

# **NJ HAI Reporting: 2010 Implementation Guide**

**Version 1.1 (December 7, 2009)**

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## NJ HAI Reporting: 2010 Implementation Checklist

**\*\*All licensed general acute care hospitals were required to be enrolled in the Centers for Disease Control (CDC) National Healthcare Safety Network (NHSN), as of January 1, 2009.\*\***

### Update Administrative Set-up in NHSN

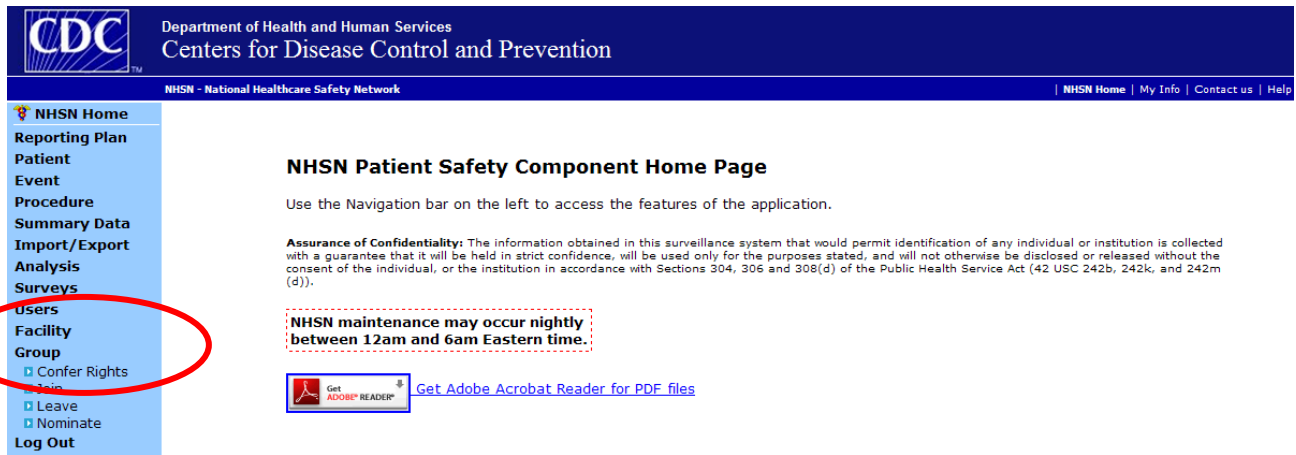
- \_\_\_ Access NHSN through the SDN by selecting NHSN Reporting (upper left hand corner)
- \_\_\_ Update Users and assign User Rights (See the **CDC NHSN User Start-Up Guide** for details. <http://www.cdc.gov/NHSN/PDFs/UserStartUpGuideCurrent.pdf> )
- \_\_\_ Review facility **Locations** in NHSN. \*\*\*Add new locations as new critical care units open in your facility.\*\*\*
- \_\_\_ Submit 12 **Monthly Reporting Plans** for 2010 (i.e., one Plan for each month). All HAI measures and Locations required for HAI Public Reporting must be entered in each Plan.
- \_\_\_ Update **Conferred Rights** to NJDHSS to meet your institution's obligation to report data (See Page 3: **Instructions for NHSN Facility Administrators on Conferring Rights to the NJ State HAI Group** for details.)
- \_\_\_ Confirm that a custom field on the Surgical Site Infection Event Form has been created to report on whether infections identified postdischarge were found by readmission to a second hospital. (See Page 6: **Instructions for NHSN Facility Administrators on Creating a Custom Field to Report on Type of Postdischarge SSI.**)

### Begin expanded surveillance no later than January 1, 2010.

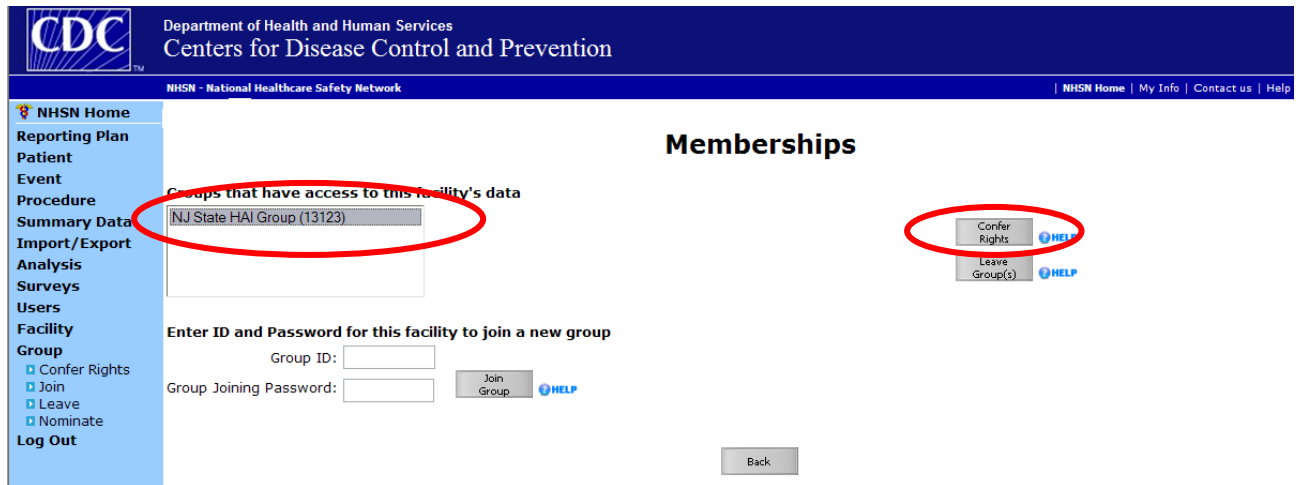
- \_\_\_ Learn and use NHSN definitions and protocols.
- \_\_\_ Provide NJDHSS with contact information for your NHSN Facility Administrator and one back-up contact person.
- \_\_\_ Report central line-associated bloodstream infections in all adult, pediatric, and neonatal critical care units **and** monthly denominator data including ICU patient days and ICU central line days. **NOTE:** Report denominator data even if there are no cases for the month.
- \_\_\_ Report all Coronary Artery Bypass Graft (CBGB and CBGC) operative procedures **and** surgical site infections (SSI) associated with them.
- \_\_\_ Report all abdominal hysterectomy (HYST) operative procedures **and** SSI associated with them.
- \_\_\_ Report all catheter-associated urinary tract infections in all adult critical care units **and** monthly denominator data including ICU urinary catheter days.
- \_\_\_ Report all knee prosthesis (KPRO) operative procedures **and** SSI associated with them.
- \_\_\_ \*\*\* For surgical site infections identified postdischarge, report whether event was found during readmission to a second hospital. (See Page 7 for postdischarge SSI codes.)\*\*\*

# 2010 NJ State HAI Reporting: Instructions for NHSN Facility Administrators on How to Update Conferred Rights to the NJ State HAI Group

1. Log in to NHSN.
2. The **Welcome to the NHSN Home Page** screen will appear. On the left navigation bar, click on **“Group”** and select **“Confer Rights”**.



3. The **Memberships** screen will appear. Select **“NJ State HAI Group”** then click **Confer Rights**.

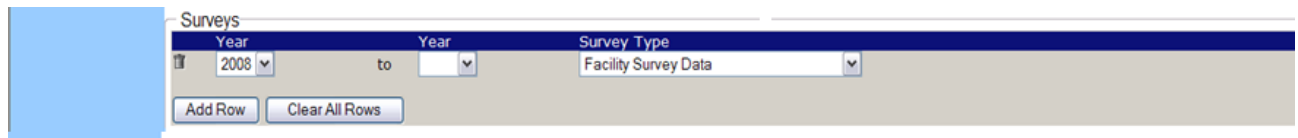


4. The **Confer Rights – Patient Safety** screen should appear.

Step A. Under the **General** section, confirm that boxes for **Patient, Without Identifiers, Monthly Reporting Plan, and Data Analysis** are checked.



Step B. Under the **Surveys** section, confirm that the section is completed as shown in screenshot below.



Step C. Under the **Infections and other Events** section, click on **Add Row** to create one new row for each new measure required for NJ HAI Public Reporting. The screenshot below shows the information needed to confer rights to event data required for NJ HAI Public Reporting.

\*\*\* If your hospital does not perform CABG procedures, the row for CBGB and CBGC should not be added.\*\*\*

Reporting started Jan1 2009

Reporting to begin Jan1 2010

Infections and other Events (Not specific to MDRO/CDAD)

Plan	Month	Year	to	Month	Year	Event
In	1	2009				BSI - Bloodstream Infection (CLA)
		Location type:			Location:	
		CC			(ALL)	
In	1	2009				BSI - Bloodstream Infection (CLA)
		Location type:			Location:	
		CC_N			(ALL)	
In	1	2009				SSI - Surgical Site Infection
		Procedure:			Setting:	
		CBGB - Coronary bypass w/ chest & donor incisions			In	
In	1	2009				SSI - Surgical Site Infection
		Procedure:			Setting:	
		CBGC - Coronary bypass graft with chest incision			In	
In	1	2009				SSI - Surgical Site Infection
		Procedure:			Setting:	
		HYST - Abdominal hysterectomy			In	
In	1	2010				UTI - Urinary Tract Infection (Cath)
		Location type:			Location:	
		CC			(ALL)	
In	1	2010				SSI - Surgical Site Infection
		Procedure:			Setting:	
		KPRO - Knee prosthesis			In	

Add Row Clear All Rows Copy Locations to Summary Data Copy Procs to Denominator data

Step D. New rows do **not** need to be added to the **Summary Data for Events** section. Confirm that your facility's Conferred Rights match the screenshot provided below.

Summary Data for Events

Plan	Month	Year	to	Month	Year	Location Type	Location
In	1	2009				CC	(ALL)
In	1	2009				CC_N	(ALL)

Add Row Clear All Rows

Step E. Under the **Denominator Data for Events** section, click on **Add Row** to create one new row for each new measure required for HAI Public Reporting. The screenshot below shows the information needed to confer rights to event data required for NJ HAI Public Reporting.

Reporting to begin Jan1 2010

Denominator Data for Events

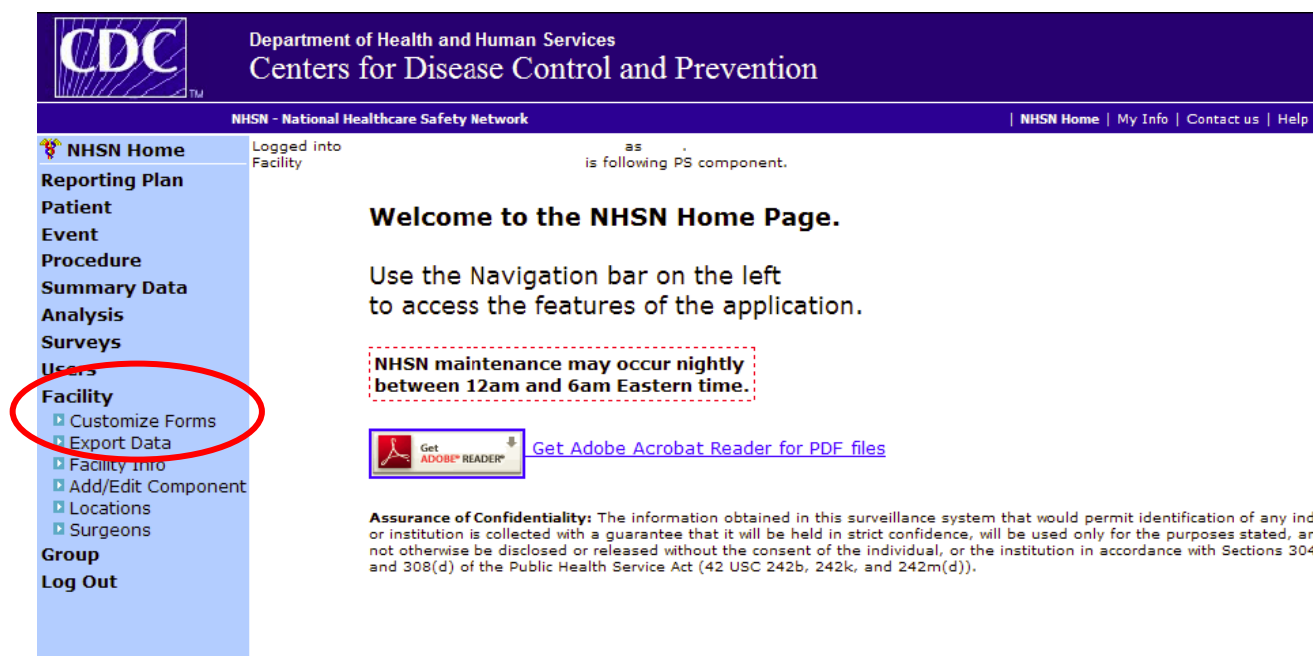
Plan	Month	Year	to	Month	Year	Procedure	Setting
In	1	2009				CBGB - Coronary bypass w/ chest & donor incisions	In
In	1	2009				CBGC - Coronary bypass graft with chest incision	In
In	1	2009				HYST - Abdominal hysterectomy	In
In	1	2010				KPRO - Knee prosthesis	In

Add Row Clear All Rows

Step F. Click on **Save** at the bottom of the screen.

## 2010 NJ State HAI Reporting: Instructions for NHSN Facility Administrators on How to Create a Custom Field to Report on Type of Postdischarge SSI

1. Log in to NHSN.
2. The **Welcome to the NHSN Home Page** screen will appear. On the left navigation bar, click on **“Facility”** and select **“Customize Forms”**.



The screenshot shows the NHSN Home Page. The top header includes the CDC logo and the text "Department of Health and Human Services Centers for Disease Control and Prevention". Below this is the NHSN - National Healthcare Safety Network logo and navigation links: NHSN Home, My Info, Contact us, Help. The left navigation bar is blue and contains the following items: NHSN Home, Reporting Plan, Patient, Event, Procedure, Summary Data, Analysis, Surveys, Users, Facility (circled in red), Customizable Forms, Export Data, Facility Info, Add/Edit Component, Locations, Surgeons, Group, and Log Out. The main content area is white and contains the following text: "Welcome to the NHSN Home Page. Use the Navigation bar on the left to access the features of the application." Below this is a red dashed box containing the text: "NHSN maintenance may occur nightly between 12am and 6am Eastern time." Below the maintenance notice is a link to "Get Adobe Acrobat Reader for PDF files" with a small Adobe Reader icon. At the bottom of the page is a confidentiality notice: "Assurance of Confidentiality: The information obtained in this surveillance system that would permit identification of any individual or institution is collected with a guarantee that it will be held in strict confidence, will be used only for the purposes stated, and not otherwise be disclosed or released without the consent of the individual, or the institution in accordance with Sections 304, and 308(d) of the Public Health Service Act (42 USC 242b, 242k, and 242m(d))."

3. The **Custom Options** screen will appear. Scroll down the page until you see the **“Custom Field Labels”** section.

Step A. For the **Form Type** field, select **“CDC-Defined – PS – Event”**  
For the **Form** field, select **“SSI – Surgical Site Infection”**  
For the **Status** field, select **“Active”**

Step B. Under the **Alphanumeric** section for **Label 10**, enter **“POSTDIS\_TYPE”**

Step C. Click **Add**

*If you receive the error message, "The 'SSI' custom option is already set up for this facility. Please use a different value", this means that your facility has previously customized the SSI*

*Form. Please refer to page 9 of the Implementation Guide: How to Confirm that SSI Event Form Is Customized to Report on Type of Postdischarge SSI.*

**Custom Field Labels**

1. To label custom fields for any existing form, select the Form Type and Form from the drop down lists.
2. If one of the Summary Data forms is selected, it may be customized by location by selecting a value from the Your Location Code drop down list.
3. Enter labels for any custom fields you wish to have displayed on the screen.

Form Type\*: CDC-Defined - PS - Event  
Form \*: SSI - Surgical Site Infection  
Description: SSI - SURGICAL SITE INFECTION  
Status \*: Active

Date  
Label 1:  Label 2:

Numeric  
Label 1:  Label 2:

Alphanumeric  
Label 1:  Label 2:   
Label 3:  Label 4:   
Label 5:  Label 6:   
Label 7:  Label 8:   
Label 9:  Label 10: POSTDIS\_TYPE

Find Add Clear

4. Each time you enter NHSN to add an SSI event, the customized event report form will include the custom field. **\*\*\*The POSTDIS\_TYPE field must be filled in for every SSI event entered for NJ HAI Reporting.\*\*\***

**For each SSI event, please enter one of the following in the POSTDIS\_TYPE field:**

**READMIT** if SSI as identified postdischarge by readmission to another hospital.

**OTHER** if SSI was identified postdischarge through another method and NOT by readmission to a second hospital.

**NA** if SSI was identified during the initial hospital stay.



Home  
Plan

Logged into  
Facility

is following PS component.

## Add Event

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

te

Data

### Patient Information

Facility ID\*:   Event #:

Patient ID\*:

Social Security #:  Secondary ID:

Last Name:  First Name:

Middle Name:

Gender\*:   Date of Birth\*:

Ethnicity:

Race:  White  Black or African American  
 Asian  American Indian/Alaskan Native

### Event Information

Event Type\*: SSI - Surgical Site Infection  Date of Event\*:

NHSN Procedure Code\*:

ICD-9-CM Code:

Procedure Date\*:    **Event is not Linked**

Location:

Date Admitted to Facility>:

### Risk Factors

#### Event Details

Specific Event\*:

Detected>:

Secondary Bloodstream Infection>:

Died\*\*>:

Discharge Date:

Pathogens Identified>:   If Yes, specify below ->

### Pathogens

#### Custom Fields

PROPHY:

POSTDIS\_TYPE:

## 2010 NJ State HAI Reporting: How to Confirm that SSI Event Form Is Customized to Report on Type of Postdischarge SSI

If you received the following error message when trying to customize the SSI event form - "The 'SSI' custom option is already set up for this facility. Please use a different value"- this means that your facility has previously customized the SSI Event Form.

Follow the instructions below to confirm that your facility's SSI event form is set up appropriately to report postdischarge SSI.

1. On the left navigation bar, click on **Facility** then on **Customize Forms**.

The screenshot shows the NHSN Patient Safety Component Home Page. The left navigation bar is highlighted, with 'Facility' and 'Customize Forms' circled in red. The main content area displays the NHSN Patient Safety Component Home Page, including a navigation bar, a confidentiality assurance statement, and a maintenance notice.

**NHSN Patient Safety Component Home Page**

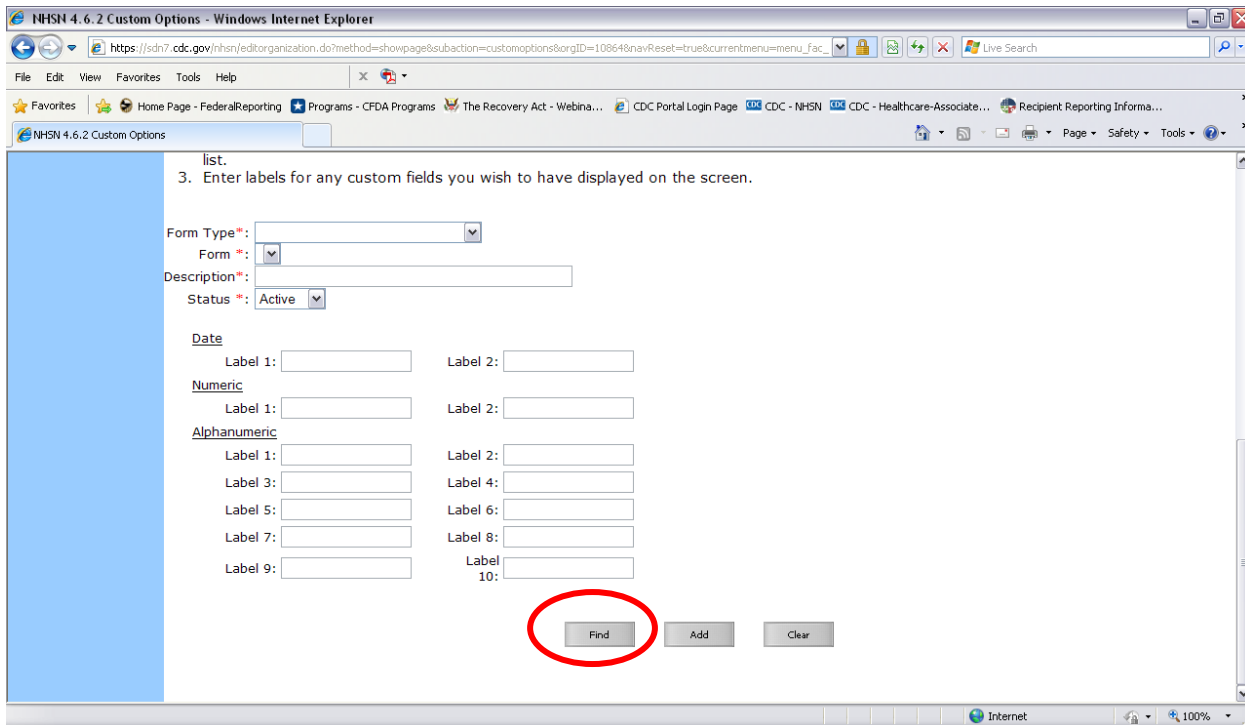
Use the Navigation bar on the left to access the features of the application.

**Assurance of Confidentiality:** The information obtained in this surveillance system that would permit identification of any individual or institution is collected with a guarantee that it will be held in strict confidence, and will not otherwise be disclosed or released 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 USC 242b, 242k, and 242m(d)).

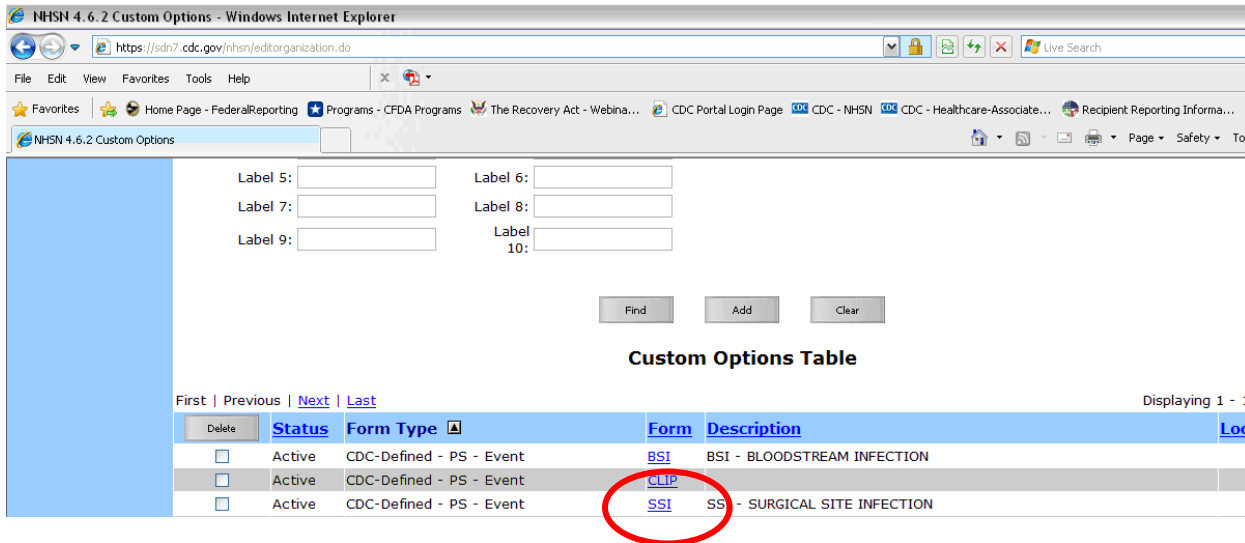
**NHSN maintenance may occur nightly between 12am and 6am Eastern time.**

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

2. The **Custom Options** page will appear. Scroll down to the bottom of the page and click on **Find**.



3. The **Custom Options Table** will appear. This table includes all forms that your facility has customized. Click on the link, **SSI**.



4. The SSI event form format will appear. Confirm that for Label 10, **POSTDIS\_TYPE**, is entered. If it is not, type **POSTDIS\_TYPE** in the field. Click Save.

list.

3. Enter labels for any custom fields you wish to have displayed on the screen.

Form Type\*: CDC-Defined - PS - Event [HELP](#)

Form \*: SSI - Surgical Site Infection

Description: SSI - SURGICAL SITE INFECTION

Status \*: Active

Date

Label 1:  Label 2:

Numeric

Label 1:  Label 2:

Alphanumeric

Label 1:  Label 2:

Label 3:  Label 4:

Label 5:  Label 6:

Label 7:  Label 8:

Label 9:  Label 10:

Find Save Clear

5. Each time you enter NHSN to add an SSI event, the customized event report form will include the custom field. **\*\*\*The POSTDIS\_TYPE field must be filled in for every SSI event entered for NJ HAI Reporting.\*\*\***

**For each SSI event, please enter one of the following in the POSTDIS\_TYPE field:**

**READMIT** if SSI as identified postdischarge by readmission to another hospital.

**OTHER** if SSI was identified postdischarge through another method and NOT by readmission to a second hospital.

**NA** if SSI was identified during the initial hospital stay.

## Comparison: NJDHSS HAI Public Reporting versus MRSA Reporting

	<b>HAI Public Reporting</b>	<b>MRSA Reporting</b>
<b>NJDHSS Contact</b>	Office of Health Care Quality Assessment	Communicable Disease Service
<b>Reporting mechanism</b>	NHSN – Patient Safety	<p>1. NHSN-Patient Safety, Event Reporting, select Lab Identified Event (MRSA cases)</p> <p>2. NHSN-Patient Safety, MDRO Prevention Process and Outcome Measures Monthly Monitoring (process measure)</p>
<b>Submission of Monthly Reporting Plan?</b>	Yes. Submit monthly reporting plan for <u>each</u> calendar month - follow CDC NHSN protocols.	No. <u>Do not submit Plan</u> - New Jersey is off protocol for the NHSN MDRO module.
<b>Conferring Rights</b>	Confer Rights to NJ State HAI Group	Confer Rights to NJ State HAI Group
<b>What to Report:</b> <b>2009</b>	<p><b>(1) Central line-associated bloodstream infections</b></p> <p>ALL Central line BSI's in ALL critical care units including adult, peds and neonatal critical care units</p> <p>Denominator data for all critical care units (patient days, central line days)</p>	<p><b>(1) MRSA reporting</b></p> <p>ALL unit-onset MRSA bloodstream infection LabID events occurring &gt;3days after admission to the intervention unit. Duplicates (ie. Blood isolates recovered from same patient within 2 weeks of positive MRSA blood culture)</p> <p>should not be counted. If entered as a BSI you will need to re-enter data as an Event, select Laboratory Identified Event (LabID event, blood specimen)</p>

	<b>HAI Public Reporting</b> (Health Care Quality Assessment)	<b>MRSA Reporting</b> (Communicable Disease Service)
<b>What to Report (continued):</b>  <b>2009</b>	<p><b>(2) Surgical Site Infections following CABG and Abdominal Hysterectomy</b></p> <p>Surgical Site Infections Event (Infections) Data (SSI): SSIs in CABG (CBGB and CBGC) SSIs in Abdominal Hysterectomy (HYST)</p> <p>Procedure data for all CABG (CABG, CBGC) and all Abdominal Hysterectomy (HYST) performed in your facility</p>	<p><b>(2) Process measure reporting</b></p> <p>For each month, each unit where AST is being performed, enter the number of total admissions and patient days for that unit. Check off “LabID Event” under the MRSA column. Check off that AST is being performed for MRSA, check off the timing of AST on admission, and select the eligible patients. Then enter the number of patients eligible to be screened upon admission to the intervention unit and the number of patients that are actually screened.</p>
<b>Starting January 1, 2010</b>	<p><b>(1) Catheter-associated urinary tract infections</b></p> <p>All catheter-associated urinary tract infections in all adult critical care units</p> <p>Denominator data for all adult critical care units (patient days and urinary catheterdays in the ICUs)</p> <p><b>(2) Surgical Site Infections Following Knee Arthroplasty</b></p> <p>Enter Event (infections) Data (SSI) in Knee Arthroplasty (KPRO)</p> <p>Enter Procedure data for all Knee Arthroplasty (KPRO) performed in your facility</p>	