

From: NHSN (CDC)
Sent: Wednesday, October 21, 2009 7:57 AM
To: All NHSN Users
Subject: NHSN 6.0 now available

Dear NHSN User,

The newest version of NHSN is now available. Please read the notes below regarding a few important enhancements in this version.

Patient Safety Component:

1. The High Risk Inpatient Influenza Vaccination (HRIIV) forms and protocol have been updated to allow reporting of Non-seasonal influenza vaccinations.

Corresponding training and materials are available at:

<http://www.cdc.gov/nhsn/hriiv.html>

2. If you IMPORT PROCEDURES, note that there have been slight changes in how the import function is accessed within NHSN. Please see the attached document, titled "NHSN Newsletter" for modified instructions.

Healthcare Personnel Safety Component:

1. The Healthcare Worker (HCW) Influenza Vaccination form has been updated to include a list of manufacturers for the 2009 H1N1 non-seasonal vaccine. This updated form is available at:

http://www.cdc.gov/nhsn/forms/57.209_HCWFluVac_BLANK.pdf

2. Analysis output options are now available for HCW demographic data and and HCW influenza vaccinations. Each of these will allow you to produce line lists, frequency tables, pie charts and bar charts. Remember to generate datasets prior to accessing these output options.

If you have any questions, please contact us at nhsn@cdc.gov.

Thank you,
The NHSN Team

How to Import Procedure Data

These instructions assume that your facility has prepared an import file according to the specifications provided by NHSN.

1. On the navigation bar, click on "**Import/Export**". Select **Import Procedures (comma delimited)** as the Import/Export Type:



2. The **Import Procedure** section of the screen will appear.

Import Procedure Data

Logged into DHQP MEMORIAL HOSPITAL (ID 10018) as MAGGIE.
 Facility DHQP MEMORIAL HOSPITAL (ID 10018) is following the PS component.

Import/Export Data

Import/Export Type:

[Import Procedures \(comma delimited\)](#)

For information on the accepted file formats and content, click the Help link below.

[HELP](#)

By default, records in the import file will be accepted under the following conditions:

1. The procedure date occurs in a month for which a Monthly Reporting Plan exists, and
2. That Plan specifies the procedure code in the import file record.

If you wish to import records for procedures not in the Plan, you must specify which procedures to include. Check the box for each procedure to accept, or check the All Procedures box if you want to allow the importation of any procedure. Note, however, that there must **still** be a Monthly Reporting Plan for the procedure date in the record.

All Procedures

| | |
|---|--|
| <input type="checkbox"/> AAA - Abdominal aortic aneurysm repair | <input type="checkbox"/> AMP - Limb amputation |
| <input type="checkbox"/> APPY - Appendix surgery | <input type="checkbox"/> AVSD - AV shunt for dialysis |
| <input type="checkbox"/> BILI - Bile duct, liver or pancreatic surgery | <input type="checkbox"/> BRST - Breast surgery |
| <input type="checkbox"/> CARD - Cardiac surgery | <input type="checkbox"/> CBGB - Coronary bypass w/ chest & donor incisions |
| <input type="checkbox"/> CBGC - Coronary bypass graft with chest incision | <input type="checkbox"/> CEA - Carotid endarterectomy |
| <input type="checkbox"/> CHOL - Gallbladder surgery | <input type="checkbox"/> COLO - Colon surgery |
| <input type="checkbox"/> CRAN - Craniotomy | <input type="checkbox"/> CSEC - Cesarean section |
| <input type="checkbox"/> FUSN - Spinal fusion | <input type="checkbox"/> FX - Open reduction of fracture |
| <input type="checkbox"/> GAST - Gastric surgery | <input type="checkbox"/> HER - Hemiorrhaphy |
| <input type="checkbox"/> HPRO - Hip prosthesis | <input type="checkbox"/> HTP - Heart transplant |
| <input type="checkbox"/> HYST - Abdominal hysterectomy | <input type="checkbox"/> KPRO - Knee prosthesis |
| <input type="checkbox"/> KTP - Kidney transplant | <input type="checkbox"/> LAM - Laminectomy |
| <input type="checkbox"/> LTP - Liver transplant | <input type="checkbox"/> NECK - Neck surgery |
| <input type="checkbox"/> NEPH - Kidney surgery | <input type="checkbox"/> OVRY - Ovarian surgery |
| <input type="checkbox"/> PACE - Pacemaker surgery | <input type="checkbox"/> PRST - Prostate surgery |
| <input type="checkbox"/> PVBY - Peripheral vascular bypass surgery | <input type="checkbox"/> REC - Rectal surgery |
| <input type="checkbox"/> RFUSN - Refusion of spine | <input type="checkbox"/> SB - Small bowel surgery |
| <input type="checkbox"/> SPLE - Spleen surgery | <input type="checkbox"/> THOR - Thoracic surgery |
| <input type="checkbox"/> THYR - Thyroid and/or parathyroid surgery | <input type="checkbox"/> VHYS - Vaginal hysterectomy |
| <input type="checkbox"/> VSHN - Ventricular shunt | <input type="checkbox"/> XLAP - Exploratory abdominal surgery |
| <input type="checkbox"/> B24 - TEST PROCEDURE | <input type="checkbox"/> BLTRF - BLOOD TRANSFUSION |
| <input type="checkbox"/> BRONC - BRONCHOSCOPY | <input type="checkbox"/> CTEST - CATHY'S TEST PROCEDURE |
| <input type="checkbox"/> ORES - OTHER RESPIRATORY OPERATIONS | <input type="checkbox"/> TEST1 - TEST PROC |

Select Import file:

3. By default, records in the import file will be accepted under the following conditions:
 - a. The procedure date occurs in a month for which a Monthly Reporting Plan exists, and
 - b. That Plan specifies the procedure code in the import file record.
 If you wish to import records for procedures not in the Plan, you must specify which procedures to include. Check the box for each procedure to accept, or check "All Procedures" if you want to allow the importation of

any procedure. NOTE: There must **still** be a Monthly Reporting Plan for the procedure date period in the import file.

- Next, select the import file. Click "**Browse**" to search for and select the file to import. Once the file has been selected, click "**Submit**."

Select Import file:

- As the file is being submitted, you will see a progress bar. Depending on the size of the file, it may take a few moments for the entire file to be submitted. Once the entire file has been submitted, you will be brought to the **Procedure Import** screen.
- The **Procedure Import** screen may have up to 4 tabs of procedure data: Inserts, Bad Data, Updates, Duplicate Data
 - Inserts: This tab includes all procedure records that have passed the quality acceptance checks. These records can be imported without any additional editing.

| Inserts Duplicate Data Bad Data | | | | | | | | | | | | |
|---------------------------------|------------------------------|--------|------------|----------|------------|------------|----------------|-----------------|---------|-----|-----------|---------|
| Delete | patid | gender | dob | proccode | procdate | outpatient | procdurationhr | procdurationmin | swclass | asa | endoscope | surgeon |
| <input type="checkbox"/> | Edit MD-5002 | F | 03/25/1962 | KPRO | 01/12/2009 | Y | 1 | 25 | C | 1 | N | |
| <input type="checkbox"/> | Edit MD-5002 | F | 03/25/1962 | KPRO | 01/12/2009 | Y | 1 | 25 | C | 1 | N | |
| <input type="checkbox"/> | Edit MD-5004 | F | 09/02/1976 | CSEC | 01/13/2009 | N | | 35 | C | 1 | N | |
| <input type="checkbox"/> | Edit MD-5005 | F | 04/29/1974 | CSEC | 01/13/2009 | N | | 53 | C | 1 | N | |
| <input type="checkbox"/> | Edit MD-5006 | F | 08/24/1982 | CSEC | 01/14/2009 | N | | 44 | C | 1 | N | |
| <input type="checkbox"/> | Edit MD-5008 | M | 10/17/1963 | FUSN | 01/22/2009 | N | 2 | 12 | C | 1 | N | |

- Duplicate Data: The tab lists all procedure records in your import file that are considered duplicates. NOTE: You must either select one of the duplicate records, or delete both records from the import file before proceeding. If you select one of the duplicate records, as shown below, click "Transfer selected duplicate records for import."

| Inserts Duplicate Data Bad Data | | | | | | | | | | | | |
|--|---|--------|------------|----------|------------|------------|----------------|-----------------|---------|-----|-----------|---------|
| Transfer selected duplicate records for import | | | | | | | | | | | | |
| Delete | patid | gender | dob | proccode | procdate | outpatient | procdurationhr | procdurationmin | swclass | asa | endoscope | surgeon |
| <input type="checkbox"/> | Select one of the following duplicate records | | | | | | | | | | | |
| <input checked="" type="radio"/> | MD-5009 | F | 01/22/1960 | CRAN | 01/25/2009 | N | 3 | 36 | C | 2 | N | |
| <input type="radio"/> | MD-5009 | F | 01/22/1960 | CRAN | 01/25/2009 | N | 3 | 36 | C | 2 | N | |

Import Procedure Data

- c. **Bad Data:** This tab lists all procedure records in the import file that cannot be imported for one or more reasons. Beneath each record, details are provided that will assist you in fixing each record. NOTE: Each record in the Bad Data tab must either be fixed (click "Edit") or deleted in order to import your file.

| Inserts | | Bad Data | | | | | | | | | | |
|---|------------------------------|----------|------------|----------|------------|------------|----------------|-----------------|---------|-----|-----------|---------|
| Delete | patid | gender | dob | proccode | procdate | outpatient | procdurationhr | procdurationmin | swclass | asa | endoscope | surgeon |
| <input type="checkbox"/> | Edit MD-5000 | M | 02/15/1944 | COLO | 01/12/2009 | N | 1 | 12 | CC | 6 | N | |
| (asa is not valid.) | | | | | | | | | | | | |
| <input type="checkbox"/> | Edit MD-5001 | M | 06/10/1952 | HYST | 01/12/2009 | Y | 2 | 3 | CC | 1 | N | |
| (Procedure code and patient gender is not valid.) | | | | | | | | | | | | |
| <input type="checkbox"/> | Edit MD-5003 | M | 07/11/1946 | COLO | 01/12/2009 | N | | 94 | CC | 2 | N | |
| (Procedure Duration (mins) is not in the range 0 through 59.) | | | | | | | | | | | | |
| <input type="checkbox"/> | Edit MD-5007 | F | 06/12/1952 | FUSN | 01/15/2009 | N | 3 | 16 | C | 2 | N | |
| (spinallevel is not valid.) | | | | | | | | | | | | |
| <input type="button" value="Update"/> <input type="button" value="Delete"/> <input type="button" value="Back"/> | | | | | | | | | | | | |

- d. **Updates:** This tab lists all procedure records that already exist in the NHSN database, but have updates in one or more columns. You can either choose to delete the new record, or choose one or more columns to update, as shown below.

| Updates | | | | | | | | | | | | |
|---|--------------------------------|---------------------------------|------------------------------|-----------------------------------|-----------------------------------|-------------------------------------|---|---|----------------------------------|---|-----------|---------|
| Delete | <input type="checkbox"/> patid | <input type="checkbox"/> gender | <input type="checkbox"/> dob | <input type="checkbox"/> proccode | <input type="checkbox"/> procdate | <input type="checkbox"/> outpatient | <input type="checkbox"/> procdurationhr | <input checked="" type="checkbox"/> procdurationmin | <input type="checkbox"/> swclass | <input checked="" type="checkbox"/> asa | endoscope | surgeon |
| <input type="checkbox"/> | Edit MD-5000 | M | 02/15/1944 | COLO | 01/12/2009 | N | 1 | 23 | CC | 3 | | |
| Old data MD-5000 M 02/15/1944 COLO 01/12/2009 N 1 12 CC 3 | | | | | | | | | | | | |
| <input type="checkbox"/> | Edit MD-5001 | F | 06/10/1952 | HYST | 01/12/2009 | Y | 2 | 3 | CC | 2 | | |
| Old data MD-5001 F 06/10/1952 HYST 01/12/2009 Y 2 3 CC 1 | | | | | | | | | | | | |
| <input type="button" value="Update"/> <input type="button" value="Delete"/> <input type="button" value="Back"/> | | | | | | | | | | | | |

7. Once all desired edits and deletions have been made, you should have only the Inserts and/or Updates tab(s).

| Inserts | | | | | | | | | | | | |
|---|------------------------------|--------|------------|----------|------------|------------|----------------|-----------------|---------|-----|-----------|---------|
| Delete | patid | gender | dob | proccode | procdate | outpatient | procdurationhr | procdurationmin | swclass | asa | endoscope | surgeon |
| <input type="checkbox"/> | Edit MD-5000 | M | 02/15/1944 | COLO | 01/12/2009 | N | 1 | 12 | CC | 3 | N | |
| <input type="checkbox"/> | Edit MD-5001 | F | 06/10/1952 | HYST | 01/12/2009 | Y | 2 | 3 | CC | 1 | N | |
| <input type="checkbox"/> | Edit MD-5002 | F | 03/25/1962 | KPRO | 01/12/2009 | Y | 1 | 25 | C | 1 | N | |
| <input type="checkbox"/> | Edit MD-5002 | F | 03/25/1962 | KPRO | 01/12/2009 | Y | 1 | 25 | C | 1 | N | |
| <input type="checkbox"/> | Edit MD-5003 | M | 07/11/1946 | COLO | 01/12/2009 | N | 1 | 34 | CC | 2 | N | |
| <input type="checkbox"/> | Edit MD-5004 | F | 09/02/1976 | CSEC | 01/13/2009 | N | | 35 | C | 1 | N | |
| <input type="checkbox"/> | Edit MD-5005 | F | 04/29/1974 | CSEC | 01/13/2009 | N | | 53 | C | 1 | N | |
| <input type="checkbox"/> | Edit MD-5006 | F | 08/24/1982 | CSEC | 01/14/2009 | N | | 44 | C | 1 | N | |
| <input type="checkbox"/> | Edit MD-5008 | M | 10/17/1963 | FUSN | 01/22/2009 | N | 2 | 12 | C | 1 | N | |
| <input type="checkbox"/> | Edit MD-5009 | F | 01/22/1960 | CRAN | 01/25/2009 | N | 3 | 36 | C | 2 | N | |
| <input type="button" value="Update"/> <input type="button" value="Delete"/> <input type="button" value="Back"/> | | | | | | | | | | | | |

Click "**Update**". When all records have been imported, you will see a message confirming the data file has been successfully imported.