# NHSN Monthly Checklist for Reporting to CDPH

December 2019

☐ Month/Year _____/_____

*Exclude data from Inpatient Rehabilitation Facility (IRF) and Inpatient Psychiatric Facility (IPF) (defined by NHSN) data when reporting hospital HAI data.  Report IRF under separate NHSN number. IPF not reportable.*

## Step 1:  Create Monthly Reporting Plans

| CLABSI | CLIP | MRSA BSI, VRE BSI, CDI LabID | SSI | | | |
|---|---|---|---|---|---|---|
| ☐ ICUs<br>☐ NICUs<br>☐ Wards | ☐ ICUs | ☐ FacWideIN – MRSA (blood only)<br>☐ FacWideIN – VRE (blood only)<br>☐ FacWideIN – CDI (all specimens)<br>☐ ED/OBS locations *(will be added to monthly plan automatically if FacWideIN selected and ED/OBS locations mapped in NHSN)* | ☐ AAA<br>☐ APPY<br>☐ BILI<br>☐ CARD<br>☐ CBGB<br>☐ CBGC<br>☐ CHOL | ☐ COLO<br>☐ CSEC<br>☐ FUSN<br>☐ FX<br>☐ GAST<br>☐ HPRO<br>☐ HTP | ☐ HYST<br>☐ KPRO<br>☐ KTP<br>☐ LAM<br>☐ LTP<br>☐ NEPH<br>☐ OVRY | ☐ PACE<br>☐ REC<br>☐ SB<br>☐ SPLE<br>☐ THOR<br>☐ VHYS<br>☐ XLAP |
| | | | *Inpatient procedures (IN)* | | | |

## Step 2:  Enter Events and Procedures

| CLABSI | CLIP | MRSA BSI, VRE BSI, CDI LabID | SSI |
|---|---|---|---|
| ☐ ICUs<br>☐ NICUs<br>☐ Wards | ☐ ICUs | ☐ FacWideIN – MRSA in blood<br>☐ FacWideIN – VRE in blood<br>☐ FacWideIN – *C. difficile* in stool<br>☐ ED/OBS – *same as above* | Procedure data and SSI for 28 inpatient procedure types (table above) |

## Step 3:  Enter Summary (Denominator) Data

☐ "Device-Associated–Intensive Care Unit/Other Locations" NHSN data entry form
- ☐ Summary record for each inpatient location
  - ☐ Total Patient Days
  - ☐ Central Line Days
  - ☐ Select "Report No Events" for each event type if no events were identified that met NHSN surveillance definition

☐ "MRSA/VRE and CDI Monthly Denominator – All Locations" NHSN data entry form
- ☐ One summary record per month for FacWideIN
  - ☐ Line 1:  Total Facility Patient Days & Admissions
  - ☐ Line 2:  Patient Days & Admissions
    - *subtract IRF & IPF from line 1*
  - ☐ Line 3:  Patient Days & Admissions
    - *subtract NICU & Well Baby from line 2*
  - ☐ Indicate CDI test type, 3rd month each quarter
    - *March, June, September, December*
  - ☐ Select "Report No Events" for each organism, only if no events were identified that met NHSN surveillance definition
- ☐ Summary record for each ED/OBS
  - ☐ Total Encounters
  - ☐ Select "Report No Events" for each organism, only if no events were identified that met NHSN surveillance definition

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**Step 4:  Resolve NHSN Alerts and Data Issues Identified by CDPH QA/QC Reports (posted on CalHEART)**

- ☐ Rights Not Conferred to CDPH Group
- ☐ Missing from Monthly Reporting Plan
- ☐ Incomplete Events
- ☐ Missing Events
- ☐ Incomplete Summary Data
- ☐ Missing Summary Data
- ☐ Incomplete Procedures
- ☐ Missing Procedures
- ☐ Missing Procedure-Associated Events
- ☐ Excluded Procedures

- ☐ Unusual Susceptibility Profile
- ☐ Confirm CDI Test Type
- ☐ Central Line Day Outliers
- ☐ Patient Day Outliers
- ☐ Device Utilization Equal to 100%
- ☐ Discrepancy in CLABSI/MRSA Patient Days
- ☐ MRSA/CDI Patient Days Same Despite NICU/Well Baby Nursery Locations
- ☐ Patient Days Inconsistent with Bed Numbers

**Step 5:  Generate Datasets and Produce Line Lists to Review Completeness and Accuracy of Reported Data**

- ☐ Generate new data sets before verifying data

**CDPH HAI Reporting Deadlines:**

| Quarter | Deadline |
|---|---|
| 1 - January-March | **April 30** |
| 2 – April-June | **July 30** |
| 3- July-September | **October 30** |
| 4 – October-December | **January 30** |

*SSI for procedures with 3-month surveillance period due 1 month after quarterly deadline (all other SSI data should be reported by deadline)*

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**Healthcare Personnel (HCP) Influenza Vaccination Reporting to CDPH**

*Reported via NHSN Healthcare Personnel Safety Component on an annual basis*

| Surveillance Period | Deadline |
|---|---|
| Quarter 4 through Quarter 1 – October – March | **May 1** |

**NHSN Resources**

- **NHSN Surveillance for CLABSI** (www.cdc.gov/nhsn/acute-care-hospital/clabsi/index.html)
- **NHSN Surveillance for CLIP Adherence** (www.cdc.gov/nhsn/acute-care-hospital/clip/index.html)
- **NHSN Surveillance for C. difficile, MRSA, and Other Drug Resistant Infections** (www.cdc.gov/nhsn/acute-care-hospital/cdiff-mrsa/index.html)
- **New NHSN Guidance for Acute Care Hospital FacWideIN MRSA/CDI LabID Denominator Reporting** (http://www.cdc.gov/nhsn/PDFs/mrsa-cdi/AcuteCare-MRSA-CDI-LabIDDenominator-Reporting.pdf)
- **NHSN Surveillance for SSI Events** (https://www.cdc.gov/nhsn/acute-care-hospital/ssi/index.html)
- **NHSN HCP Influenza Vaccination Summary Protocol** (https://www.cdc.gov/nhsn/pdfs/hps-manual/vaccination/hps-flu-vaccine-protocol.pdf)