Facility Set-up:
Preparing your LTCF to report in NHSN

Finalized 3/2015

National Center for Emerging and Zoonotic Infectious Diseases
Division of Healthcare Quality Promotion

Training Audience

- This training is for:
  - Any person planning to report infections from their LTCF into NHSN
    - Often this will be the NHSN Facility Administrator for a facility
  - Any person working with one or more facilities to prepare them to report into NHSN includes:
    - Trainers and consultants working with LTCFs
    - NHSN group users

Learning Objectives

- Explain the purpose for NHSN Facility Set-up
  - Remind users how to navigate within the NHSN website
- Describe the two required steps in the NHSN Set-up process:
  - Mapping locations within your facility using CDC Facility Location descriptions
  - Creating Monthly Reporting Plans
- Describe how to add other staff in your facility as NHSN users
- Introduce the optional feature of “Joining an NHSN group”

INTRODUCTION

Set-Up Follows NHSN Enrollment

- Once the NSHN Agreement to Participate and Consent is processed, NHSN sends an email to confirm enrollment is complete and facility is active

Subject: NHSN enrollment approved

Welcome to the National Healthcare Safety Network (NHSN)!

Your facility has been approved as a new member of NHSN.

Facility Name: NHSN Test Facility

Facility ID: 00000

As the Facility Administrator you may now access the SAMS Partner Portal by clicking here<https://sams.cdc.gov/>.

However, you must receive your SAMS grid card, which will be delivered to your home address via U.S. mail, before you may access NHSN through SAMS.

After you receive your grid card in the mail you can reach the NHSN activity home page directly by clicking https://nhsn2.cdc.gov/nhsn/.

When prompted, please enter your SAMS account User Name and Password, then click the Login button.

NHSN Set-Up

- Immediately following facility activation, you can login to SAMS Partner Portal to access 'NHSN Reporting' using your grid card
- Set-up is required before data can be reported

1. Add Locations
2. Add Monthly Reporting Plans
3. Add Users & Assign Rights

What does it mean to set-up my facility in NHSN?

- Once your facility has completed the enrollment process and become an active NHSN facility, there are a few quick steps to complete in order to be able to report infection events into the system
  - First, describe all the units where residents are located throughout the building ("mapping locations").
    - This allows you to see if infections may be clustering in one place within the facility
  - Second, inform NHSN which events you are planning to track by completing the monthly reporting plan
- The NHSN Set-up process walks you through these steps.

NHSN NAVIGATION

Navigating within the NHSN website

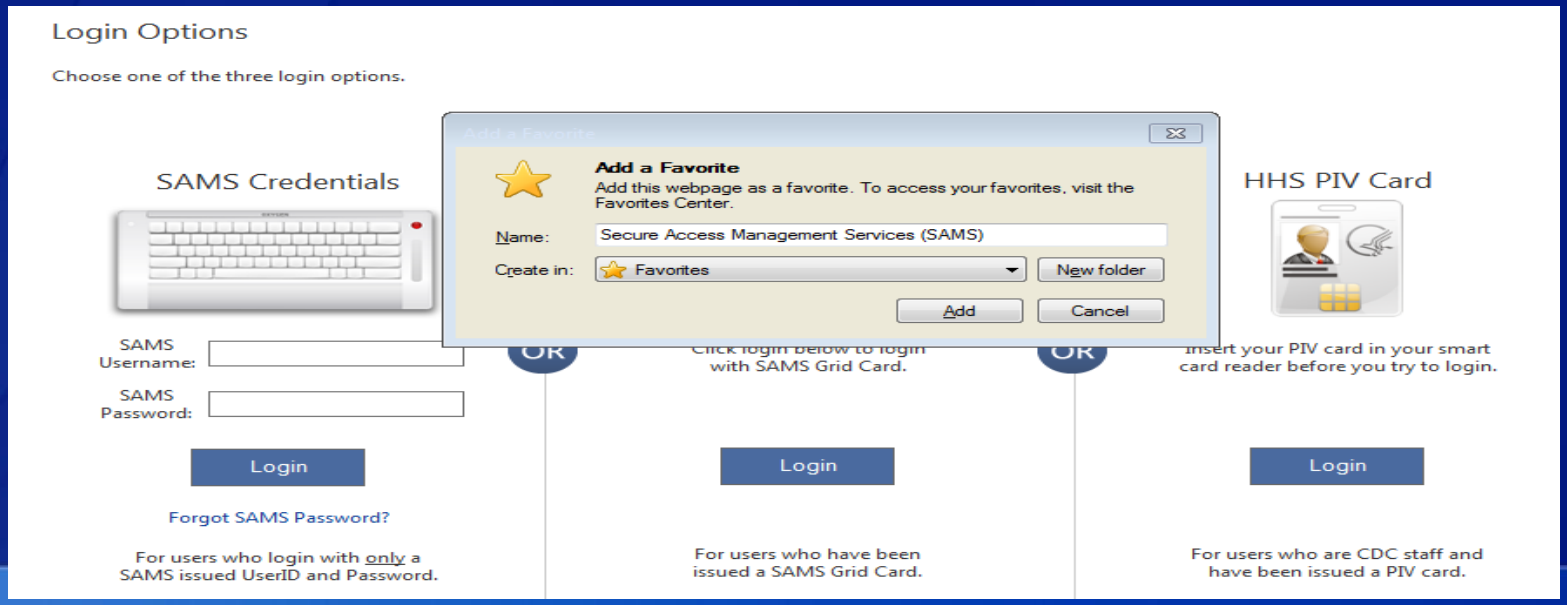
- The next few slides show a user how to access NHSN from the SAMS portal and how to navigate within the NHSN website
- If you are a user for more than one facility, then you can select the facility for which you are entering information from the NHSN Landing Page

Enter the SAMS Portal to access NHSN

- By now you may be familiar with accessing NHSN through the SAMS Portal.
- Go to **https://sams.cdc.gov**
- Log in using your SAMS grid card, user name, and password.

Tip: Add NHSN Websites to Favorites

- **In Internet Explorer, save NHSN websites as favorites to find them quickly each month**
  - Site to log on to NHSN Reporting: https://sams.cdc.gov
  - Long Term Care Component Protocol Resources http://www.cdc.gov/nhsn/LTC/index.html
  - Long Term Care Component Training Resources http://www.cdc.gov/nhsn/Training/LTC/index.html



Select "NHSN Reporting" to Begin the Set-up Process

SAMS
secure access management services

CDC

Welcome Amy Woodward

SAMS Admin | My Profile | Logout

Warning: You are accessing a US Government information system, which includes (1) this computer, (2) this computer network, (3) all computers connected to this network, and (4) all devices and storage media attached to this network or to a computer on this network. This information system is provided for US Government-authorized use only. Unauthorized or improper use of this system may result in disciplinary action, as well as civil and criminal penalties. By using this information system, you understand and consent to the following: You have no reasonable expectation of privacy regarding any communication or data transiting or stored on this information system. At any time, and for any lawful government purpose, the government may monitor, intercept, and search and seize any communication or data transiting or stored on this information system. Any communication or data transiting or stored on this information system may be disclosed or used for any lawful Government purpose.

Links

- SAMS User Guide
- SAMS User FAQ
- Identity Verification Overview

My Applications

National Healthcare Safety Network System

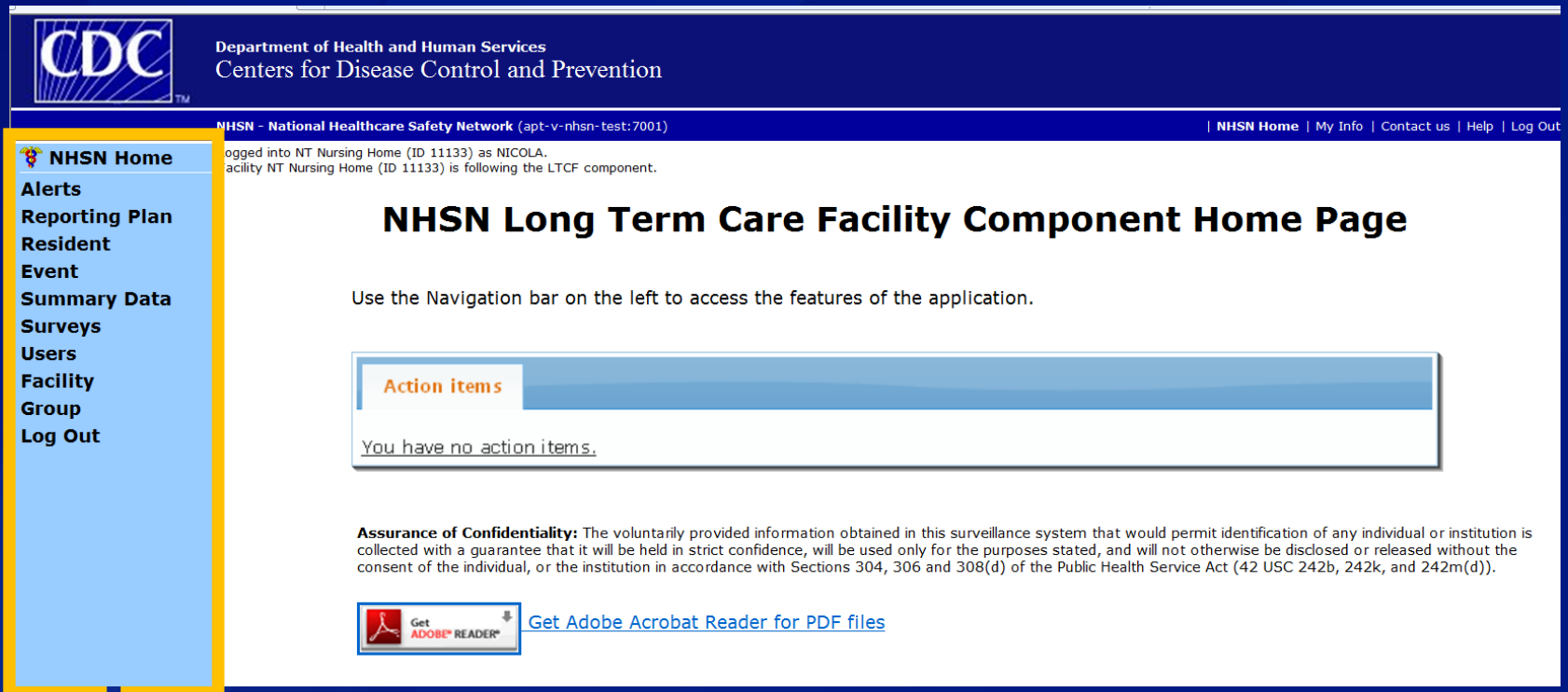
- NHSN Reporting *
- NHSN Enrollment *

*** Strong credentials required.**

NHSN Landing Page

- On the NHSN Landing page, select the facility you are planning to set-up and the component into which you would like to report. All facilities that you have access to will show up in the drop down menu
  - *Remember, LTCFs can report into both the LTCF Component for tracking infections or the Healthcare Personnel Safety Component for tracking staff influenza vaccination*
- Then, click **"Submit"**

NHSN LTCF Component Home Page

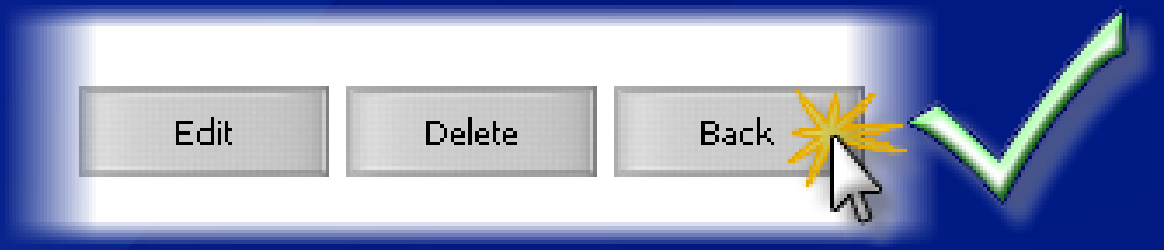


Navigation Bar

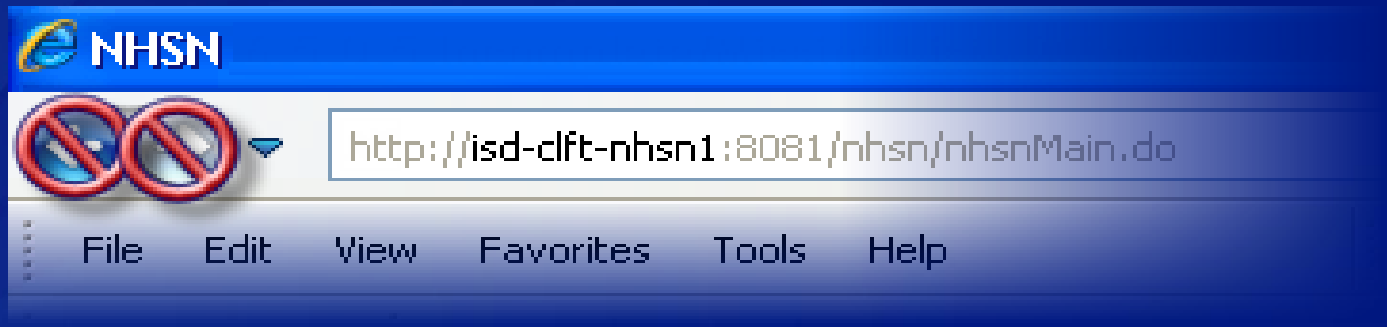
- The navigation bar options allow you to move from one section to another
  - NHSN users may see different options based on the “rights” or actions they are allowed to perform

Important Note About the NHSN Website

- Always use the navigation bar or NHSN buttons to move from page to page in NHSN



- Do not use Internet Explorer web browser buttons



NHSN LOCATIONS

1. MAP LONG-TERM CARE FACILITY LOCATIONS

1. Map Long-term Care Facility Locations
2. Create Monthly Reporting Plans
3. Add Users & Assign Rights

Step 1 – Map the Locations in Your Facility

- Most LTCFs have different physical locations where residents reside and receive care within the building
  - These locations might be known as units, wards, floors, neighborhoods, pod, etc.
- Each resident care location in your facility should be mapped to a CDC location code/description
  - This provides information about the type of residents or care services in that place
- When reporting an infection, the resident care location is used to identify where the resident was in the facility at the time the event occurred

How to: Add a Location

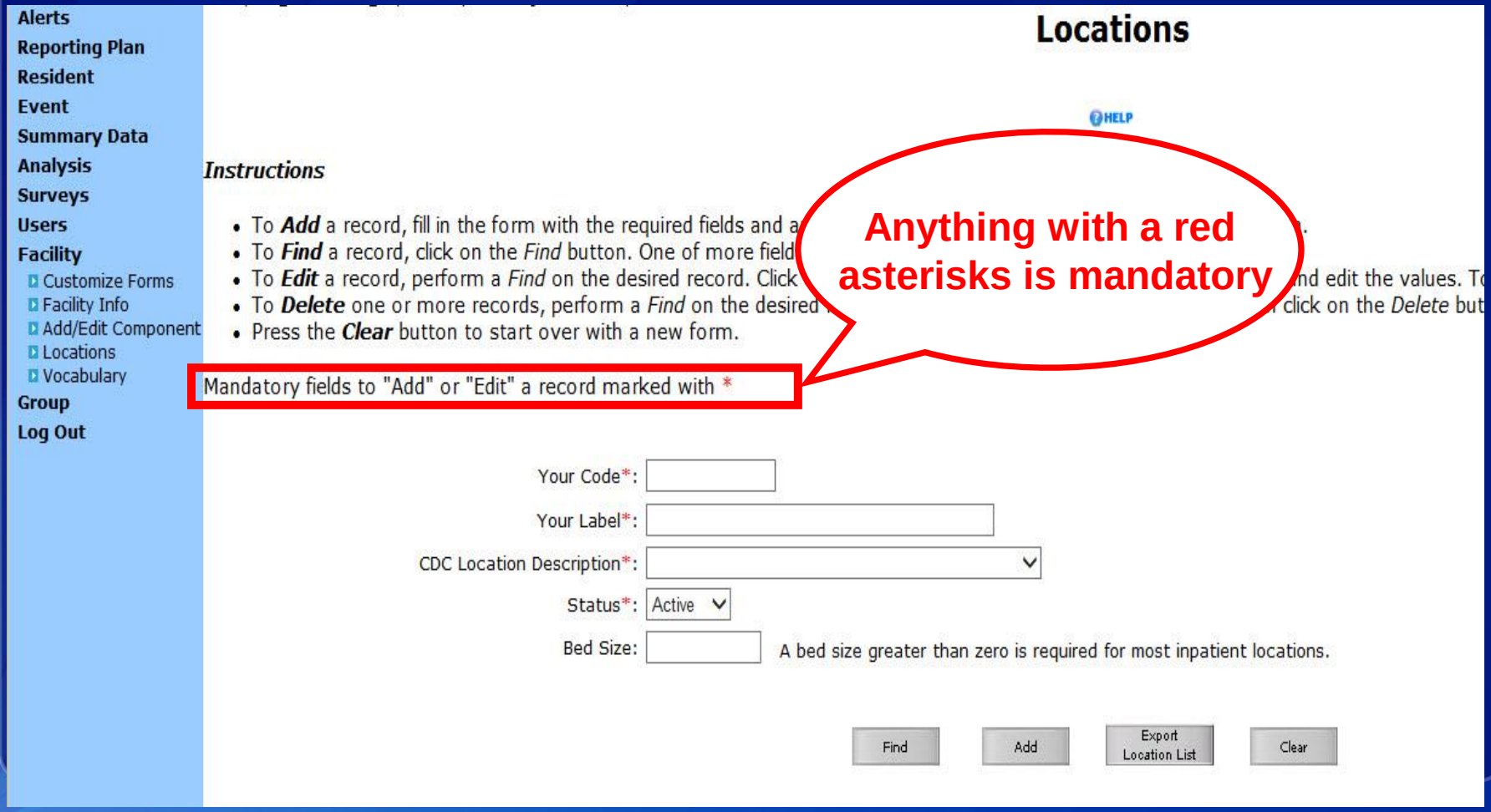
NHSN Home
Alerts
Reporting Plan
Resident
Event
Summary Data
Analysis
Surveys
Users
Facility
- Customize Forms
- Facility Info
- Add/Edit Component
- Locations
- Vocabulary

Group
Log Out

In the Navigation Bar, select "Facility", doing so expands your choices and this is where you will see your "locations" tab

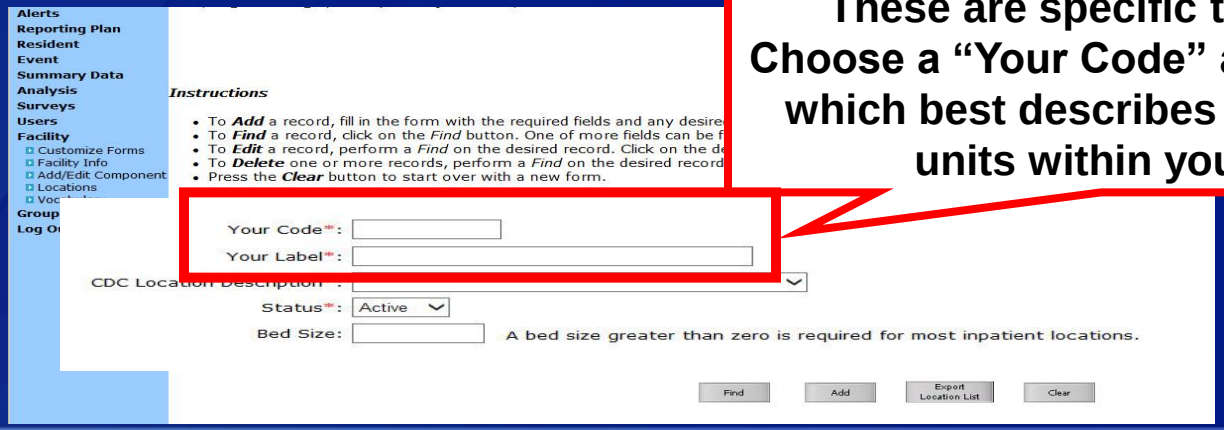
Add a Location, *Continued*

- **NHSN Locations: This page is where you Add, Find, Edit, and Delete units within your facility**



Define Each Location With Your Own Title

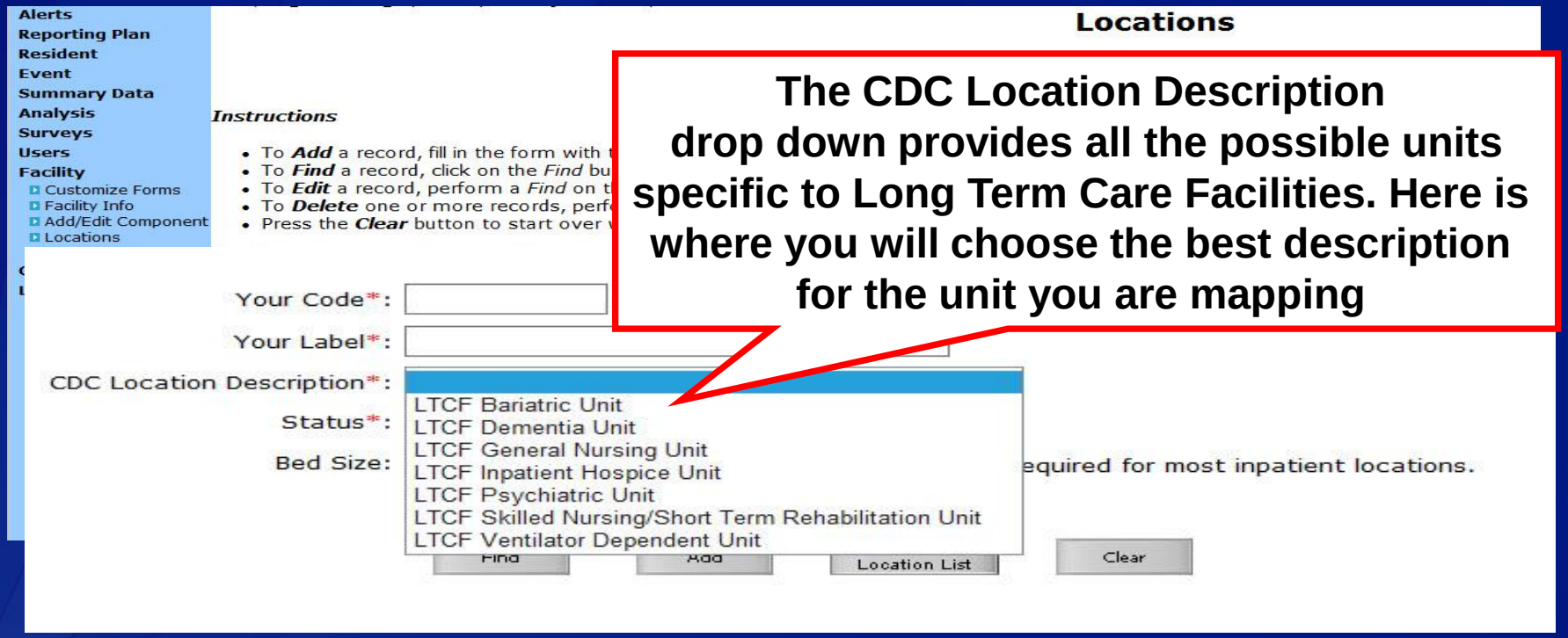
- For each location, NHSN asks you to create your own location code and label, so users in the facility will recognize the care location
  - Your code: You will create the code to help you easily identify the location, which is the name that the facility currently uses for this location. For example, “100 East”, “200 East” , “West Hall’, “South Hall”, etc.
  - Your label: You will also create the label to help you easily identify the location. This would be any additional information you would like to add about this location. For example, “Controlled access, dementia unit”
  - Your code and label can be the same name



These are specific to your facility. Choose a “Your Code” and a “Your Label” which best describes how you identify units within your facility.

Select a CDC Defined Location Description

- **CDC location description** – This drop-down menu provides you with the CDC-defined options for describing this location. Choose the appropriate CDC Location Description that best describes the resident population in the unit. For a description of CDC locations for LTCFs, visit http://www.cdc.gov/nhsn/PDFs/pscManual/15LocationsDescriptions_current.pdf

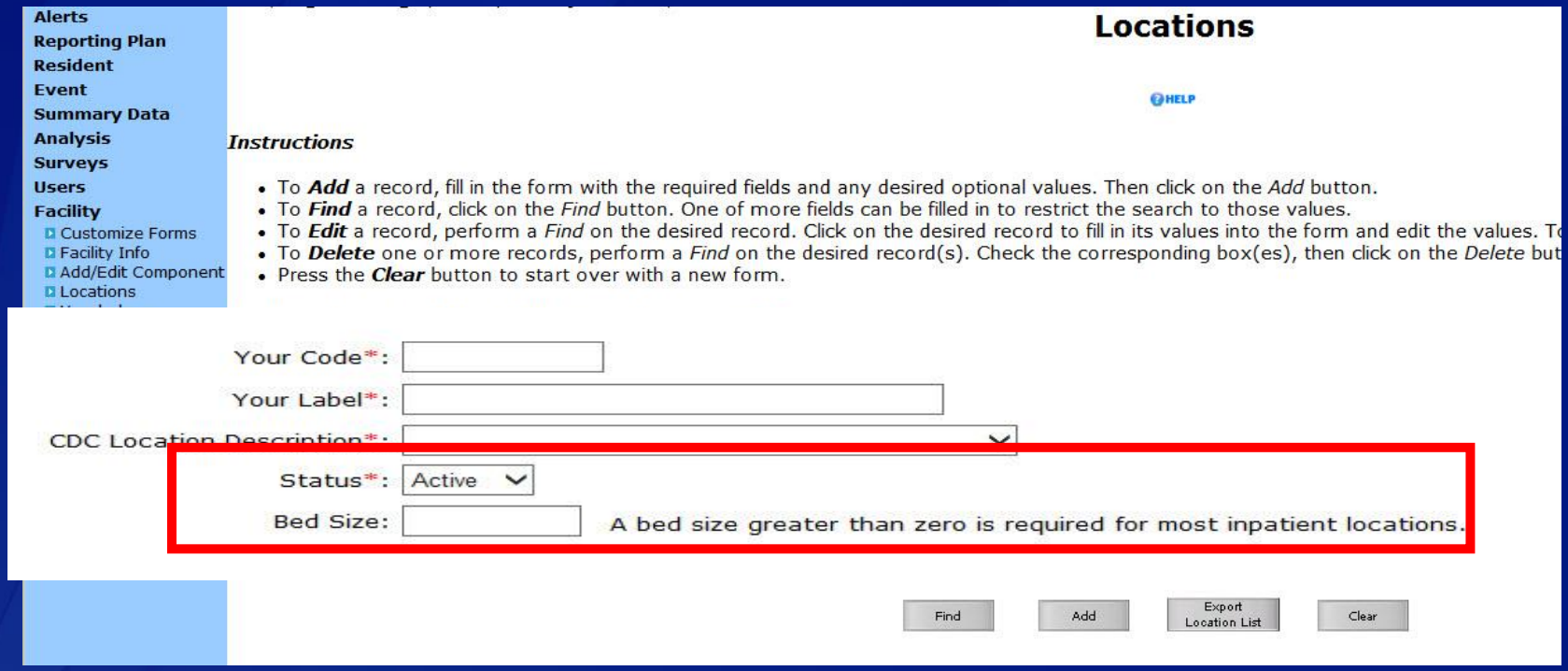


The CDC Location Description drop down provides all the possible units specific to Long Term Care Facilities. Here is where you will choose the best description for the unit you are mapping

Carefully review the resident population for the unit because once you have selected a CDC location description to go with “Your Code” it cannot be changed

Add a Location, *Continued*

- Status will default as active (leave this selection as is)
- Bed size is optional and should include the number of beds on the unit that are set-up and staffed



Don't Forget to Click "Add"

Instructions

- To ***Add*** a record, fill in the form with the required fields and any desired optional values. Then click on the *Add* button.
- To ***Find*** a record, click on the *Find* button. One of more fields can be filled in to restrict the search to those values.
- To ***Edit*** a record, perform a *Find* on the desired record. Click on the desired record to fill in its values into the form and edit the values. To save the changes, click on the *Save* button.
- To ***Delete*** one or more records, perform a *Find* on the desired record(s). Check the corresponding box(es), then click on the *Delete* button.
- Press the ***Clear*** button to start over with a new form.

Mandatory fields to "Add" or "Edit" a record marked with *

Your Code*: 100 EAST

Your Label*: DEMENTIA UNIT

CDC Location Description*: LTCF Dementia Unit

Status*: Active

Bed Size*: 50 × A bed size greater than zero is required for most inpatient locations.

Find | Add | Export Location List | Clear

Location Table

splay All Print Location List

Page 1 of 1 10 View 1 - 1 of 1

Delete	Status	Your Code	Your Label	CDC Description	CDC Code	NHSN HL7 Code	Bed Size
☐	Active	100 EAST	DEMENTIA UNIT	LTCF Dementia Unit	IN:NONACUTE:LTCF:DEM	1255-9	50

Page 1 of 1 10 View 1 - 1 of 1

Location Mapping: CDC Location Codes and Descriptions

- The next two slides show the labels, codes, and descriptions for the CDC LTCF resident location codes
- A list of LTCF locations, with descriptions, can be found in the NHSN Locations chapter under the Long Term Care Facilities section, beginning on page 28. Here is the link to the document: http://www.cdc.gov/nhsn/PDFs/pscManual/15LocationsDescriptions_current.pdf

Location Mapping: CDC Location Codes and Descriptions

CDC Location Label	NHSN Healthcare Service Location Code	CDC Location Code	Location Description
Inpatient Hospice Unit	1254-2	IN:NONACUTE:LTCF:HSP	A unit or designed area which provides palliative and supportive care services to individuals diagnosed with life limiting (terminal) conditions.
Dementia Unit	1255-9	IN:NONACUTE:LTCF:DEM	A unit or designed area which provides specialized care for individuals diagnosed with dementia or related conditions, including Alzheimer's disease.
Psychiatric Unit	1256-7	IN:NONACUTE:LTCF: REHAB	A unit or designated area which provides specialized care for individuals diagnosed with psychiatric or behavioral disorders.

Location Mapping: CDC Location Codes and Descriptions, (cont.)

CDC Location Label	NHSN Healthcare Service Location Code	CDC Location Code	Location Description
Skilled Nursing/ Short Term Rehabilitation	1257-5	IN:NONACUTE:LTCF: REHAB	A unit or designated area which primarily provides short term (<90 days), medical, skilled nursing or rehabilitation services to individuals requiring restorative care following recent hospitalization.
General Nursing Unit	1258-3	IN:NONACUTE:LTCF: GEN	A unit or designated area which primarily provides nursing, rehabilitative or custodial services to individuals with varying levels of chronic conditions or disability requiring long term (>90 days) support
Ventilator Dependent Unit	1259-1	IN:NONACUTE:LTCF: VEN	A unit or designated area which provides nursing and respiratory care to individuals who require mechanical ventilation.
Bariatric Unit	1260-9	IN:NONACUTE:LTCF: BAR	A unit or designated area which provides specializing care for individuals who are preparing for or have undergone bariatric surgery.

Additional tips on selecting a CDC location

- **Resident Mix:** To map the appropriate CDC location code for a unit, review the resident mix in that unit during the previous year. Choose the location code that best describes the type of resident care/service delivered on that unit
  - NHSN "80% Rule": Sometimes more than one type of resident receives care in a location, for example, both long-stay and skilled resident beds are mixed together.
  - In that situation, select the location code which best reflects the majority of residents usually cared for on that unit. Ideally this code would apply to 80% of residents on the unit. But, if there is not a clear majority, select the code that makes sense for your facility

Review: Add Location

1. **NHSN navigation bar: select 'Facility', then 'Locations'**

2. **Choose a Code and Label**
   - You will create these yourself
   - Code and Label can be the same
   - Your Code and Label will help you easily identify the location

3. **CDC location description: select**

4. **Status will default as active (leave as active)**

5. **Bed size is optional and includes the number of beds on the unit that are set up and staffed.**

6. **Click "Add"**

NHSN MONTHLY REPORTING PLAN

2. CREATE MONTHLY REPORTING PLANS

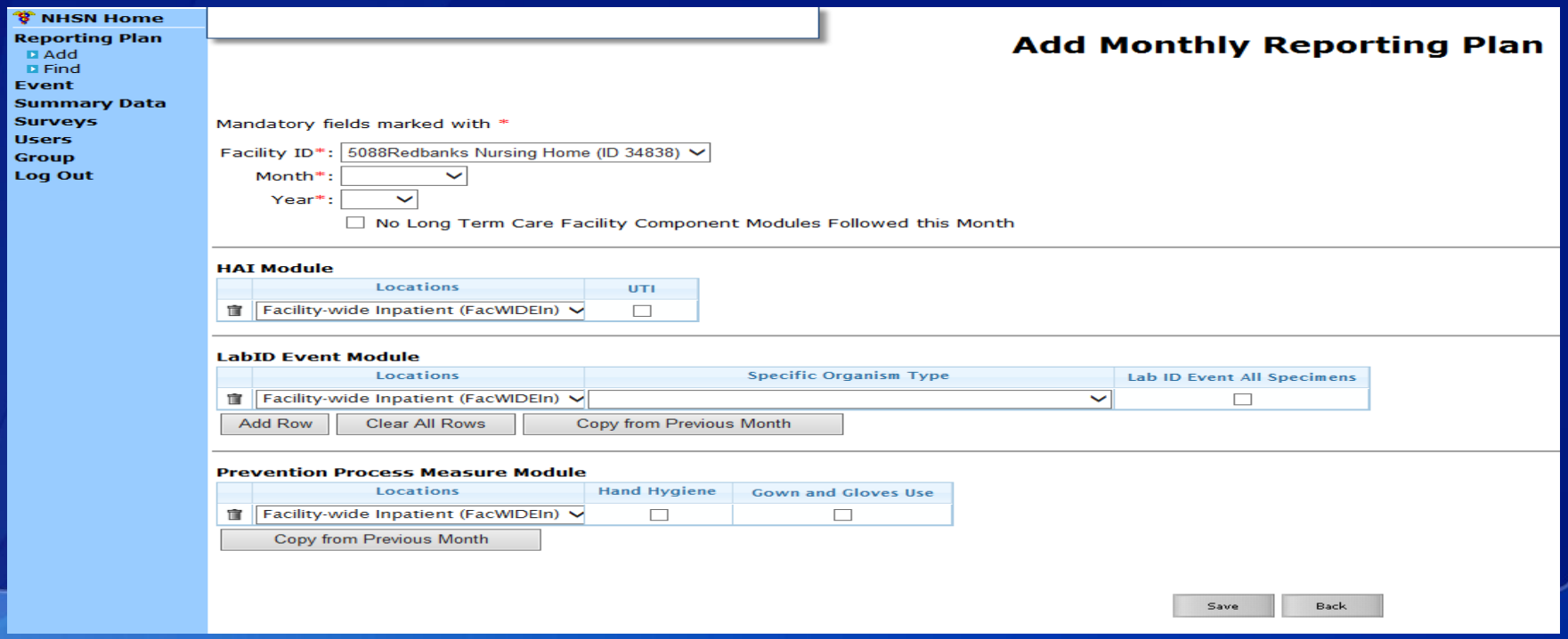
1. Map Long-term Care Facility Locations
2. Create Monthly Reporting Plans
3. Add Users & Assign Rights

What is a Monthly Reporting Plan?

- **The Monthly Reporting Plan tells NHSN which modules and events your facility will be tracking for the month**
- **You must submit a Monthly Reporting Plan for each month you want to perform surveillance in NHSN**
  - If you are not performing surveillance for a specific month, then select “No Long Term Care Facility Component Modules Followed this Month” on the Monthly Reporting Plan
- **You can plan your surveillance and submit Monthly Reporting Plans for up to one year in advance**

Monthly Reporting Plan Options

1. Choose specific plan(s), which include selections from the following options: HAI Module, LabID Event Module, and/or Prevention Process Measure Module
2. Select "No Long Term Care Facility Component Modules Followed this Month" if you will not be following any NHSN modules for the month.



Monthly Reporting Plan Options

- **For each month, indicate into which surveillance modules and events your facility will report**

Surveillance Modules	Event Reporting Options
Healthcare Associated Infection (HAI)	Urinary tract infection (UTI)
LabID Event	*C. difficile,* MRSA, MRSA with MSSA, VRE, MDR-*Acinetobacter*, cephalosporin resistant *Klebsiella,*Carbapenem-resistant Enterobacteriaceae (CRE-*E.coli, CRE-Enterobacter, CRE-Klebsiella)*
Prevention Process Measures	Hand Hygiene Gown & Glove Use

How Does My Facility Add A Monthly Reporting Plan?

- **Step 1: On the NHSN Navigation Bar**
  - Select ‘Reporting Plan’, then ‘Add’
- **Step 2: Select month & year of surveillance**
- **Step 3 Complete the reporting plan**

  a. Check box for UTI surveillance

  b. Select organism(s) from drop-down for Lab ID

  c. Check box for Hand Hygiene and/or Gown and Gloves use

  d. Scroll to bottom of page and click ‘Save’

Step 1: Add Reporting Plan

By Selecting "Reporting Plan" in the Navigation Bar, the bar will expand and display "Add" and " Find"

Step 1: Add Reporting Plan

To create a <u>NEW</u> "Monthly Reporting Plan", click "Add" in the expanded Navigation Bar.

Step 2: Select Month and Year

NHSN Home
Alerts
Reporting Plan
- Add
- Find

Resident
Event
Summary Data
Analysis
Surveys
Users
Facility
Group
Log Out

Anything with red asterisk is required

Add Monthly Reporting Plan

Mandatory fields marked with *

Facility ID*: LTC_SKILLNURSE_JE (ID 11101)

Month*:

Year*:

Choose the “”Month” and “Year” for which your facility will be doing surveillance

No Long Term Care Facility Component Modules Fo

HAI Module

	Locations	UTI
	Facility-wide Inpatient (FacWIDEIn)	☐

LabID Event Module

	Locations	Specific Organism Type	Lab ID Event All Specimens
	Facility-wide Inpatient (FacWIDEIn)		☐

Add Row | Clear All Rows | Copy from Previous Month

Prevention Process Measure Module

	Locations	Hand Hygiene	Gown and Gloves Use
	Facility-wide Inpatient (FacWIDEIn)	☐	☐

Copy from Previous Month

Step 3a: Complete Reporting Plan

NHSN Home
Alerts
Reporting Plan
Add
Find
Resident
Event
Summary Data
Analysis
Surveys
Users
Facility
Group
Log Out

Logged into LTC_SKILLNURSE_JE (ID 11101) as YLH9.
Facility LTC_SKILLNURSE_JE (ID 11101) is following the LTCF component.

Add Monthly Reporting Plan

Mandatory fields marked with *

Facility ID*: LTC_SKILLNURSE_JE (ID 11101)

Is your facility doing UTI surveillance? If so, check this box

HAI Module

	Locations	UTI
🗑	Facility-wide Inpatient (FacWIDEIn)	☑

Must conduct UTI surveillance in all locations in the LTCF

odule

Locations	Specific Organism Type	Lab ID Event All Specimens
e Inpatient (FacWIDEIn)		☐

Clear All Rows | Copy from Previous Month

Prevention Process Measure Module

	Locations	Hand Hygiene	Gown and Gloves Use
🗑	Facility-wide Inpatient (FacWIDEIn)	☐	☐

Copy from Previous Month

Step 3b: Complete Reporting Plan

NHSN Home
Alerts
Reporting Plan
- Add
- Find

Resident
Event
Summary Data
Analysis
Surveys
Users
Facility
Group
Log Out

Add Monthly Reporting Plan

Is your facility doing LabID Event surveillance? If so, select the "Specific Organism Type" and this box will check automatically

Mandatory fields marked with *

Facility ID*: LTC_SKILLNURSE_JE (ID 11101)
Month*:
Year*:

LabID Event Module

	Locations	Specific Organism Type	Lab ID Event All Specimens
	Facility-wide Inpatient (FacWIDEIn)	MRSA - MRSA	☑
	Facility-wide Inpatient (FacWIDEIn)	ACINE - MDR-Acinetobacter	☑
	Facility-wide Inpatient (FacWIDEIn)	VRE - VRE	☑
	Facility-wide Inpatient (FacWIDEIn)	CEPHRKLEB - CephR-Klebsiella	☑
	Facility-wide Inpatient (FacWIDEIn)	CRE - CRE (CRE-Ecoli, CRE-Enterobacter, CRE-Klebsiella)	☑
	Facility-wide Inpatient (FacWIDEIn)	CDIF - C. difficile	☑

Add Row | Clear All Rows | Copy from Previous Month

Prevention Process Measure Module

	Locations	Hand Hygiene	Gown and Gloves Use

If your facility is performing surveillance on more than one organism click the "Add Row"

Step 3c: Complete Reporting Plan

NHSN Home
Alerts
Reporting Plan
- Add
- Find

Resident
Event
Summary Data
Analysis
Surveys
Users
Facility
Group
Log Out

Add Monthly Reporting Plan

Is your facility is performing surveillance on "Hand Hygiene" and/or "Gown and Glove Use"? If so, check these boxes

Prevention Process Measure Module

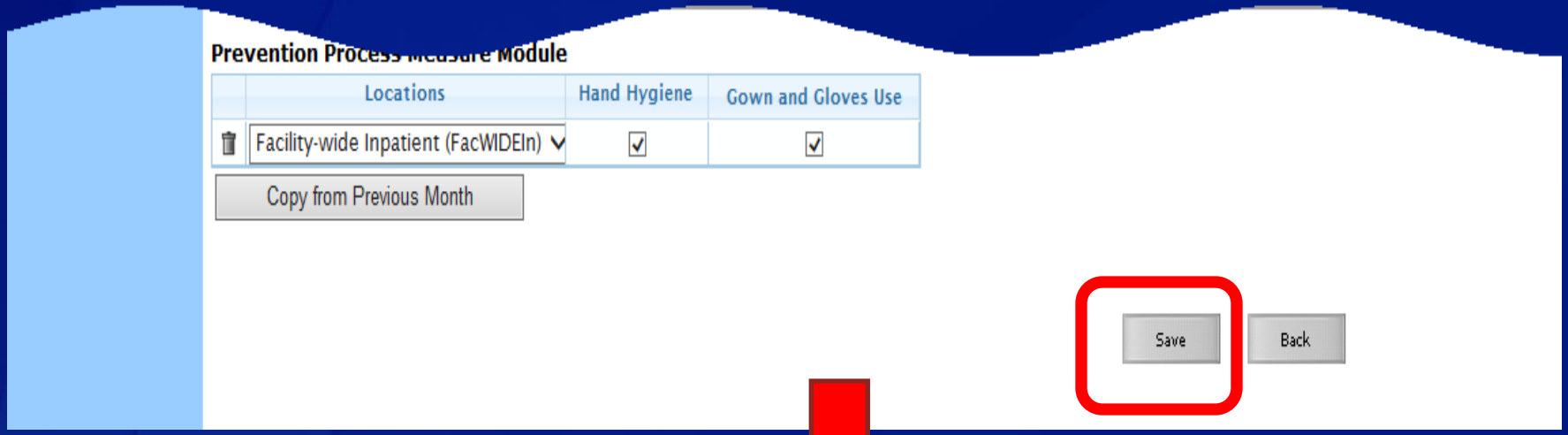
	Locations	Hand Hygiene	Gown and Gloves Use
🗑	Facility-wide Inpatient (FacWIDEIn)	☑	☑

Copy from Previous Month

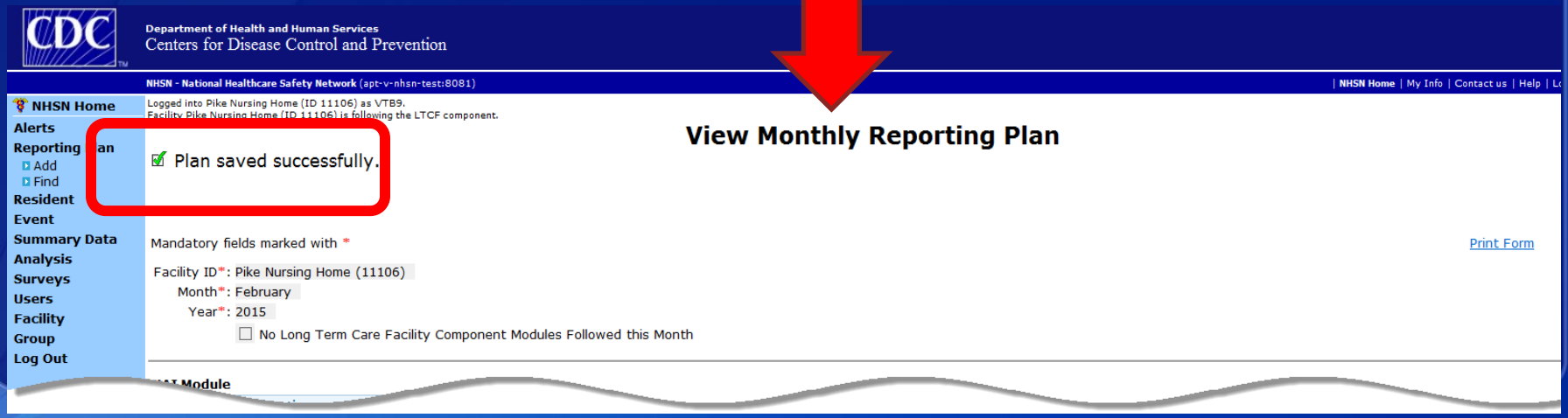
Save Back

Step 3d: Complete Reporting Plan

- Don't forget to SAVE your Plan:

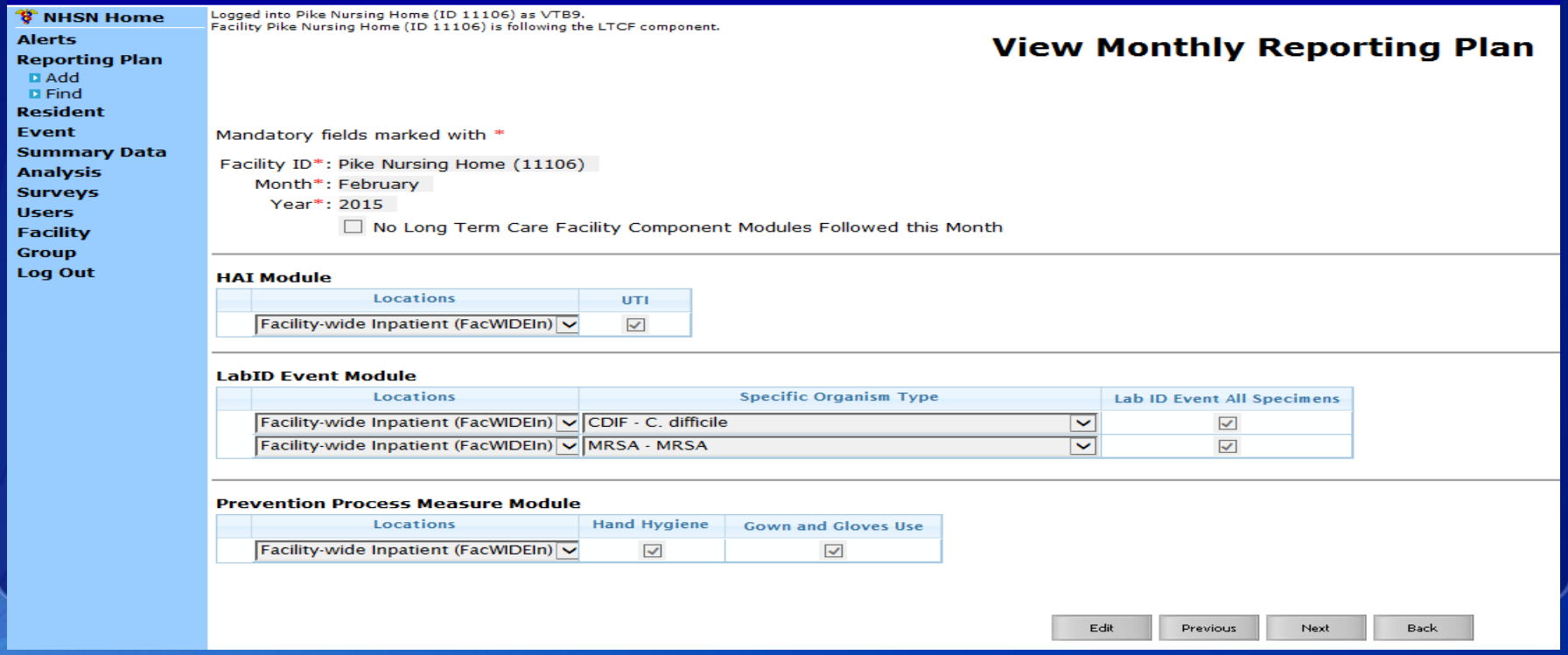


View Monthly Reporting Plan



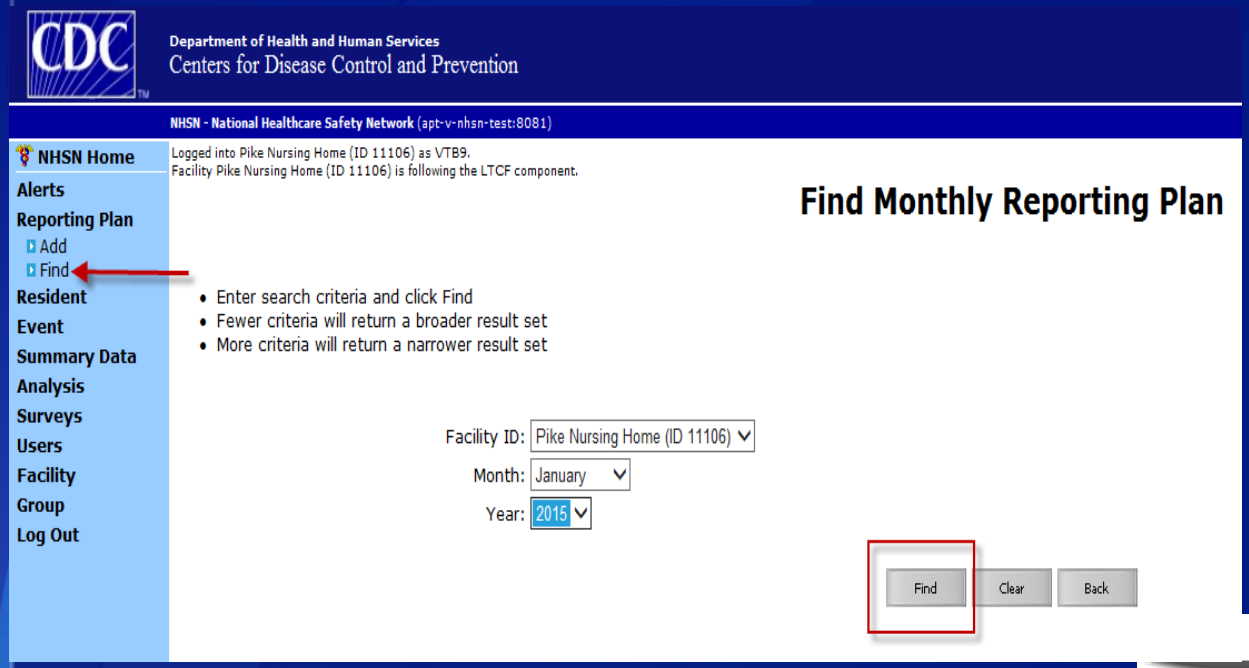
Example of a Complete Monthly Reporting Plan

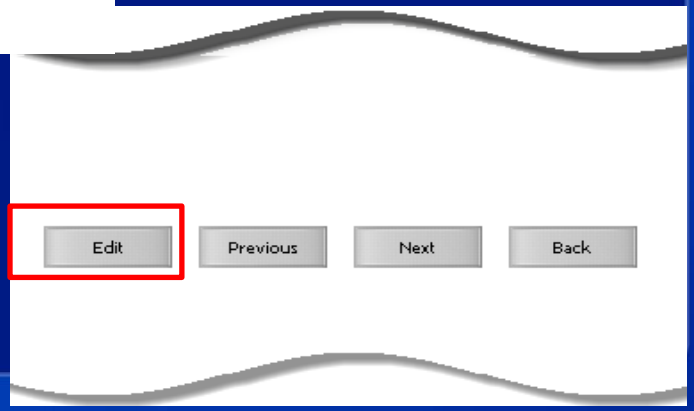
- For February 2015, this facility is agreeing to perform surveillance for the following:
  - Urinary tract infections (UTI) in all units within the facility
  - LabID Events for *C. difficile* and MRSA for all specimen sources and for all units within the facility
  - Prevention Process Measures for Hand Hygiene and Gown and Glove Use for all units within the facility



Monthly Reporting Plan

- To MODIFY a Plan:





Monthly Reporting Plan

- To COPY the previous month's Plan:

Department of Health and Human Services
Centers for Disease Control and Prevention

NHSN - National Healthcare Safety Network (apt-v-nhsn-test:8081)

NHSN Home
Alerts
Reporting Plan
Add
Find
Resident
Event
Summary Data
Analysis
Surveys
Users
Facility
Group
Log Out

Logged into Pike Nursing Home (ID 11106) as VTB9.
Facility Pike Nursing Home (ID 11106) is following the LTCF component.

Edit Monthly Reporting Plan

Mandatory fields marked with *

Facility ID*: Pike Nursing Home (11106)
Month*: January
Year*: 2015
☐ No Long Term Care Facility Component Modules Followed this Month

HAI Module

	Locations	UTI
🗑	Facility-wide Inpatient (FacWIDEIn)	☑

LabID Event Module

	Locations	Specific Organism Type	Lab ID Event All Specimens
🗑	Facility-wide Inpatient (FacWIDEIn)	CDIF - C. difficile	☑
🗑	Facility-wide Inpatient (FacWIDEIn)	MRSA - MRSA	☑
🗑	Facility-wide Inpatient (FacWIDEIn)	CRE - CRE (CRE-Ecoli, CRE-Enterobacter, CRE-Klebsiella)	☑
🗑	Facility-wide Inpatient (FacWIDEIn)	ACINE - MDR-Acinetobacter	☑
🗑	Facility-wide Inpatient (FacWIDEIn)	CEPHRKLEB - CephR-Klebsiella	☑
🗑	Facility-wide Inpatient (FacWIDEIn)	VRE - VRE	☑

Add Row | Clear All Rows | Copy from Previous Month

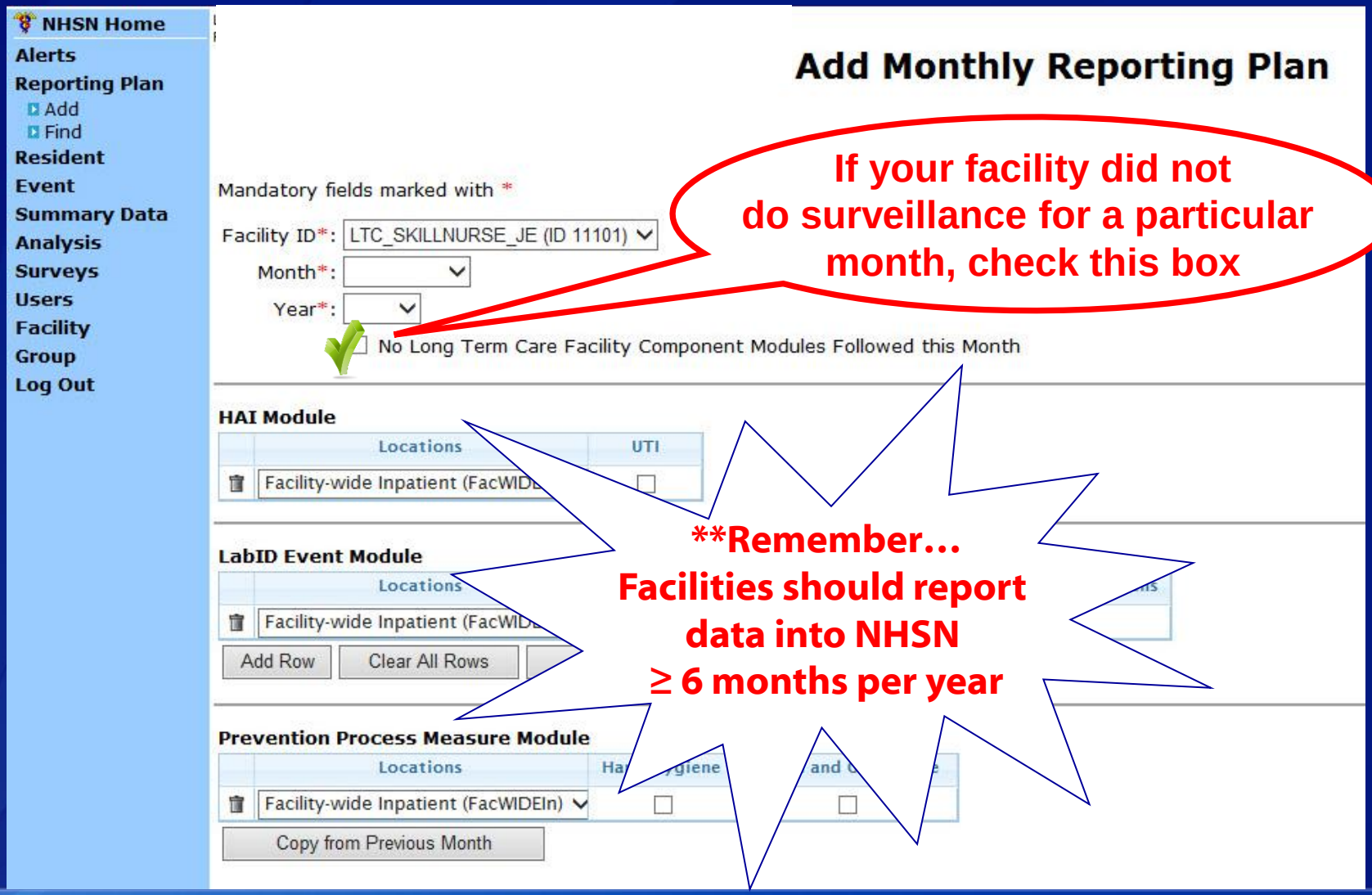
Prevention Process Measure Module

	Locations	Hand Hygiene	Gown and Gloves Use
🗑	Facility-wide Inpatient (FacWIDEIn)	☑	☑

Copy from Previous Month

Once you set-up a Monthly Reporting Plan, you may copy the same selections for future Reporting Plans

Monthly Reporting Plan Options



NHSN USERS

3. ADD USERS & ASSIGN RIGHTS

1. Map Long-term Care Facility Locations
2. Create Monthly Reporting Plans
3. Add Users & Assign Rights

Users

- **The NHSN Facility Administrator can add additional users to access NHSN**
  - Adding users is optional
  - It is recommended that you add at least one additional user
- **The NHSN Facility Administrator assigns rights to each user**
  - Enables users to add, edit or delete NHSN data for your LTCF

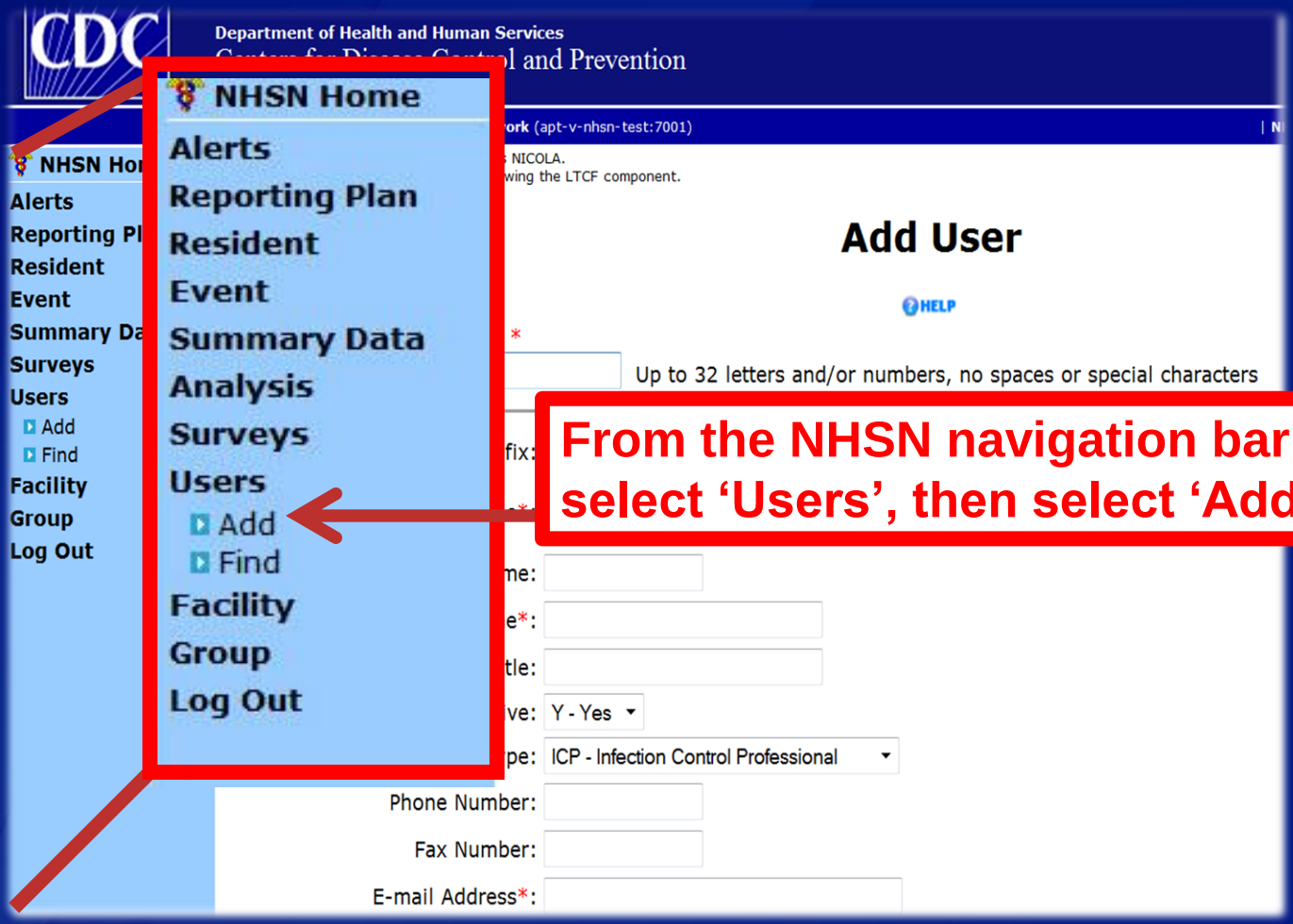
Users

- Once a new user is added, an email is automatically sent to their email address with instructions
- Each user must register for access to SAMS and submit identity proofing documentation
- Each user must complete required training before using NHSN

How Does My Facility Add a User & Assign Rights?

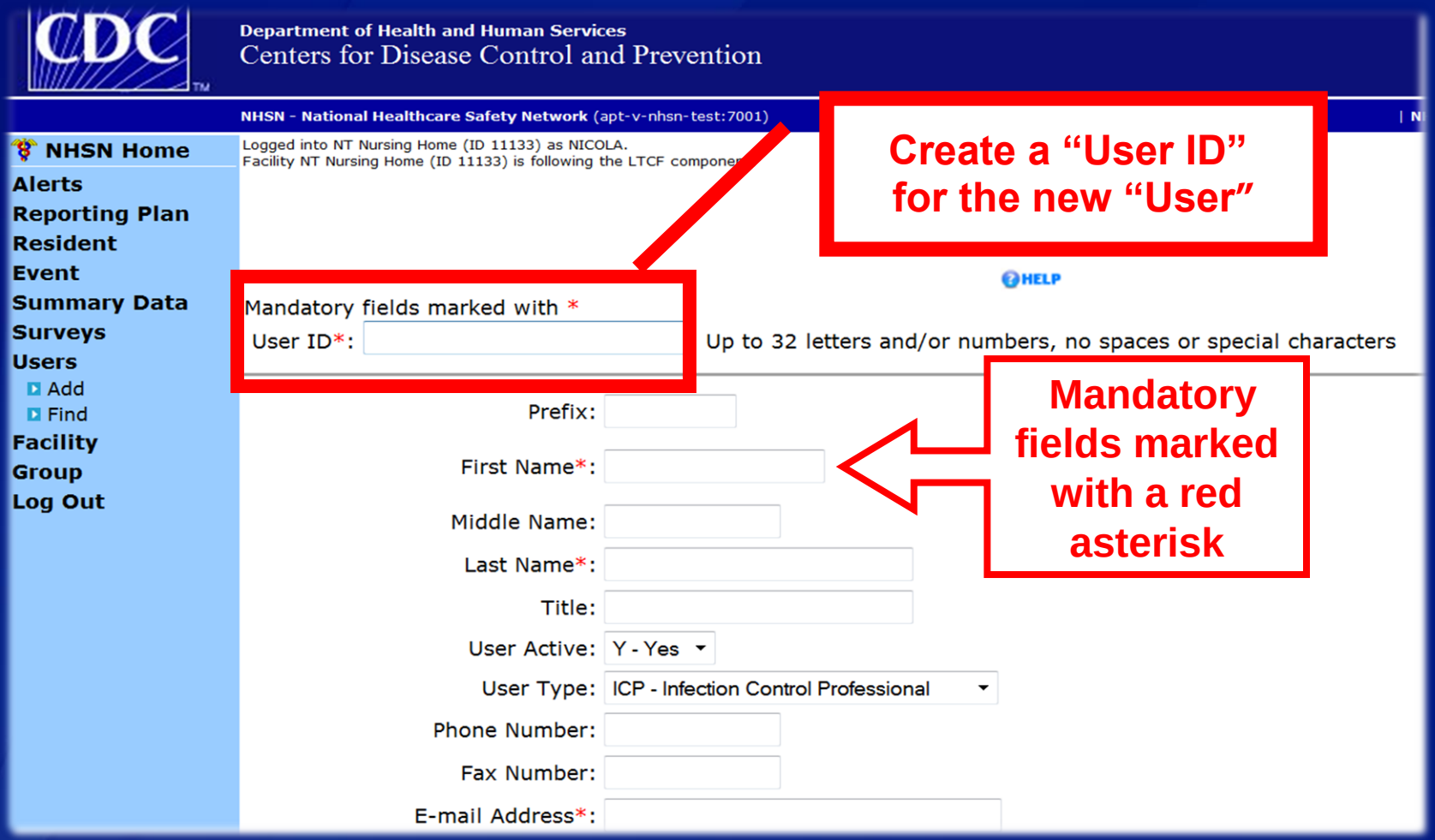
- **Step 1: From the NHSN navigation bar: select 'Users', then select 'Add'**
- **Step 2: Enter user information**
  - Create a username
  - The email address entered must be the same one used to request their SAMS invitation
  - Complete all required fields, marked with an *
  - Click "Save" button to create the user
- **Step 3: Assign rights by checking boxes under Long Term Care**
  - Click "Save" button to save the rights assigned

Step 1: Select "Users" in Navigation Bar

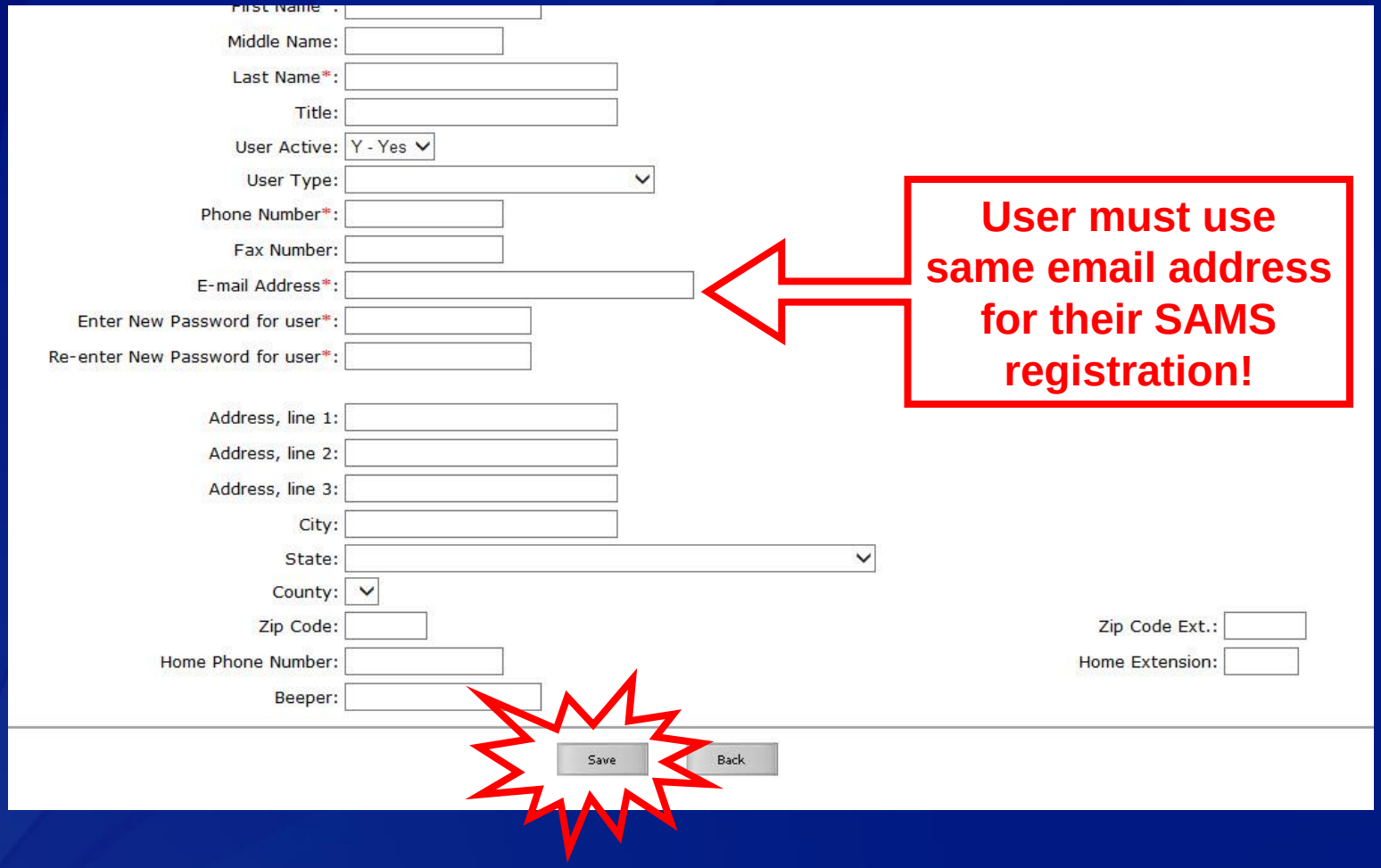


From the NHSN navigation bar: select 'Users', then select 'Add'

Step 2: Enter User's Information



Step 2: Enter User's Information



User must use same email address for their SAMS registration!

Remember to click the "save" button when you are finished entering all the users information

Step 3: Assign and Save User Rights

NHSN Home
Alerts
Reporting Plan
Resident
Event
Summary Data
Surveys
Users
- Add
- Find

Facility
Group
Log Out

Logged into NT Nursing Home (ID 11133) as NICOLA.
Facility NT Nursing Home (ID 11133) is following the LTCF component.

Edit User Rights

User QWERTY (ID 2692) saved successfully. Please add rights for the new user.

HELP

User ID: **QWERTY (ID 2692)**

Facility List: NT Nursing Home (11133)

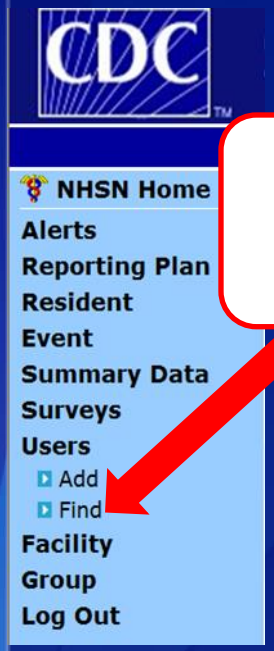
Rights	Patient Safety	Healthcare Personnel Safety	Biovigilance	Long Term Care
Administrator	☐	☐	☐	☑
All Rights	☐	☐	☐	☑
Analyze Data	☐	☐	☐	☐
Add, Edit, Delete	☐	☐	☐	☐
View Data	☐	☐	☐	☐
Customize Rights	☐	☐	☐	☐

Advanced

Effective Rights | Save | Back

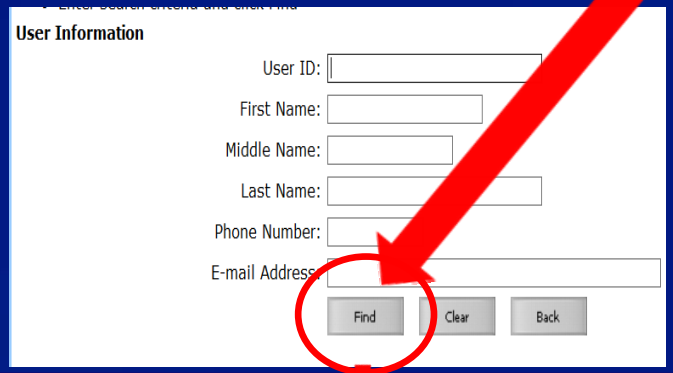
Deactivate Users

- If necessary, the NHSN administrator for your facility can deactivate users (e.g., when staff member leaves)

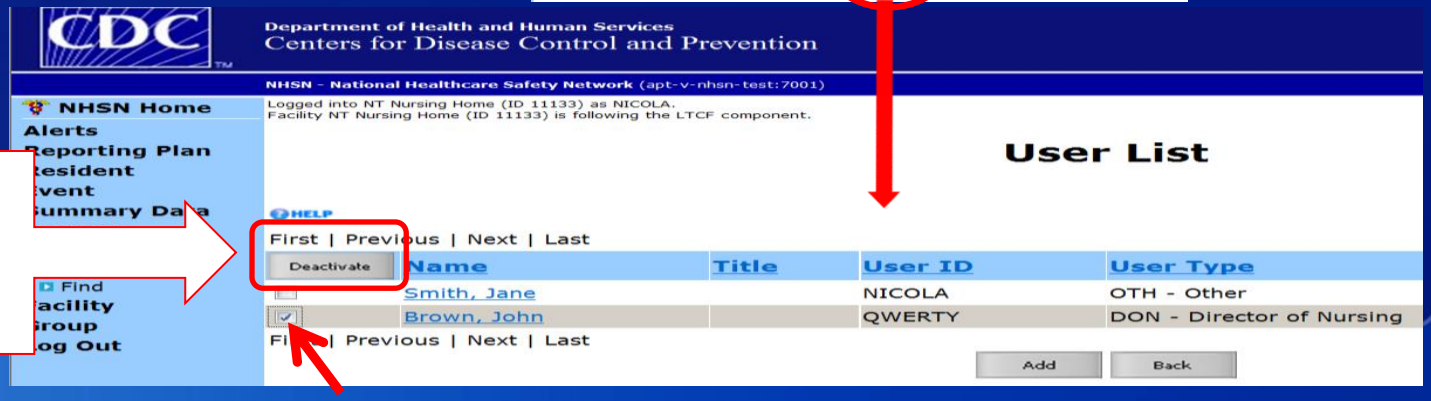


Step 1: From the NHSN navigation bar: select 'Users', then select 'Find'

Step 2: On User Information Page: select "Find"



Step 3: Select user and click "Deactivate"



Set-up is Complete: Begin Reporting

- All set-up steps are complete

1. Map Long-term Care Facility Locations
2. Create Monthly Reporting Plans
3. Add Users & Assign Rights

- Next step: begin reporting data!

NHSN GROUPS

Other Set-up Options: Joining a NHSN Group

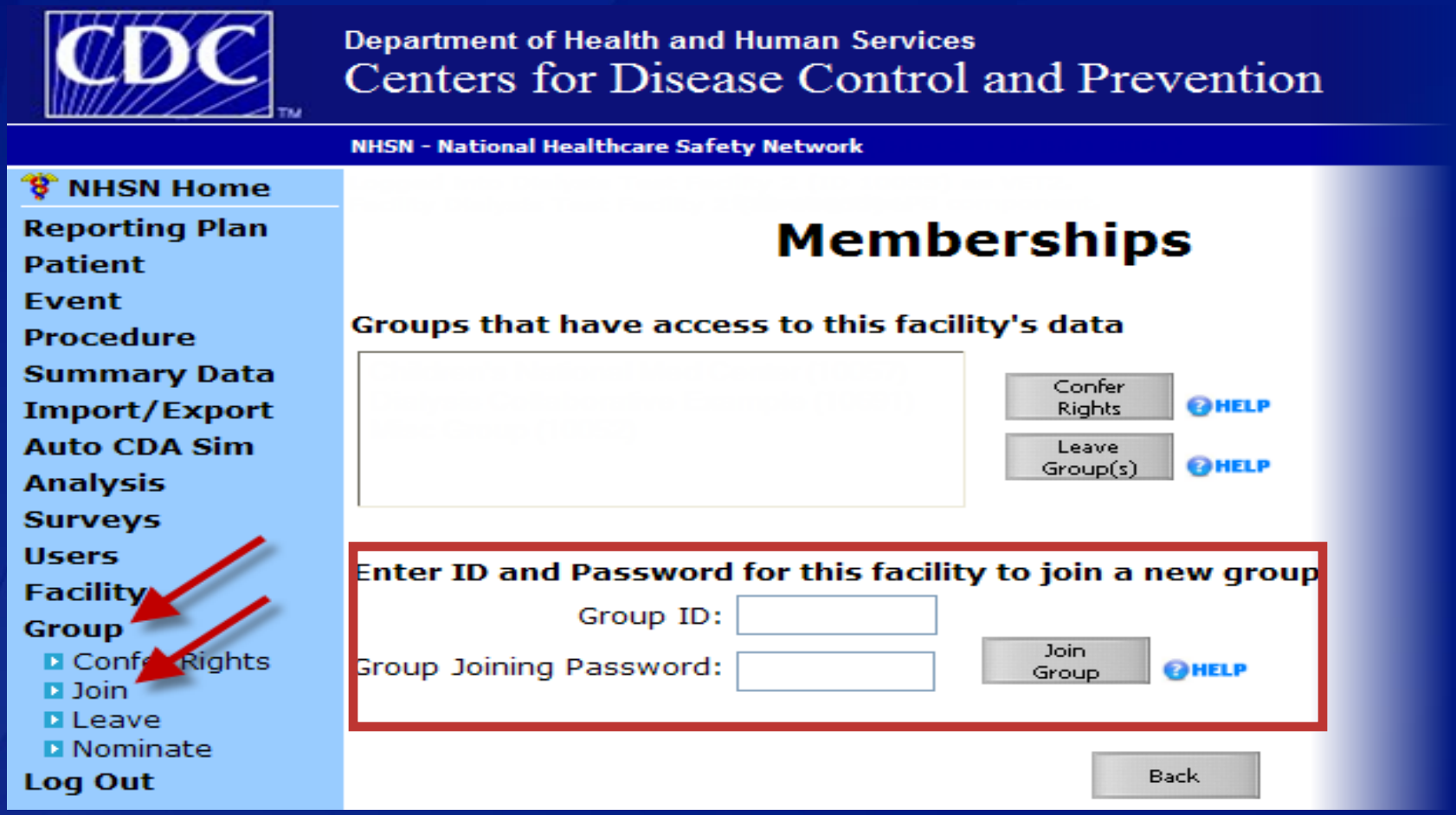
- **Any entity can maintain a group in NHSN**
  - Corporate chain, Quality Improvement Organization, etc.
- **NHSN facilities join using a Group ID number and Joining Password provided by the group**
- **After joining, the facility will see the "Confer Rights Screen" that shows which data the group wants the facility to share**
  - The facility must press the "Accept" button on the Confer Rights screen to share data
- ***Note: Each facility that joins a group does not have access to data from other facilities in the group***

Why Would My Facility Join a Group?

- Becoming part of a group can…
  - Allow you to receive NHSN assistance from people at your Quality Innovation Network (QIN), formerly known as QIO, or health department who can help you troubleshoot NHSN data entry questions or errors
  - Allow a facility to share data with corporate management and/or infection prevention colleagues
  - Allow a facility to share data within an infection prevention or quality collaborative
  - Allow a facility to receive consultation from experienced users in other states

Joining a Group

After receiving the invitation from the Group Administrator, enter the Group ID and joining password.



Joining a Group

Once the facility user has reviewed the rights template, he or she must navigate to the bottom of the template and click "ACCEPT"

Event
Summary Data
Surveys
Users
Facility
Group
- Confer Rights
- Join
- Leave
- Nominate

Log Out

! Please review the data rights that "Region 3 NH QIO" is requesting from your facility:
- Verify locations
- Press "accept" button to confer rights or review current rights before accepting new rights

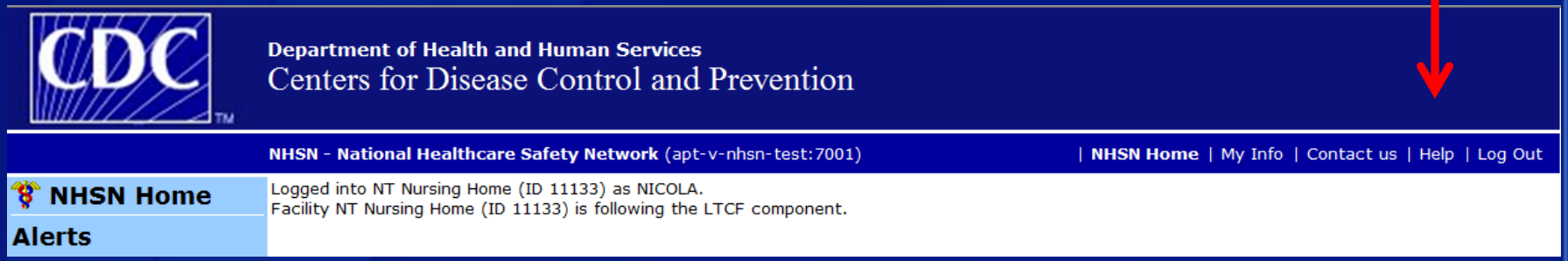
Long Term Care

General

	View Options
Resident	With All Identifiers
	Without Any Identifiers
	X With Specified Identifiers X Gender X DOB Ethnicity Race
Monthly Reporting Plan	
Long Term Care Annual Facility Survey	
Data Analysis	
Facility Information	

NHSN Support

- **NHSN Online Help Manual**
  - Help link on the top right corner



- **Email the NHSN Helpdesk at nhsn@cdc.gov**

Important !!

- Email is our only way to communicate with you!
- Please email nhsn@cdc.gov with any changes in your email address or if you have questions

Summary

- Add NHSN websites to “Favorites”
- NHSN Navigation
- Map Long-term Care Facility Locations
- Create Monthly Reporting Plans
- Add Users and assign user rights
- Joining groups

Questions? Problems?

Contact the NHSN Helpdesk at 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.