼
KPRO - Knee prosthesis ▼	IN - Inpatient ▼	▼

- “Add” to enter new reporting plan
- Select month/year
- Reporting Plan printable form
 - http://www.cdc.gov/nhsn/forms/57.106_PSRreportPlan_BLANK.pdf

Adding a Reporting Plan

- Under the new CMS requirement you do not have the option to skip a month of reporting.
- *If you have NO infections to report, you still need to enter a monthly plan and denominator data.*

Logged into Scottsdale Healthcare Osborn (ID 11249) as KWALDROP.
Facility Scottsdale Healthcare Osborn (ID 11249) is following the PS component.

Add Monthly Reporting Plan

Mandatory fields marked with *

Facility ID*: Scottsdale Healthcare Osborn (ID 11249) ▼

Month*: January ▼

Year*: 2011 ▼

No NHSN Patient Safety Modules Followed this Month

Warning

Do not skip any months reporting CLABSI for CMS Public Reporting

Save

Back

Finding a Reporting Plan

Reporting Plan

Log In (ID 11249) as KWALDROP.
Facility (ID 11249) is following the PS component.

[Add](#)
[Find](#)

Find Monthly Reporting Plan

[HELP](#)


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


Facility ID:

Month:

Year:

Find Monthly Reporting Plan

 Your search has returned 0 results.




[HELP](#)

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

Facility ID:

Month:

Year:



- Use “Find”:
 - Check to see if a plan has been entered for particular month/year
 - View previous plans
 - Edit previous plans

Finding a Reporting Plan

Logged into Scottsdale Healthcare Osborn (ID 11249) as KWALDROP.
Facility Scottsdale Healthcare Osborn (ID 11249) is following the PS component.

View Monthly Reporting Plan

Mandatory fields marked with *

Facility ID*: Scottsdale Healthcare Osborn (11249)
Month*: January
Year*: 2010

Device-Associated Module [HELP](#)

Locations CLA BSI DE VAP CAUTI CLIP

Procedure-Associated Module [HELP](#)

Procedures	SSI	Post-procedure PNEU
HPRO - Hip prosthesis	IN - Inpatient	
KPRO - Knee prosthesis	IN - Inpatient	

Multi-Drug Resistant Organism Module [HELP](#)

Locations	Specific Organism Type
2EE - 2 EAST E - SCU	MRSA - MRSA


[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
X					X			

Patient Influenza Vaccination Module [HELP](#)

Method A:

Method B:



- View previously entered plans
- Edit previously entered plans

Finding a Reporting Plan

Logged into Scottsdale Healthcare Osborn (ID 11249) as KWALDROP.
Facility Scottsdale Healthcare Osborn (ID 11249) is following the PS component.

Find Monthly Reporting Plan

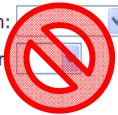
[HELP](#)

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

Facility ID:

Month:

Year:



- For a line list of all previously entered plans, click on “FIND” button

Monthly Reporting Plan List

[HELP](#)

[First](#) | [Previous](#) | [Next](#) | [Last](#)

Displaying 1 - 10 of 42

Month	Year	Facility ID
July	2007	11249
August	2007	11249
September	2007	11249
October	2007	11249
November	2007	11249
December	2007	11249
January	2008	11249
February	2008	11249
March	2008	11249
April	2008	11249

[First](#) | [Previous](#) | [Next](#) | [Last](#)

Displaying 1 - 10 of 42


Facility Set Up is Complete!

- Based on your actions, users can now:
 - Enter infection event data
 - Enter denominator data
 - Add and edit monthly reporting plans



Breathe....Relax





To view other WebEx recordings and to
download materials related to this
NHSN Training Series,
please go to

<http://www.hsag.com/azhospitals/mrsa/events.aspx>