

# Appendix 2 Template Denominator Collection Methods Survey for CLABSI Surveillance

(Derived from NM, VA, PA and NY)

Suggestion: Administer the survey in person with the person who is responsible for training and overseeing others doing denominator collection work. Collect contact information for other persons directly responsible for denominator collection in surveillance locations and administer the survey later, by telephone.

Please feel free to copy, paste, and adapt this template to your state's needs

Name of Hospital \_\_\_\_\_

	Surveillance location	Name of data collection professional	Work hours/ Preferred time for telephone survey	Phone number(s)	Supervisor
1					
2					
Etc.	<i>To be expanded as needed...</i>				

## Denominator Collection Methods Survey

Facility ID:	Interviewer:	Date of Survey:
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## Denominator Data Collection Questions

*(interview individual directly responsible for collecting central line and patient day data)*

Name of individual interviewed:	Position:	NHSN Location(s) covered:
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## PATIENT DAYS

1. How are patient-day data usually collected for this unit? <i>(choose one)</i>	Comments:
<input type="checkbox"/> Electronically—collected by electronic medical record <i>(Describe and include name of software utilized)</i>	
<input type="checkbox"/> Manually by IP	
<input type="checkbox"/> Manually by clerical staff	
<input type="checkbox"/> Manually by unit nursing staff	
<input type="checkbox"/> Manually by other person <i>(specify role)</i>	
<input type="checkbox"/> Other Method <i>(specify)</i>	

PATIENT DAYS	
2. Identify the method used to count <b>patient days</b> : (choose one)	Comments
<input type="checkbox"/> Count the number of patients currently on the unit	
<input type="checkbox"/> Count the total number of patients that were cared for in the unit during that day	
<input type="checkbox"/> Count the number of admissions for the day	
<input type="checkbox"/> Other (specify)	
2a. Is there a specified time when the count is taken?	<input type="checkbox"/> Yes <input type="checkbox"/> No
2b. When is it done?	
3. What is done if there are missing <b>patient day</b> data? (choose one)	Comments:
<input type="checkbox"/> Allow missing information with no adjustments	
<input type="checkbox"/> Patient tracking /information system is used to figure out (count) missing patient days	
<input type="checkbox"/> Medical records are reviewed to figure out (count) missing patient days	
<input type="checkbox"/> Missing patient days are estimated (describe method used):	
<input type="checkbox"/> Other (describe):	
4. Which staff member decides which approach is used for missing patient day data?	

CENTRAL LINE DAYS (CLD)	
5. How are <b>central-line day</b> data collected for this unit? (choose one)	Comments
<input type="checkbox"/> Electronically—collected by electronic medical record ( <i>Describe and include name of software utilized. Also briefly describe any validation done by your facility of electronically collected central-line days</i> )	
<input type="checkbox"/> Manually by IP	
<input type="checkbox"/> Manually by clerical staff	
<input type="checkbox"/> Manually by unit nursing staff	
<input type="checkbox"/> Manually by other person ( <i>specify role</i> )	
<input type="checkbox"/> Other Method ( <i>specify</i> )	
6. Identify the method used to count <b>central-line days</b> : (choose one)	Comments
<input type="checkbox"/> Count the number of patients on the unit with one or more central lines	
<input type="checkbox"/> Count the total number of central lines in the unit	
<input type="checkbox"/> Count the number of central lines in use	
<input type="checkbox"/> Other ( <i>specify</i> ):	
6a. Is there a specified time when the count is taken?	<input type="checkbox"/> Yes <input type="checkbox"/> No
6b. When is it done?	
7. What is done if there are missing <b>central-line day</b> data? (choose one)	Comments
<input type="checkbox"/> SUnit staff rechecks using patient information ( <i>e.g.: medical record</i> )	
<input type="checkbox"/> IP rechecks using patient information ( <i>e.g.: medical record</i> )	
<input type="checkbox"/> Missing central-line days are estimated ( <i>describe method</i> ):	
<input type="checkbox"/> Allow missing data with no adjustments	
<input type="checkbox"/> Other ( <i>describe</i> ):	
8. Which staff member decides which approach is used for missing central-line data?	
9. Does your facility keep a line listing of patients with a central line?	

<b>CENTRAL LINE DAYS (CLD)</b>	
10. If yes, is it kept by the unit or by infection control?	
<b>DAILY COUNTING QUESTIONS</b>	
11. A patient has a radial arterial line and a peripheral IV. How many central line days are counted for this patient?	
12. A patient has a port which has not been not accessed, and a peripheral IV which is in use. How many central line days are counted for this patient?	
13. A patient has a port which was is accessed in the ICU yesterday but is not currently in use, and a peripheral IV which is in use. How many central line days are counted for this patient?	
14. A patient has a temporary central line and a permanent central line. How many central line days are counted for this patient?	
15. A patient has two central lines in use. How many central line days are counted for this patient?	
16. If a central line is removed at 2PM and the line day count is done at 5PM, should the line be counted?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unk
17. Are patient days used to estimate central-line days?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unk
18. Do daily patient and central-line counts include boarders?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unk
<b>NICU-Specific Questions (Check here and skip section if no NICU at facility)</b>	
19. How is a neonate's weight categorized when reporting central line (CL) and umbilical line (UL) days? <i>(select one)</i>	<input type="checkbox"/> Birth weight <input type="checkbox"/> Current weight
20. Patients with both a CL and an UL are included in the daily count as: <i>(select one)</i>	<input type="checkbox"/> UL only <input type="checkbox"/> CL only <input type="checkbox"/> 2 separate lines

GENERAL	
21. Which best describes your facility's required training for individual(s) who collect central-line days? (select all that apply)	Comments
<input type="checkbox"/> Electronic data download (no training needed)	
<input type="checkbox"/> No specific training	
<input type="checkbox"/> Peer training (person who has counted before explains their approach to counting to new staff)	
<input type="checkbox"/> Formal training once	
<input type="checkbox"/> Training with annual updates	
<input type="checkbox"/> Participation in NHSN online training	
<input type="checkbox"/> Other (describe):	
22. Does your facility have a mechanism in place for quality control of central-line days data?	Comments
<input type="checkbox"/> (Electronic data) Yes, data submitted electronically is periodically checked using manual methods	
<input type="checkbox"/> (Manual data) Yes, manually collected data are periodically counted by more than one staff member	
<input type="checkbox"/> Yes, other mechanism (explain)	
<input type="checkbox"/> No, not really	
23. Which staff member counts patient days and central line days when the "regular" data collector(s) is/are not working?	
24. What do you do if no one collected information over a weekend/holiday or for another reason?	
25. Which staff member(s) is/are responsible for entering ICU patient days and central line days data into NHSN?	
CLABSI (NUMERATOR) REPORTING	
26. Which staff member(s) is/are responsible for entering CLABSIs (numerator events) data into NHSN?	
27. Is entered data checked for errors?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unk
28. If yes, describe method is used to check:	
29. In cases of ambiguity, who makes the final decision regarding the determination of whether an infection is a CLABSI?	