The National Healthcare Safety Network (NHSN) and Ambulatory Surgery Centers

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Objectives

- Provide an overview of NHSN.
- Discuss federal reporting requirements for NHSN.
- Review the NHSN enrollment process and the healthcare personnel influenza vaccination module.

History of NHSN

- Developed and maintained by CDC.
- Replaced three existing data collection systems with a launch in 2005.
- Around 2009 was opened up to include hospitals of all sizes, dialysis, ambulatory surgery centers, etc.
- Includes manual entry via secure web interface and electronic reporting through file import.

Advantages

- Free, web-based training.
- Standardized surveillance protocols.
- Reports built into the system for real-time data analysis by users.
- Risk-adjustment incorporated into reports.
- Ability to share data securely with other organizations via the group function.
- Gold standard for HAI data collection and reporting, used for federal and state reporting requirements.
- Contributing to the national benchmarks, state aggregates.

Public Reporting

- Used by 28 states; Washington, DC; and CMS for reporting infection events.
- ASCs are mandated to report in at least 8 states.
- More than 12,600 facilities currently use the system, including 340 ASCs.

Body Fluid

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### CMS Healthcare Facility HAI Reporting via NHSN

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<th>Reporting Specifications</th>
<th>HAI Event</th>
<th>Reporting Starts</th>
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<td>Outpatient Dialysis</td>
<td>IV antimicrobial start, Positive blood culture, Signs of vascular access infection</td>
<td>January 2012</td>
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<td>Long-Term Acute Care Hospitals</td>
<td>CAUTI, CAUTI, Influenza Vaccination</td>
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<td>Hospital Outpatient Departments and Ambulatory Surgery Centers</td>
<td>CAUTI, CAUTI, CAUTI</td>
<td>TBD</td>
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### Step 1: Identify Facility Administrator
- Each facility can have only one.
- Has the most administrative rights on the system.
- Can appoint others with various administrative rights as backup.
- Typically the primary user of NHSN: Infection control coordinator, clinic manager, etc.
- Only person who can join a group and confer rights.
- Will enroll the facility in NHSN.
- Can later reassign this role to another staff member.

### Step 2: CDC Training
- Slide sets to read through or an archived webcast to review.
- Will take about 1 hour.
- Required before a facility administrator or user can enroll on the system. Registration form asks you for the date you completed training.
- Discusses enrollment and set up process, data collection, numerators, denominators and data entry.

### Enroll ASCs as Separate Facilities

“Each CMS-licensed ASC should enroll in NHSN as a separate facility (with a unique NHSN OrgID) even if they are owned by or affiliated with a healthcare system or acute care hospital.”

CMS Operational Guidance for ASCs reporting flu data:

### Checklist for Enrollment
- Identify Facility Administrator
- CDC training
- Facility Administrator registration
- SAMS
- Facility enrollment
- Facility activation
- Facility set up
- Monthly reporting plan
- Summary data

### NHSN Enrollment

For Reporting Healthcare Personnel Influenza Vaccination

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- Will take about 1 hour.
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Step 3: Facility Administrator Registration

- Review CDC’s Facility Administrator Enrollment Guide for details on enrollment.

Step 4: Secure Access Management Services (SAMS)

- Provides a platform for secure access to non-public CDC applications.
- SAMS users need a password and “grid card”.
  - Will be prompted to choose a new password every 60 days.
- Replaced the digital certificate access process.
  - Does not need to be renewed annually.
  - Does not need to be downloaded to your computer.
  - Those who already have a digital certificate will be migrated to SAMS.
- Can be used on any number of computers.
For SAMS Registration Process, NHSN users will:

Step 1: Receive an Invitation to register for SAMS
- Log in to the SAMS application using assigned username (i.e., your current email address) and temporary password from the invitation
- Accept the terms and conditions
- Complete the SAMS Registration Form

Step 2: Complete and submit identity verification documents to CDC
- Will need two forms of identification for the process
- Commonly use driver’s license, passport, employee ID, etc.

Step 3: Access NHSN using SAMS credentials
- Log into SAMS (https://sams.cdc.gov) using your password and grid card
- Select “NHSN Enrollment”
- Submit required enrollment information
  - Be sure to choose “AMB – SURG – Outpatient Surgery Facility” as the facility type
  - Select the Healthcare Personnel Safety (HPS) Component check box. This is the section of NHSN used for reporting flu data.
  - Facility surveys are not required to enroll in HPS to report flu data for CMS.

Step 5: Facility Enrollment
- Log into SAMS (https://sams.cdc.gov) using your password and grid card
- Select “NHSN Enrollment”
- Submit required enrollment information
- Receive another email from CDC, subject line “NHSN Facility Enrollment Submitted”
- Print the Agreement to Participate and Consent form
- Have NHSN Facility Administrator and a clinic administrator (can be the medical director) sign the form
- Fax back to CDC
- CDC will notify you by email once they have activated your clinic on NHSN.
Enrolling Additional Facilities on Your Existing SAMS Account

- Log into SAMS.
- Click the “NHSN Enrollment” option and complete registration info for each additional facility.
- Make sure to use the same email address – that is how you will be the Facility Administrator for multiple ASCs using the same SAMS account.
- If you do not see the “NHSN Enrollment” link, request it from the NHSN Help Desk (nhsn@cdc.gov).
- Will need to sign/return a separate participation agreement for each ASC being enrolled.

How Do I Access Multiple ASCs?

Welcome to the NHSN Landing Page

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

Fac: ASC A (ID 12345)
Fac: ASC B (ID 12346)
Fac: ASC C (ID 12347)

Step 6: Set up Facility/Add Users

- Add other users to the facility account.
- Recommend at least one other administrative user as a back-up.
- Can assign administrative (add/edit/delete data) or specific rights (only enter data, only view data, etc.).
- Log into NHSN to add users and assign rights.
- NHSN will automatically send new users instructions for SAMS registration.

Step 7: Monthly Reporting Plan

- For HPS, you only need to enter one monthly reporting plan for any month during the season (i.e., July 2014 – June 2015).
- NHSN will automatically copy the remaining 11 plans for the season.
- Must enter a plan before the system will allow you to enter flu data.
- Triggers missing data alerts.
Step 8: Summary Data

- Flu summary > Add.
- Can be entered monthly or once at the end of the season (e.g., after March 31).
- System will overwrite the data when entered monthly, so remember to keep adding it up as you go.
- Contract personnel is an optional category.

Alerts

- Based on reporting plan entries.
- Will display upon log in for every user in the facility.
- Access via “Alerts” navigation option too.

Flu Survey

- Optional at this time.
- Will get a missing data alert about it.
- Questions about vaccination campaign (e.g., cost to employees, types of venues where it was offered, reminder methods, documentation methods, etc.)

Flu Data Reporting

Note: The following definitions for the NHSN Healthcare Personnel Influenza Vaccination module are accurate as of June 1, 2014. There could be some adjustment to them in the late summer before the next flu season starts. Be sure to check the NHSN flu reporting website (http://www.cdc.gov/nhsn/ambulatory-surgery/hcp-vaccination/index.html) for any changes as flu season approaches.
Healthcare Personnel (HCP) Influenza Vaccination

- Module is designed to ensure influenza vaccination coverage is:
  - Consistent over time within the facility.
  - Comparable across facilities.
- Summary level data.
- ASCs will start with the 2014-2015 flu season.
- Data only needs to be entered once at the end of the flu season.

Protecting and promoting the health and safety of the people of Wisconsin

HCP Categories

- Employees
- Licensed independent practitioners (LIP)
- Adult students/trainees and volunteers
- Contract personnel

Employees

- Receive a direct paycheck from the reporting facility (i.e., on the facility’s payroll), regardless of clinical responsibility or patient contact.
- Includes LIPs if they receive a paycheck from the facility.

Licensed Independent Practitioners

- Physicians (MD, DO), advanced practice nurses (NPs, nurse midwives, clinical nurse specialists, nurse anesthetists), and physician assistants.
- Affiliated with the reporting facility, but are not directly employed by it (i.e., they do not receive a paycheck from the facility), regardless of clinical responsibility or patient contact.
- Post-residency fellows are also included in this category if they are not on the facility’s payroll.

Trainees and Volunteers

- Includes medical, nursing, or other health professional students, interns, medical residents, or volunteers aged 18 or older.
- Affiliated with the healthcare facility, but are not directly employed by it (i.e., they do not receive a paycheck from the facility), regardless of clinical responsibility or patient contact.
Contract Personnel

- Optional at this time.
- Those who provide care, treatment, or services at the facility through a contract who do not fall into any of the above-mentioned denominator categories.

1 Working Day

- Physically present in the building.
- Includes those who join after October 1 or leave before March 31, are on extended leave, etc.
- Working any number of hours in the day = 1 working day.
- Includes full-time and part-time staff.
- Regardless of patient contact.

Numerator

Healthcare workers in the denominator categories who from the time the vaccine became available (e.g., August or September) through March 31 of the following year fall into one of the vaccination, contraindication or declination categories.

Numerator Categories

- Received an influenza vaccination administered at the reporting healthcare facility.
- Received the vaccination elsewhere.
- Had a medical contraindication.
- Was offered but declined vaccination.
- Had an unknown vaccination status or did not meet any of the other numerator categories.

Numerator Notes

- Vaccination elsewhere needs to be documented in writing (paper or email).
  - Does not need to be from the administering provider.
  - Can be an email from the healthcare worker indicating the vaccine was received.
- Any other exemptions (e.g., religious, personal conviction) granted by the facility should be included in the “declined” category.

Numerator Notes, Cont.

- Included contraindications:
  - Severe allergic reaction (e.g., anaphylaxis) after a previous vaccine dose or to a vaccine component, including egg protein.
  - History of Guillain-Barre Syndrome within 6 weeks after a previous influenza vaccination.
- Any other medical reasons should fall into the “declined” numerator category.
- Do not need to have written documentation for the contraindication.
**Numerator Notes, Cont.**

- HCP with a medical contraindication to live attenuated influenza vaccine other than the two listed should be offered the inactivated influenza vaccine.
- The numerator categories are mutually exclusive, so all of the numerator categories should add up to the total listed for the denominator in that health care worker group.

**Frequently Asked Questions**

- Staff can be counted for more than one ASC if they are physically present in each for > 1 working day.
- Physician owners go into the employee category.
- Acceptable forms of documentation for vaccination outside the facility include:
  - Signed statement/form or email from the HCP.
  - Note/receipt/vaccination card from the vaccinating entity.

**Questions about HCP Influenza Vaccination?**

- Review NHSN training.
- Enroll in NHSN.
- Evaluate ability to capture each category of healthcare personnel.
- Determine if there are any additional processes/documentation methods needed before you start administering flu vaccine.

**Next Steps**

- Review NHSN training.
- Enroll in NHSN.
- Evaluate ability to capture each category of healthcare personnel.
- Determine if there are any additional processes/documentation methods needed before you start administering flu vaccine.
Questions?

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