

CDA			
Date	Topic	Question	Response
Sep-13	User Rights	I am trying to import a CDA zip file, but I only have the option to import CSV files when I click on Import/Export in the NHSN navigation bar. What should I do?	Only users with administrative rights can import CDA files. Contact your Facility Administrator and ask them to edit your user profile and give you administrative rights. There is only one Facility Administrator for each facility in NHSN, but there can be multiple users with administrative rights.
Sep-13	Errors on import	When I import the CDA zip file that I obtained from my vendor system, some or all of the files were rejected. How can I import these files into NHSN successfully?	There are many potential explanations for CDA imports failing. Click on the Error Report button on the import results screen. This will display a PDF document with more descriptive error messages. Send the PDF document to your CDA vendor or to the NHSN CDA helpdesk at nhsncda@cdc.gov for additional troubleshooting.