

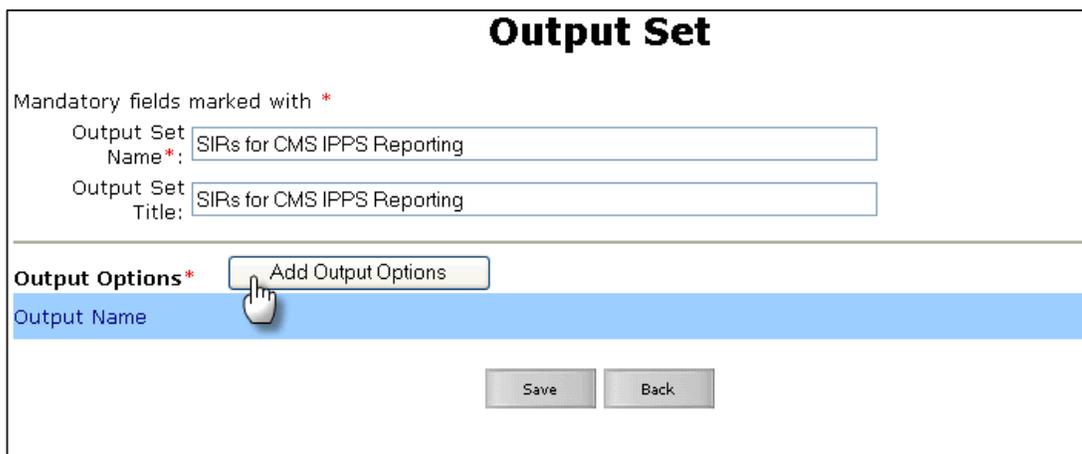
# How to Run Multiple Reports at Once

## Description

- You can run multiple output options at one time by creating a new output set. This option is found under Advanced > My Custom Output > Output Sets > Create New Output Set.



- Create a name and title for the output set and click "Add Output Options".

A screenshot of a web form titled 'Output Set'. At the top, it says 'Mandatory fields marked with \*'. There are two input fields: 'Output Set Name\*' and 'Output Set Title', both containing the text 'SIRs for CMS IPPS Reporting'. Below these fields is a section titled 'Output Options\*' with a button 'Add Output Options' and a hand cursor pointing to it. Below the button is a table with one row and one column, with the header 'Output Name'. At the bottom of the form are two buttons: 'Save' and 'Back'.

- The following screen will show a list of all CDC-defined and custom output options (shown below). You can sort this list by output name, the analysis dataset it was created from, or the date it was created by clicking on the appropriate column heading.

- For example, suppose your facility participates in the CMS IPPS program and reports all applicable CLABSI, CAUTI, and SSI data to NHSN for this program. Every month, you need to run the following output reports:

- SIR – Complex 30-Day SSI Data for CMS IPPS
- SIR – CLAB Data for CMS IPPS
- SIR – CAUTI Data for CMS IPPS

- Select these output reports by checking the box to the left of the output description, and click “Submit” at the bottom of the screen.

### Available Output Options

Select	Output Name	Analysis Data Set	Date Created
<input type="checkbox"/>	User-Defined Rate Table - SCA	UserRatesSCA	03/13/2011
<input type="checkbox"/>	User-Defined Rate Table - NICU	UserRatesNICU	03/13/2011
<input type="checkbox"/>	User-Defined Rate Table - ICU-Other	UserRatesICU	03/13/2011
<input type="checkbox"/>	User-Defined Rate Table - All Events	Events	03/13/2011
<input type="checkbox"/>	SIR - In-plan Complex AR SSI data by Surgeon	SIR_ComplexSSISurg	03/13/2011
<input type="checkbox"/>	SIR - In-plan Complex AR SSI data by Procedure	SIR_ComplexSSIProc	03/13/2011
<input type="checkbox"/>	SIR - In-Plan CLAB Data	CLAB_RatesICU	03/13/2011
<input type="checkbox"/>	SIR - In-Plan CAU Data	CAU_RatesICU_SCA	03/13/2011
<input type="checkbox"/>	SIR - In-plan All SSI data by Surgeon	SIR_AllSSISurg	03/13/2011
<input type="checkbox"/>	SIR - In-plan All SSI Data by Procedure	SIR_AllSSIProc	03/13/2011
<input type="checkbox"/>	SIR - Complex AR SSI Data by Surgeon	SIR_ComplexSSISurg	03/13/2011
<input type="checkbox"/>	SIR - Complex AR SSI Data by Procedure	SIR_ComplexSSIProc	03/13/2011
<input checked="" type="checkbox"/>	SIR - Complex 30-Day SSI Data for CMS IPPS	SIR_Complex30dSSIProc	03/13/2011
<input checked="" type="checkbox"/>	SIR - CLAB Data for CMS IPPS	CLAB_RatesICU	03/13/2011
<input checked="" type="checkbox"/>	SIR - CAUTI Data for CMS IPPS	CAU_RatesICU_SCA	03/13/2011
<input type="checkbox"/>	SIR - All SSI Data by Surgeon	SIR_AllSSISurg	03/13/2011
<input type="checkbox"/>	SIR - All SSI Data by Procedure	SIR_AllSSIProc	03/13/2011
<input type="checkbox"/>	SIR - All CLAB Data	CLAB_RatesICU	03/13/2011
<input type="checkbox"/>	Bar Chart - % Hospitalized by Event Type	DE_Events	03/13/2011
<input type="checkbox"/>	Bar Chart - % Hospitalized by Access Type	DE_Events	03/13/2011
<input type="checkbox"/>	Bar Chart - % Deaths by Event Type	DE_Events	03/13/2011
<input type="checkbox"/>	Bar Chart - % Deaths by Access Type	DE_Events	03/13/2011

- After clicking submit, you can further modify the output options or change the order that the selected output appears by using the Up and Down buttons. When you have the desired output set in the right order, click “Save”.

### Output Set

Mandatory fields marked with \*

Output Set Name\*: SIRs for CMS IPPS Reporting

Output Set Title: SIRs for CMS IPPS Reporting

Output Options\*

Output Name	Up	Down	Modify	Delete
SIR - Complex 30-Day SSI Data for CMS IPPS	<input type="button"/>	<input type="button"/>	<input type="button"/>	<input type="button"/>
SIR - CLAB Data for CMS IPPS	<input type="button"/>	<input type="button"/>	<input type="button"/>	<input type="button"/>
SIR - CAUTI Data for CMS IPPS	<input type="button"/>	<input type="button"/>	<input type="button"/>	<input type="button"/>

- This output set will now be saved under My Custom Output > Output Sets in the Advanced folder of the Analysis menu.