



**Table 3. Instructions for Completion of the Long-term Care Facility Component - Denominators for LTCF (CDC 57.142)**

Data Field	Instructions for Form Completion
Facility ID	<b>Required.</b> The NHSN-assigned facility ID will be auto-entered by the system.
Location Code	<b>Required:</b> Enter the code for the location where surveillance was performed. For Long-term Care Facilities this code will be FacWideIN (Facility-wide Inpatient).
Month	<b>Required.</b> Record the 2-digit month during which the data were collected.
Year	<b>Required.</b> Record the 4-digit year during which the data were collected.
Number of residents	<b>Required.</b> For each day of the month, record the number of residents in the facility. Do not include residents for whom a bed is being held but are not actually present in the facility.
Number of residents with a urinary catheter	<p><b>Conditionally required.</b> Complete <u>only</u> if you are performing urinary tract infection (UTI) surveillance for this month.</p> <p>For each day of the month, count and record the number of residents in the facility that have an <i>indwelling urinary catheter</i>. Indwelling urinary catheter is a drainage tube that is inserted into the urinary bladder <i>through the urethra</i>, is left in place, and is connected to a closed collection system; also called a Foley catheter. Do <u>not</u> include straight in-and-out catheters, suprapubic catheters, or condom catheters in your count.</p>
New antibiotic starts for UTI indication	<p><b>Conditionally required.</b> Complete <u>only</u> if you are performing urinary tract infection (UTI) surveillance for this month.</p> <p>For each day of the month, count and record the number of new prescriptions for an antibiotic given for residents suspected or diagnosed with having a urinary tract infection, (both catheter-associated and not catheter associated), in the facility. Capture all new antibiotic orders, regardless of number of doses or days of therapy.</p> <p>Include only antibiotics which are started while the resident is receiving care in your facility, either by clinical providers working in the facility or by outside physicians who see the resident in an outpatient clinic or Emergency department. Do not include antibiotic courses started by another healthcare facility prior to the resident’s admission or readmission back to your facility, even if the resident continues to take the antibiotic while in the facility.</p>
Number of admissions	<b>Required.</b> For each day of the month, count and record the number of residents admitted to the facility. Include both new admissions and re-admissions.



<p>Number of admissions on <i>C.difficile</i> treatment</p>	<p><b>Conditionally required.</b> Complete <u>only</u> if you are performing LabID event for <i>C.difficile</i> surveillance for this month.</p> <p>For each day of the month, count and record the number of residents who are receiving antibiotic therapy for <i>C.difficile</i> infection at the time of admission. Include both new admissions and re-admissions.</p>
<p>Total (for Resident-days, Urinary catheter-days, New antibiotic starts for UTI indication, Resident admissions, Admissions on <i>C. difficile</i> treatment)</p>	<p><b>Required.</b> A total for each column should be calculated by summing the numbers recorded for each individual day of the month.</p> <p>Alternatively, if available, these monthly totals can be obtained from LTCF administrative data sources in place of performing daily counts.</p> <p>Only the monthly total will be entered into the NHSN application.</p>
<p>Custom Fields</p>	<p><b>Optional.</b> Up to 50 fields may be customized for local or group use in any combination of the following formats: date (MMDDYYYY), numeric, or alphanumeric.</p> <p><b>NOTE:</b> Each Custom Field must be set up in the Facility/Custom Options section of NHSN before the field can be selected for use.</p>