

Overview of Healthcare Personnel Safety Component





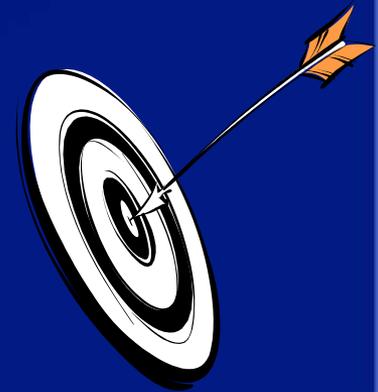
Target Audience



- ❑ This training is designed for those who will collect and analyze Healthcare Personnel Safety Component (HPS) data or enroll a facility into NHSN to participate in HPS

This includes:

- NHSN Facility Administrator
- HPS Primary Contact
- Occupational Health Professional (OHP)
- Infection Preventionist (IP)
- Epidemiologist
- Data entry staff



Objectives

- 1. Describe NHSN and its purposes**
- 2. Define the authority and confidentiality protections for NHSN**
- 3. Identify the requirements for participating in the HPS Component**
- 4. List the modules within the HPS Component**
- 5. Explain key terms used in the HPS Component**
- 6. Describe the Monthly Reporting Plan**

National Healthcare Safety Network (NHSN)

- ❑ **NHSN - an internet-based surveillance system that integrates three surveillance systems previously managed separately in the Division of Healthcare Quality Promotion (DHQP) at CDC.**
 - National Nosocomial Infections Surveillance (NNIS) System
 - Dialysis Surveillance Network (DSN)
 - National Surveillance System for Healthcare Workers (NaSH)

Purposes of NHSN

- ❑ **Collect data from a sample of US healthcare facilities to permit valid estimation of the**
 - magnitude of adverse events among patients and healthcare personnel
 - adherence to practices known to be associated with prevention of healthcare-associated adverse events
- ❑ **Analyze and report collected data to permit recognition of trends**

Purposes of NHSN

- ❑ Provide facilities with data that can be used for inter-facility comparisons and local quality improvement activities
- ❑ Assist facilities in developing surveillance and analysis methods that permit timely recognition of patient and healthcare personnel safety problems and prompt intervention with appropriate measures
- ❑ Conduct collaborative research studies with members

Authority and Confidentiality for NHSN

- ❑ **Public Health Service Act
(42 USC 242b, 242k, and 242m(d))**
- ❑ **Confidentiality Protection**

- Sections 304, 306, and 308(d) of the PHS Act

“The information contained in this surveillance system that would permit identification of any individual or institution is collected with a guarantee that it will be held in strict confidence, will be used only for the purposes stated, and will not be disclosed or released without the consent of the individual, or the institution in accordance with Sections 304, 306, and 308(d) of the Public Health Service Act (42 USC 242b, 242k, and 242m(d)).”





Data Collection and Reporting Requirements for the HPS Component

- 1. Submit a Monthly Reporting Plan to inform CDC which, if any, of the Healthcare Personnel Safety modules will be used for that month.**
- 2. Adhere to the selected module's protocol(s) exactly as described in the *NHSN Manual: Healthcare Personnel Safety Component Protocol*.**
- 3. Report exposure data to CDC within 30 days of the end of the month as indicated on the Plan.**

Data Collection and Reporting Requirements for the HPS Component

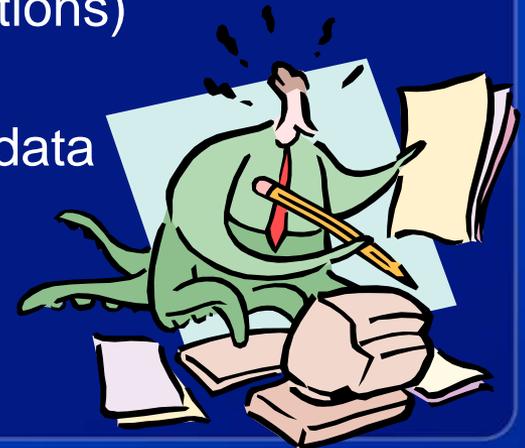
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- 4. Submit data for at least one module for a minimum of 6 months of the calendar year or flu season.**
- 5. Complete an annual survey for your facility (Exposure Module only).**
- 6. Pass quality control acceptance checks that assess the data for completeness and accuracy.**

Staffing Requirements for Participating in the HPS Component

- ❑ Oversight of occupational health surveillance program by trained Occupational Health Professional (OHP), Infection Preventionist (IP) or Hospital Epidemiologist

- ❑ Other personnel can be trained to
 - Screen for events (e.g., exposures, vaccinations)
 - Collect denominator data
 - Collect exposure management/vaccination data
 - Enter data
 - Analyze data



NHSN Structure

NHSN

**Patient Safety
Component**

**Healthcare
Personnel Safety
Component**

**Biovigilance
Component**

**Long Term Care
Facility
Component**

**Exposure
Module**

**Vaccination
Module**

Benefits of Participation in the Healthcare Personnel Safety Component

- ❑ Access to web-based tool for tracking occupational exposures, exposure management, and immunizations**
- ❑ Comparison of facility-specific data to nationally aggregated data**
- ❑ Following trends in exposure, exposure management, immunization, etc. in own facility**
- ❑ Allows generation of exposure reports for individual medical records and facilitates generation of OSHA-300 or equivalent reports**

New Facility Enrollment

- ❑ Check with Infection Control Department to determine if facility is already enrolled for other reporting requirements
- ❑ If not, for information on enrolling a new facility in NHSN
 - See NHSN website:
http://www.cdc.gov/nhsn/PDFs/slides/NHSN_Enrollment.pdf
 - Refer to NHSN Facility Administrator's Guide
 - Complete all NHSN HPS training sessions



**NHSN Facility
Administrator
Enrollment Guide**

Existing Facility Enrollment

- ❑ The NHSN Facility Administrator adds the Healthcare Personnel Safety Component (HPS), then adds a user with administrative rights in HPS
- ❑ HPS administrator adds other users, if needed
- ❑ HPS users need to complete NHSN HPS training

Existing NHSN Facility, Adding HPS

Logged into DHQP Memorial Annex (ID 10401)
Facility DHQP Memorial Annex (ID 10401) is following PS component.

Edit Organization

Fax:

Pager Number:

Facility:

Facility type*:

Status:

Components Followed

Component

- Healthcare Personnel Safety
- Patient Safety

Windows Internet Explorer



You must define the Primary Contact for this component before you can start following it. Go to the Contact Data section of the page to enter the Primary Contact information.

Note: You will be required to complete a survey for the most recently completed calendar year before logging into the component for the first time. Please print the survey from the Print Survey Form link next to the component.

OK

Adding Administrative User, Existing NHSN Facility

 **NHSN Home**

Alerts
Reporting Plan
HCW
Lab Test
Exposure
Prophy/Treat
Flu Summary
Analysis
Surveys
Users
 ▶ Add
 ▶ Find
Facility
Group
Log Out

Logged into Brattleboro Memorial Hospital (ID 10067) as TARA.
Facility Brattleboro Memorial Hospital (ID 10067) is following the HPS component.

Edit User Rights

[? HELP](#)

User ID: **TARA (ID 2657)**

Facility List:

Rights	Patient Safety	Healthcare Personnel Safety	Biovigilance	Long Term Care	
Administrator	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
All Rights	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Analyze Data	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Add, Edit, Delete	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
View Data	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Customize Rights	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="button" value="Advanced"/>

Adding Administrative User, New NHSN Facility

Edit User Rights

Rights	Patient Safety	Healthcare Personnel Safety	Biovigilance	Long Term Care
Administrator	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
All Rights	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Analyze Data	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Add, Edit, Delete	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
View Data	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Annual Facility Survey

- ❑ Completed on enrollment for new NHSN facilities or when adding the Healthcare Personnel Safety Component for existing NHSN facilities only if the Exposure Module will be followed
- ❑ First survey – data for the full calendar year before submission date
- ❑ Collects information that can be used as denominators for expressing rates, e.g., percutaneous injury rates per 1000 admissions
- ❑ Completed once a year after enrollment

Annual Facility Survey

- To be completed by personnel with NHSN administrative rights for the HPS component
- Annual survey only required for those facilities following the Blood and Body Fluid Exposure module

Facility Information		Number of:
Total beds set up and staffed*		<input type="text"/>
Patient admissions*		<input type="text"/>
Inpatient days*		<input type="text"/>
Outpatient encounters*		<input type="text"/>
Hours worked by all employees (from OSHA 300 log)		<input type="text"/>

Selected Healthcare Worker Occupational Groups		
Occupation	*Number of HCWs:	*Number of FTEs:
Registered nurse	<input type="text"/>	<input type="text"/>
Licensed practical nurse	<input type="text"/>	<input type="text"/>
Nurse practitioner/clinical nurse specialist	<input type="text"/>	<input type="text"/>
Nursing assistant/patient care technician	<input type="text"/>	<input type="text"/>
Nurse midwife	<input type="text"/>	<input type="text"/>
Nurse anesthetist	<input type="text"/>	<input type="text"/>
Attendant/orderly	<input type="text"/>	<input type="text"/>

Healthcare Personnel Safety Component Key Terms

- ❑ Healthcare personnel/worker
- ❑ Location
 - CDC Location
 - 80% Rule

NHSN resource library: <http://www.cdc.gov/nhsn/library.html>

Healthcare Personnel / Worker

- Healthcare personnel/worker: All persons who work in the facility, whether paid or unpaid



Location

- ❑ A location may be where a given worker is assigned permanently or where an exposure occurs in the healthcare facility
- ❑ Work location is used to stratify blood/body fluid and influenza exposure rates



CDC Locations

- ❑ CDC Locations are descriptions for patient care and other areas of healthcare facilities
- ❑ Patient Safety, Healthcare Personnel Safety, and Biovigilance Components of NHSN use the same list of Locations
- ❑ The list of CDC Locations can be found in the NHSN resource library:
(www.cdc.gov/nhsn/PDFs/master-locations-descriptions.pdf)
- ❑ Each facility location must be “mapped” to a CDC Location

CDC Location 80% Rule

- ❑ **The correct mapping of a patient-care location to a CDC Location is determined by the type of patients receiving care in that location**
 - Example: If 80% of patients on a ward are pediatric patients with orthopedic problems, the location is designated as an Inpatient Pediatric Orthopedic Ward.
 - Exception: For patient-care areas where the mix of medical and surgical patients is approximately equal, use the combined medical/surgical location designation.
- ❑ **For instructions on setting up locations in NHSN, refer to the training “NHSN Enrollment and Facility Start-Up”.**

General Information about Data Entry

- ❑ **Data entered into NHSN are available to both CDC and to the facility as soon as they are saved.**
 - No “transmission” step where data are initially saved/stored before being added to the live application
- ❑ **Data can be edited after they are saved**
 - Exceptions - HCW ID and linked data
- ❑ **Records can be deleted**

Requirements for Data Fields

□ Required:

- Must be completed
- A red asterisk (*) appears next to the field label

□ Conditionally required:

- When the requirement depends on these response given in another field (e.g., clinical specialty for physician occupation)

□ Optional:

- NHSN does not require the data and the information will not be used in analyses by CDC (e.g., number of hours on duty)

Types of Data Entered in NHSN

- ❑ Healthcare worker demographics**
- ❑ Events (i.e., exposures and vaccinations)**
- ❑ Denominators from Annual Facility Survey**
- ❑ Custom data**

Monthly Reporting Plan

- ❑ The Monthly Reporting Plan informs CDC which modules a facility is following during a given month.
- ❑ Among facilities following the Exposure Module (with or without Exposure Management option) a facility must enter a Plan for every month of the year, even those months in which no modules are followed.
- ❑ Only data for months in which Plans are on file are included in CDC aggregate analyses and reports.
- ❑ Monthly Reporting Plans cannot be deleted.

Monthly Reporting Plan Options

- ❑ Plan that conforms to one or more of the modules of the HPS Component

OR

- ❑ “No Healthcare Personnel Safety Modules Followed”

Example Plan that Conforms to Modules of the Healthcare Personnel Safety Component

NHSN Home

- Alerts
- Reporting Plan**
 - Add
 - Find
 - Incomplete
- HCW
- Lab Test
- Exposure
- Prophy/Treat
- Flu Summary
- Analysis
- Surveys
- Users
- Facility
- Group
- Log Out

Add Monthly Reporting Plan

Mandatory fields marked with *

Facility ID*: Brattleboro Memorial Hospital (ID 10067) ▾

Month*: January ▾

Year*: 2012 ▾

No NHSN Healthcare Personnel Safety Modules Followed this Month

Healthcare Personnel Exposure Modules

- Blood/Body Fluid Exposure Only
- Blood/Body Fluid Exposure with Exposure Management
- Influenza Exposure Management

Healthcare Personnel Vaccination Module

- Influenza Vaccination Summary

Example Plan that Conforms to the “No Healthcare Personnel Safety Modules Followed” Option

 **NHSN Home**

Alerts

Reporting Plan

▶ Add

▶ Find

▶ Incomplete

HCW

Lab Test

Exposure

Prophy/Treat

Flu Summary

Analysis

Surveys

Users

Facility

Group

Log Out

Add Monthly Reporting Plan

Mandatory fields marked with *

Facility ID*: Brattleboro Memorial Hospital (ID 10067) ▼

Month*: January ▼

Year*: 2012 ▼

No NHSN Healthcare Personnel Safety Modules Followed this Month

Save

Back

References

- ❑ For more information about these topics, refer to the NHSN website: www.cdc.gov/nhsn
 - NHSN Manual: Healthcare Personnel Safety Component Protocol located at <http://www.cdc.gov/nhsn/hps.html>
 - Tables of instruction for completing all forms
 - Key terms
 - CDC Locations
 - CDC occupation codes
 - Purposes, data collection requirements and assurance of confidentiality
 - NHSN data collection forms



Questions or Need Help?
Contact the NHSN User Support Helpdesk:
NHSN@cdc.gov

For more information please contact Centers for Disease Control and Prevention

1600 Clifton Road NE, Atlanta, GA 30333
Telephone, 1-800-CDC-INFO (232-4636)/TTY: 1-888-232-6348
E-mail: cdcinfo@cdc.gov Web: www.cdc.gov

The findings and conclusions in this report are those of the authors and do not necessarily represent the official position of the Centers for Disease Control and Prevention.