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## Facility-within-facility scenario for COVID-19 hospital data reporting to NHSN

### Field name: “Reporting Context”

#### Background:

In working with jurisdictions to validate the NHSN orgID for the transition of COVID-19 hospital reporting to the NHSN system, NHSN identified a scenario being referred to as “facility-within-facility.” Facility-within-facility refers to units/ floors/ wings of a hospital or facility that are currently reporting COVID-19 data independent of the facility in which these units/ floors/ wings are housed. These units/floors/wings have the same NHSN OrgID as the facility in which they are housed.

An examples NHSN has identified is “children’s hospitals,” which are pediatric floors or units within the larger facility. Although these units are physically located within a facility, some of them have been reporting COVID-19 hospital data separately, as if they were a physically separate facility.

**Please note that the following guidance pertains only to the COVID-19 hospital data and is not applicable to other NHSN measures (e.g., healthcare-associated infections, healthcare worker vaccinations).**

#### NHSN OrgID and facility-within-facility Scenario:

The NHSN OrgID (Organization Identification Number; also called NHSN Facility ID) is a facility’s unique numeric identifier in the NHSN application and is intended to be assigned to the brick-and-mortar level of the facility, based on its physical location and address. Further, the NHSN orgID is important as it will be the primary identifier for facilities after the transition of the COVID-19 hospital data to NHSN and serve as the primary key for merging historical and new data for analytic purposes moving forward. The issue this poses for the facility-within-facility scenario is that a unit/ floor/ etc. reporting separately would have the same NHSN orgID as the facility that it is located within. This would result in the data being overwritten. As a result, additional sub-facility identifiers for the COVID-19 hospital data were created to differentiate these facility-within-facilities.

In meeting with reporting jurisdictions, several noted that they would like to continue to keep these data separated, for example, for emergency preparedness purposes. Others noted a preference to have facilities combine the reporting. The NHSN team developed solutions for both options. Please follow any guidance from your jurisdiction to ensure you are meeting jurisdiction reporting needs.

**Important Note:** *There is no federal requirement to keep the facility-within-facility reporting separate. Please follow any guidance from your jurisdiction to ensure you are meeting jurisdiction reporting needs.*

### Combining the Reporting:

If a facility has previously been reporting facility-within-facility scenarios for their Hospital COVID-19 data and would like to begin reporting just as the brick-and-mortar facility under the NHSN OrgID after the transition to NHSN, this is possible. Follow any guidance from your jurisdiction to ensure you are meeting jurisdiction reporting needs. Once the data has been combined at the brick-and-mortar facility level:

- Webform Reporting – no further action needed
- CSV Upload Reporting – use the COVID-19 hospital data upload template titled: “Bulk\_Data\_Upload\_Template\_<upload date>\_1”

### Keeping the Reporting Separate:

NHSN has developed an option to allow facilities-within-facilities to continue reporting their COVID-19 hospital data separately despite sharing an OrgID with their larger facility.

For facilities that choose to keep the reporting separate, NHSN developed the **Reporting Context** field specifically for the COVID-19 hospital data. Using Reporting Context requires two steps—a pre-step and the reporting itself. NHSN is completing the pre-step for setting up Reporting Context based on hospitals currently reporting facility-within-facility information<sup>1</sup> to expedite the transition and reduce burden—more information is available on the pre-step at the bottom of the document. Please see instructions for both CSV and webform reporting below.

**Note:** Use of the Reporting Context variable is specific to COVID-19 hospital reporting and is not applicable for any other reporting to NHSN.

### Reporting Context:

For the facility-within-facility scenario, any facility/hospital that has a unit/floor/etc. reporting separately from the facility in which it is physically located will use the HOSP context and then one of the additional Reporting Context options. This indicates to NHSN that the unit is reporting separately while under another facility’s NHSN orgID and ensures that reporting is submitted correctly.

### Reporting Context Options:

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<sup>1</sup> See your jurisdiction’s excel file with verified NHSN OrgIDs for a list of hospitals reporting facility-within-facility, available on tab three in the excel file

- HOSP – Hospital
  - All facilities/hospitals reporting a facility-within-facility scenario will use HOSP as the variable for all data aside from the units/ floors/ wings reporting separately.
- \*CH – Children’s hospital within hospital
  - Use this option when there is a pediatric unit within the facility reporting COVID-19 hospital data separately.
- OTH – Other facility-within-facility
  - Use this option for any other facility-within-facility scenarios. For example, oncology or cardiac unit reporting separately.

### **Reporting Context: Option for IPF and IRF**

The Reporting Context field can additionally be used to indicate when a facility contains a CMS-certified inpatient psychiatric location and/or CMS-certified inpatient rehabilitation location within the facility. NHSN facilities that contain CMS-certified IPF and IRF locations will have these mapped as such, and the IPF and IRF reporting context options will automatically be available in the COVID-hospital reporting UI.

- \*IPF – Inpatient psychiatric facility
  - Use this option when there is a CMS-certified inpatient psychiatric location within the facility. These units have unique CCNs but share the same NHSN orgID with the facility.
  - See additional information here: <https://www.cdc.gov/nhsn/pdfs/mrsa-cdi/IPF-Locations.pdf>
- \*IRF – Inpatient rehabilitation facility
  - Use this option when there is a CMS-certified inpatient rehabilitation location within the facility. These units have unique CCNs but share the same NHSN orgID with the facility.
  - See additional information here: <https://www.cdc.gov/nhsn/pdfs/irf/Updating-IRF-locations-within-NHSN.pdf>

**\*Important:** these options only apply to facility-within-facility scenarios. Freestanding IPFs, IRFs, and CHs are by default defined as context = HOSP. If you are reporting for freestanding IPFs, IRFs, or CHs, please ensure that the context is defined as HOSP and not one of the other Reporting Context options.

### Data Submission Via CSV Upload:

There are now two COVID-19 hospital data upload templates. For data submission via CSV upload for facility-within-facility scenarios, an additional column – Reporting Context – was added to the second CSV template as the last column in the template.

There are two COVID-19 hospital data upload templates\*:

- “Bulk\_Data\_Upload\_Template\_FOR UPLOAD DATE\_1” – **does not include** Reporting Context column

	DZ	EA	EB	EC	ED	EE	EF	EG	EH	EI	EJ	EK	EL	EM	EN	EO	EP	EQ
1	previous_v	previous_v	hhs_id	all_pediatr	all_pediatr	total_staff	staffed_pe	staffed_ici	previous_c	previous_c	previous_c	previous_day_admission	pediatric_covid_confirmed	unknown				

- “Bulk\_Data\_Upload\_Template\_FOR UPLOAD DATE\_2” – **includes** Reporting Context column

	DT	DU	DV	DW	DX	DY	DZ	EA	EB	EC	ED	EE	EF	EG	EH	EI	EJ	EK	EL	EM
1	previous_v	previous_v	total_pers	total_pers	total_pers	total_pers	previous_v	previous_v	hhs_id	all_pediatr	all_pediatr	total_staff	staffed_pe	staffed_ici	previous_c	previous_c	previous_c	previous_c	Context	
2																				HOSP/IPF/IRF/CH/OTH
3																				
4																				

us_c	previous_c	Context	
		HOSP/IPF/IRF/CH/OTH	

\*Please note that above screenshots are for demonstration purposes only.

Jurisdictions and facilities that do not have a facility-within-facility reporting scenario will continue to use the original data upload file template (“Bulk\_Data\_Upload\_Template\_FOR UPLOAD DATE\_1”) while facilities reporting facility-within-facility will use the new template (“Bulk\_Data\_Upload\_Template\_FOR UPLOAD DATE\_2”). The only difference is the existence of the new last column, Context.

**Data Submission Via Webform (Individual Reporting Facilities):**

When selecting the calendar option for daily reporting in the webform, hospitals that have a facility-within-facility identified will have Reporting Context options for CH and OTH:

**New Capacity & Utilization Entry For October 12, 2022**

It is critical to the COVID-19 response that all of the information listed below is provide COVID-19 Public Health Emergency (PHE). All fields are **mandatory** unless otherwise n

Note: Provide data entries for all requested fields. Enter 0 or select N/A (if availab

Reporting Context: ▼

HOSP - Hospital

IPF - Inpatient psychiatric facility

IRF - Inpatient rehabilitation facility

**CH - Children's hospital within hospital**

OTH - Other facility-within-facility

**Staffed Bed Cap**

3a. All hospital in  patient be

3b. Adult hospita  patient

Separate data entry forms can be submitted for each reporting context. For example, if a facility/hospital has pediatric floors or units within the larger facility reporting separately as a “children’s hospital”, select **CH – children’s hospital within hospital** on the dropdown and report the COVID-19 hospital data for that floor/unit. The COVID-19 hospital data for the larger facility would be reported in a different data entry form using the **HOSP – Hospital** selection on the dropdown.

**Note:** IPF and IRF facility-within-facility reporting context are automatically available for facilities that have these locations mapped in NHSN. Therefore, a facility that has not completed the pre-step noted below could still have HOSP, IRF, and IPF Reporting Context options since the availability of IRF and IPF in the dropdown are based on whether these locations have been mapped for the facility in NHSN:

## New Capacity & Utilization Entry For October 12, 2022

It is critical to the COVID-19 response that all of the information listed below is provided to the Public Health Emergency (PHE). All fields are **mandatory** unless otherwise noted in the

Note: Provide data entries for all requested fields. Enter 0 or select N/A (if available)

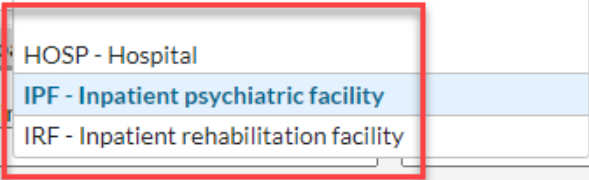
Reporting Context:

Staffed Bed Capacity:

3a. All hospital inpatient beds:

3b. Adult hospital inpatient beds:

4b. Adult hospital inpatient beds:



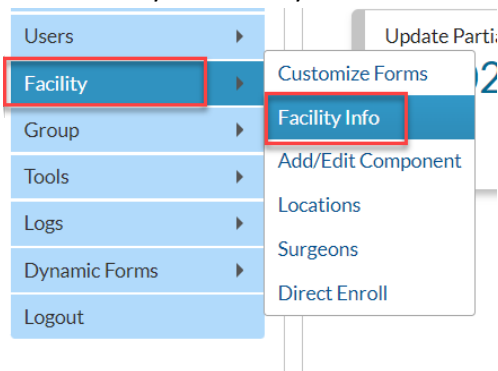
### Pre-Step for Setting Up Reporting Context (only needed if the facility/hospital has a facility-within-facility scenario):

**Important:** Reporting Context needs to be set up within individual NHSN facilities (not Groups) in order to have the option to use the separate reporting contexts. **To reduce burden and expedite the transition process, NHSN will automate the below process for facilities enrolled in NHSN prior to October 31, 2022 that have a facility-within-facility scenario.**

Facilities enrolled in NHSN after October 31, 2022 that have a facility within-facility scenario will require the NHSN Facility Administrator to complete the below steps to set up the reporting context.

### Pre-Step Instructions

- Log into the facility in NHSN.
- Select Facility and Facility Info from the left navigation bar.



- On the Facility Info screen select the “reporting COVID data separately” checkbox. This tells NHSN to look for CH or OTH facility-within-facility reports from this facility.

**Remember:** IPF and IRF facility-within-facility reporting context are not included since these are CMS-certified locations with unique CCNs. IRF and IPF reporting context are automatically available for facilities that have these locations mapped in NHSN.

Facility: Y

Facility type \*: HOSP-GEN - General Hospital, including Acute, Trauma, and Teaching

Was this facility operational in the year prior to NHSN enrollment (i.e., last year)? \*:  Yes  No

Will this facility report COVID data separately for one (or more) facility-within-facility using the same OrgID and CCN?

Before making a selection, please review the facility-within-facility guidance

Facility-within-facility Description: Facility-within-facility refers to units/ floors/ wings of a hospital or facility that are currently reporting COVID-19 hospital data independent of the facility in which these units/ floors/ wings are housed. These units/ floors/ wings have the same CCN and the same NHSN OrgID as the facility in which they are housed. This question applies only to facility-within-facility scenarios for COVID-19 hospital data.

If a facility does not indicate that it has a unit reporting separately, it is defaulted to Reporting Context=HOSP. This tells NHSN that they do not have a facility-within-facility reporting scenario.