Introduction to TxHSN: HAI Users Guide

Questions?

Call 512.776.7676

Email HAITexas@dshs.state.tx.us

Required Training Slides

Prior to using TxHSN for the first time, you are required to complete these training slides. This training is estimated to take 30 minutes, depending on your familiarity with the TxHSN reporting system.

If you are unable to complete the training slides, you will be required to start the training over the next time you login to TxHSN.

If you wish to review these slides at a later time, they will be available at www.HAITexas.org.

Objectives

Prior to using TxHSN for the first time, you are required to complete these training slides. In this training we will review:

1. HAI reporting overview
2. Overview of TxHSN Reports
3. How to navigate in TxHSN
4. How to open your facility record
5. How to run/view your facility reports
6. How to submit comments on your data reports

HAI Reporting Overview

TEXAS
Department of State Health Services

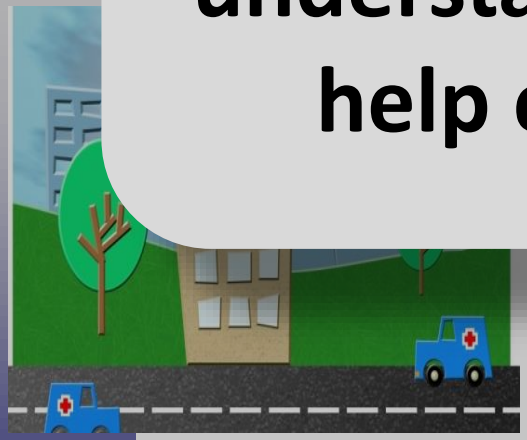
Welcome to TxHSN!

The purpose of Healthcare Safety reporting is to enhance healthcare transparency in Texas and empower patients to make informed decisions about their healthcare.

The **Texas Healthcare Safety Network** or TxHSN was developed to help coordinate & simplify the communication process between Texas and reporting healthcare facilities. It is a web-based system that stores HAI data exported from NHSN. Once in TxHSN, facility-specific reports are generated and can be run by TxHSN users. Health Care Safety reports are then published twice a year, in June and December and can be accessed from: http://txhsn.dshs.texas.gov/hai/.

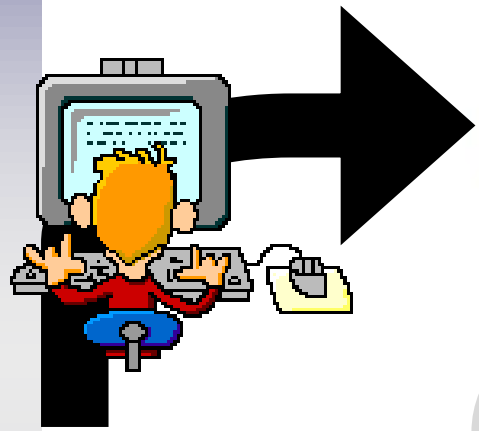
HAI Reporting Overview

Reporting HAI data to Texas can be a confusing process. To help aid in your understanding, here is a diagram to help explain how it all works.

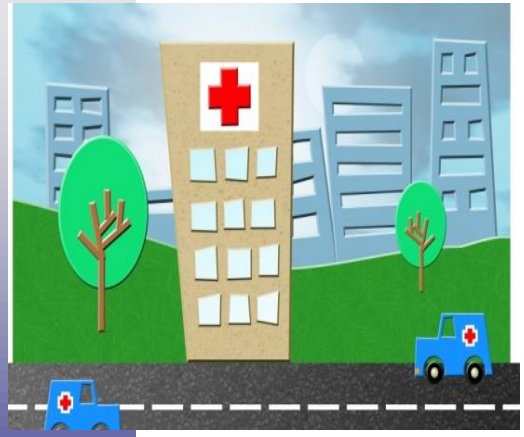


View reports & make comments

HAI Reporting Overview



NHSN
National Healthcare Safety Network



Each healthcare facility enters HAI data into NHSN (the National Healthcare Safety Network).

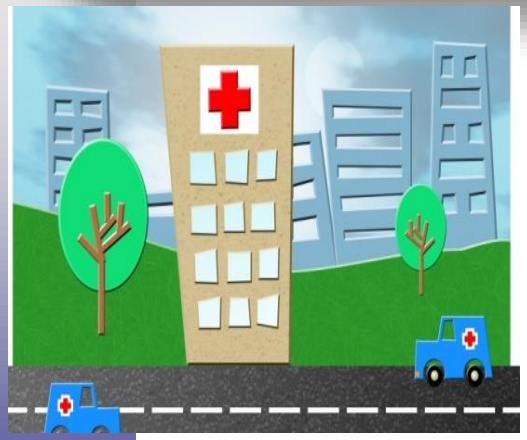
HAI Reporting Overview

DSHS exports HAI data from NHSN and stores it in TxHSN. This is where your facility-specific reports will be generated.

TEXAS HEALTHCARE SAFETY NETWORK

HAI Reporting Overview

TxHSN will email TxHSN users to notify them that their reports are ready to view in TxHSN. Users can then login to TxHSN and run reports to review their data. Users may also make comments which will be displayed on their facility's published data reports.



Alerts regarding data & reports

View reports & make comments

TEXAS HEALTHCARE SAFETY NETWORK

HAI Reporting Overview

Four times a year, in mid June, September, December and March, TxHSN users will receive an email instructing them to login to TxHSN and review their facility's Internal Data Review Report to make sure HAI data look correct and to correct any errors in NHSN if identified.

HAI Reporting Overview

Then, twice a year (for the half year time periods) in October and April, TxHSN users will receive another email with instructions to login to TxHSN and preview their Health Care Safety Reports. Users will be able to submit a comment for DSHS approval that will be posted on their reports.

HAI Reporting Overview

After comments are approved, the final Health Care Safety Reports for each half year are posted in June and December for the public to view at http://txhsn.dshs.texas.gov/HCSreports

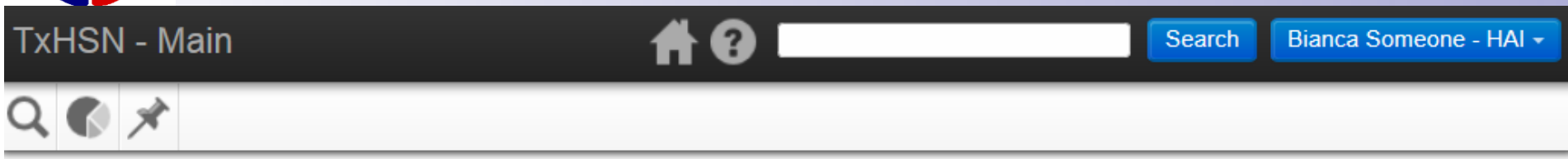
Texas' Reporting Time Line

Reporting Quarter	Q1: Jan 1 – Mar 31	H1: Jan 1 – June 30	Q3: July 1 – Sept 30	H2: July 1 – Dec 31
Facility data entry deadline (for NHSN)	**According to NHSN rules: ~within 30 days of end of reporting month**			
DSHS pulls data from NHSN. Then emails TxHSN users to run Internal Data Review Report in TxHSN to check data.	**1-Jun**	**1-Sep**	**1-Dec**	**1-Mar**
Facility data corrections due (in NHSN)	**30-Jun**	**30-Sep**	**31-Dec**	**31-Mar**
On the half-years, DSHS emails TxHSN users to preview Health Care Safety Reports and if desired, may submit comments for DSHS approval.	NA	**15-Oct**	NA	**15-Apr**
Facility comment submission deadline	NA	**30-Oct**	NA	**30-Apr**
DSHS comment review deadline	NA	**15-Nov**	NA	**15-May**
Health Care Safety Reports with approved comments are posted	NA	**1-Dec**	NA	**1-Jun**

How to navigate in TxHSN

TEXAS Department of State Health Services

TxHSN Navigation



Recent Records

Record ID	Name	Record Type
No Recent Records		

More ...

After you login to TxHSN and complete these training slides, you will be directed to the TxHSN Main Page.

Here we will discuss the important elements shown on this page.

Resources & Support

NHSN

- Log into NHSN with SAMS
- Log into NHSN with Digital Certificate
- NHSN website: www.cdc.gov/NHSN

HAI Resources

- Email: HAITexas@dshs.state.tx.us
- Website: www.HAITexas.org
- Phone: 512-776-7676
- Fax: 512-776-7616

PAE Resources

- Email: PAETexas@dshs.state.tx.us
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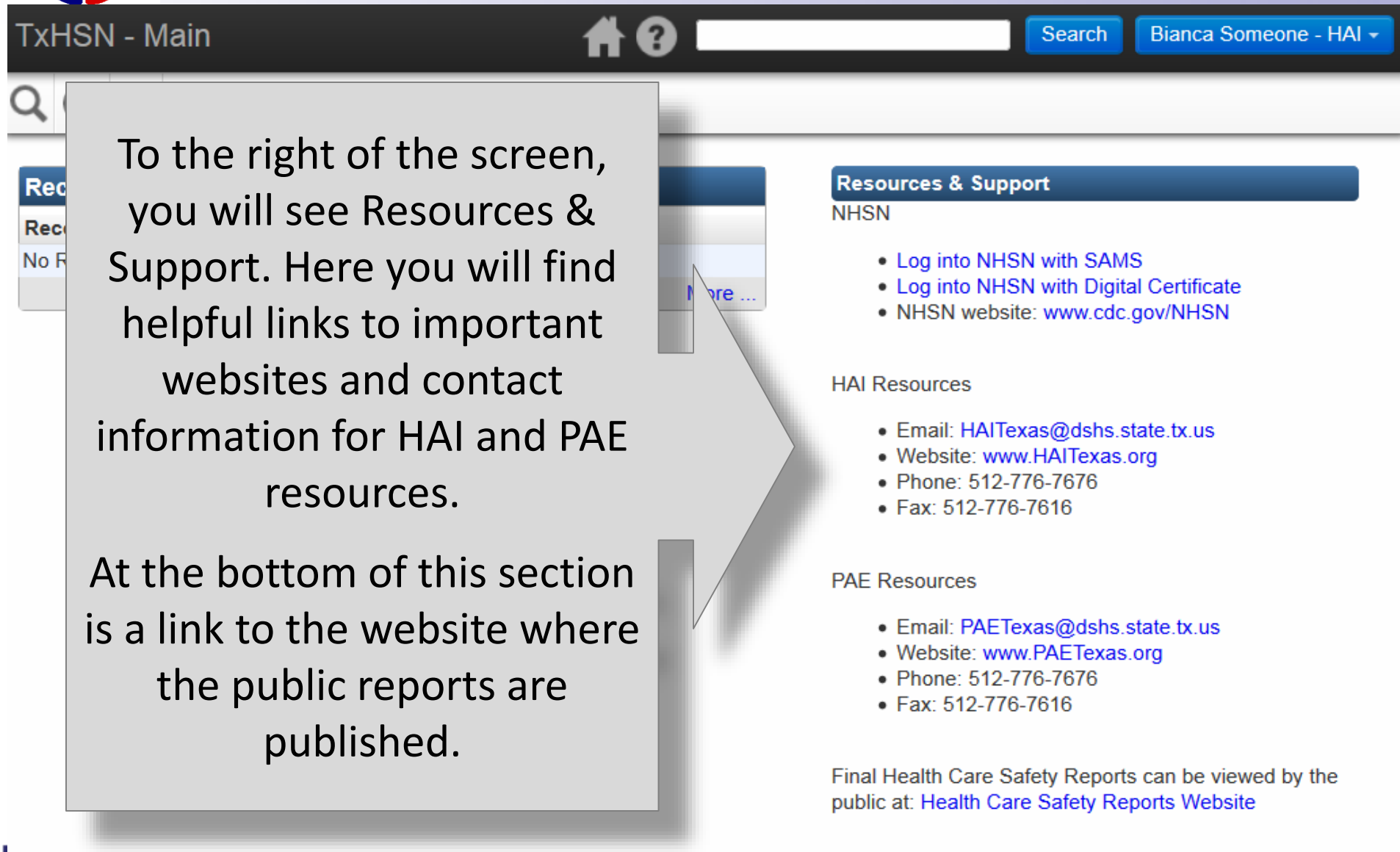
Final Health Care Safety Reports can be viewed by the public at: Health Care Safety Reports Website

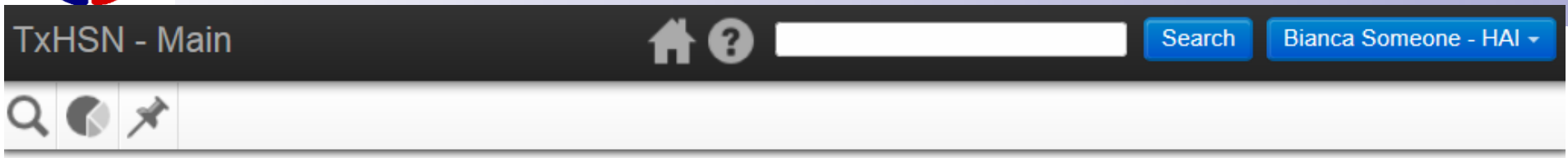
TxHSN Navigation



To the right of the screen, you will see Resources & Support. Here you will find helpful links to important websites and contact information for HAI and PAE resources.

At the bottom of this section is a link to the website where the public reports are published.

TxHSN Navigation



Recent Records

Record ID	Name	Record Type
No Recent Records		

More ...

This is where any recent records display. After you open your facility record the first time, a link to your facility record will show up here and you will be able to open your facility record by clicking on the link.

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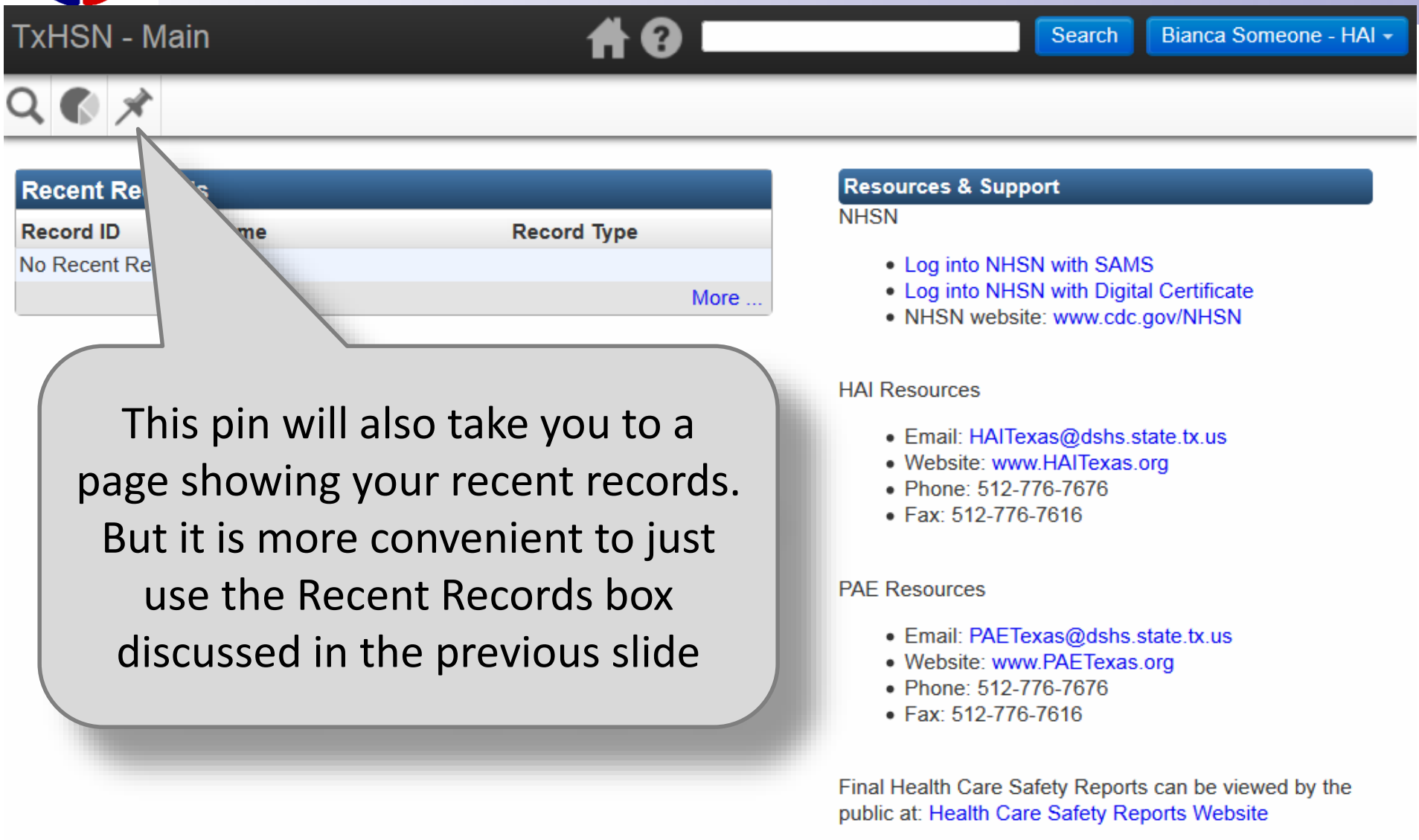
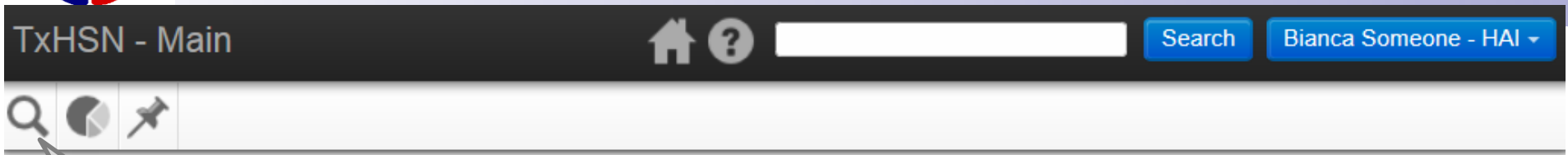


This pin will also take you to a page showing your recent records. But it is more convenient to just use the Recent Records box discussed in the previous slide

TxHSN Navigation



This magnifying glass is how you Search for records. The first time you login, you will need to search for your Facility record by clicking on this icon.

Rec ecords

Record	Name	Record Type
No Recen		

More ...

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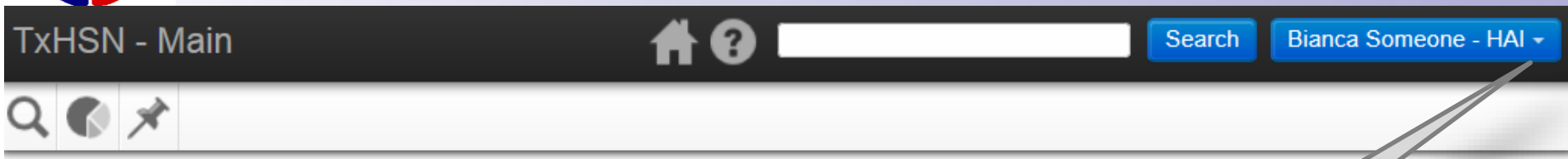

Recent Records

Record ID	Name	Record Type
No Recent Records		

More ...

To logout of the system, you can click this dropdown box and select "Logout"

Resources & Support

NHSN

- Log into NHS[illegible]SAMS
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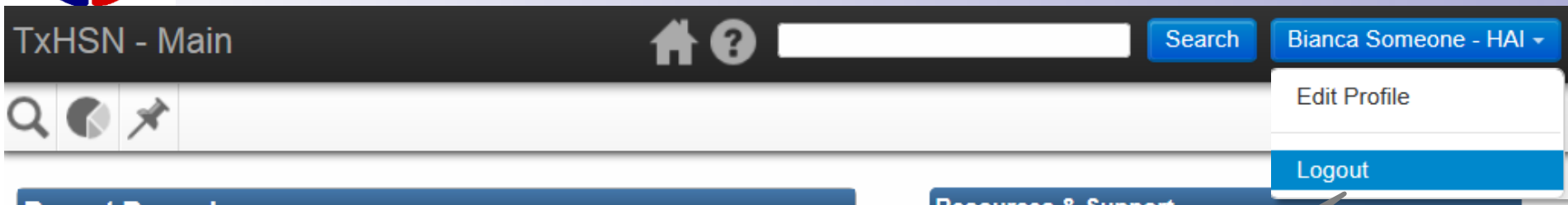

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How to open your facility record

TEXAS HEALTHCARE SAFETY NETWORK

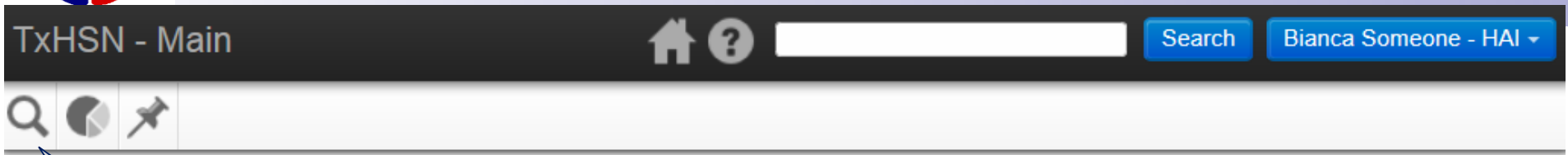
TEXAS
Department of State Health Services

Open Facility Record

You will need to open your Facility Record in order to access your facility's reports or make comments on your facility's Health Care Safety reports.

The following section will describe how to open your Facility Record in TxHSN.

Open Facility Record



Rece Records

Record	Name	Record Type
No Recent		

More ...

The first time you login to TxHSN, you will need to search for your facility record in order to open it. To do this, click on the magnifying glass here.

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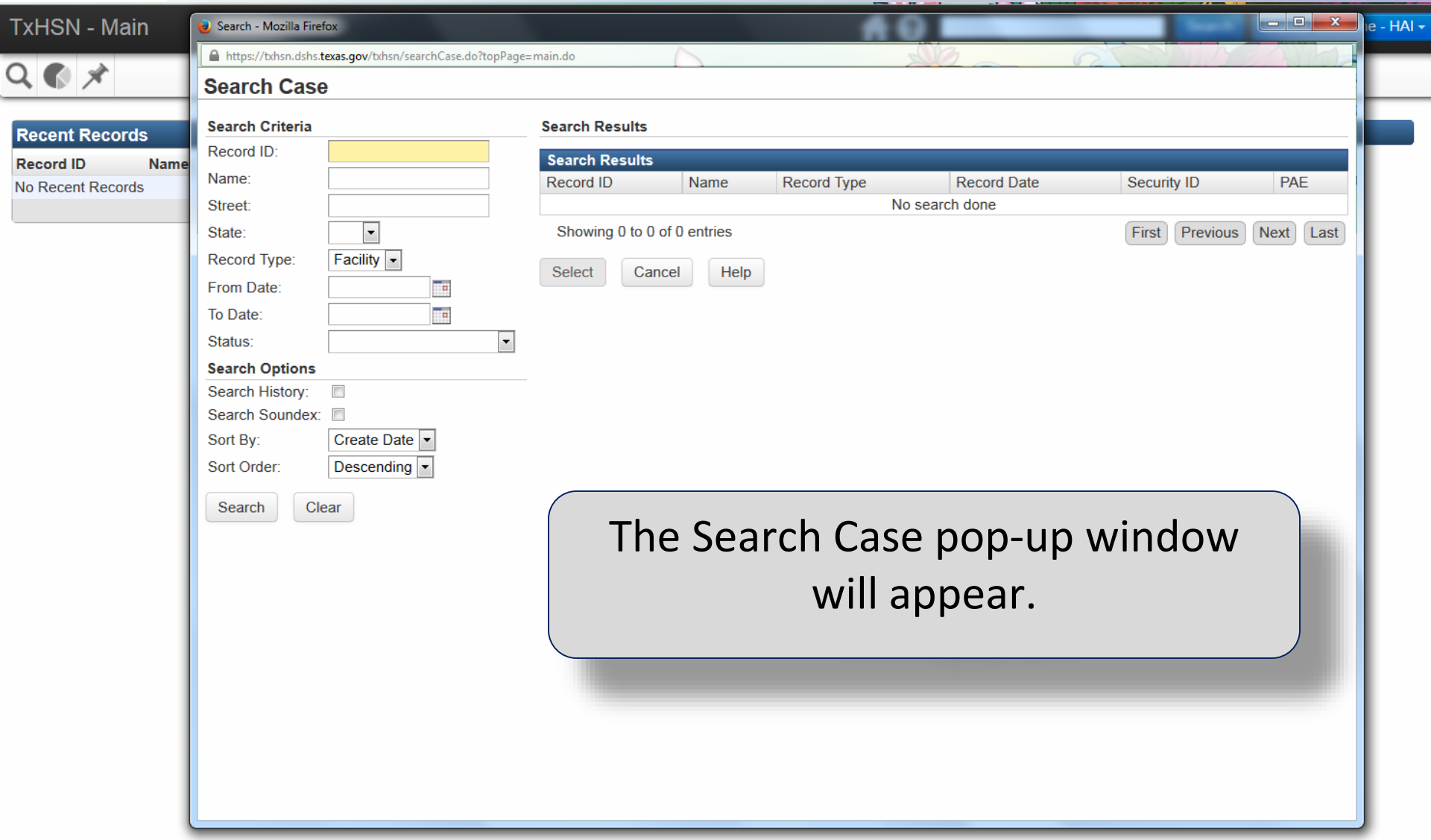
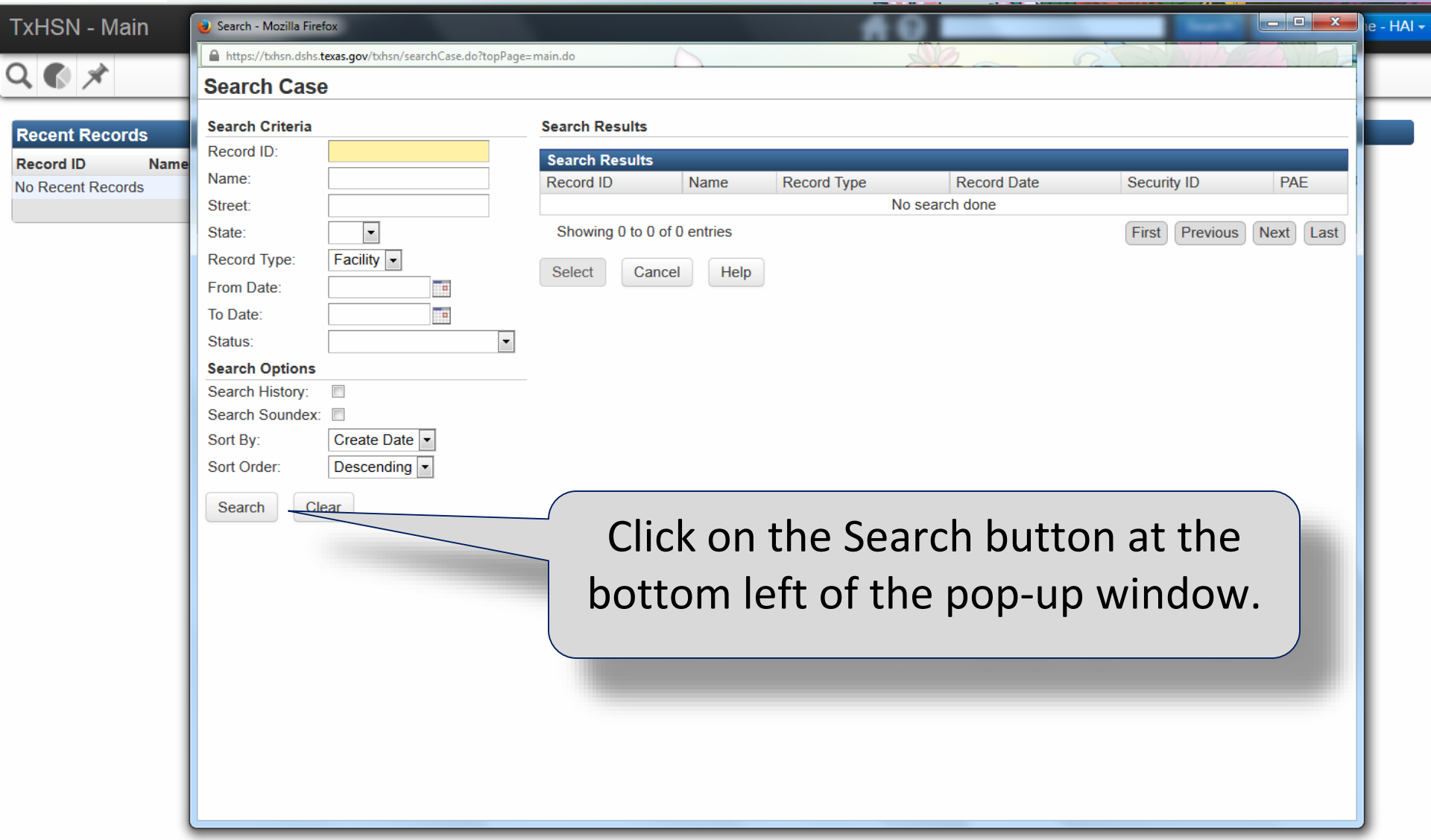
Search for Facility Record



The Search Case pop-up window will appear.

Search for Facility Record



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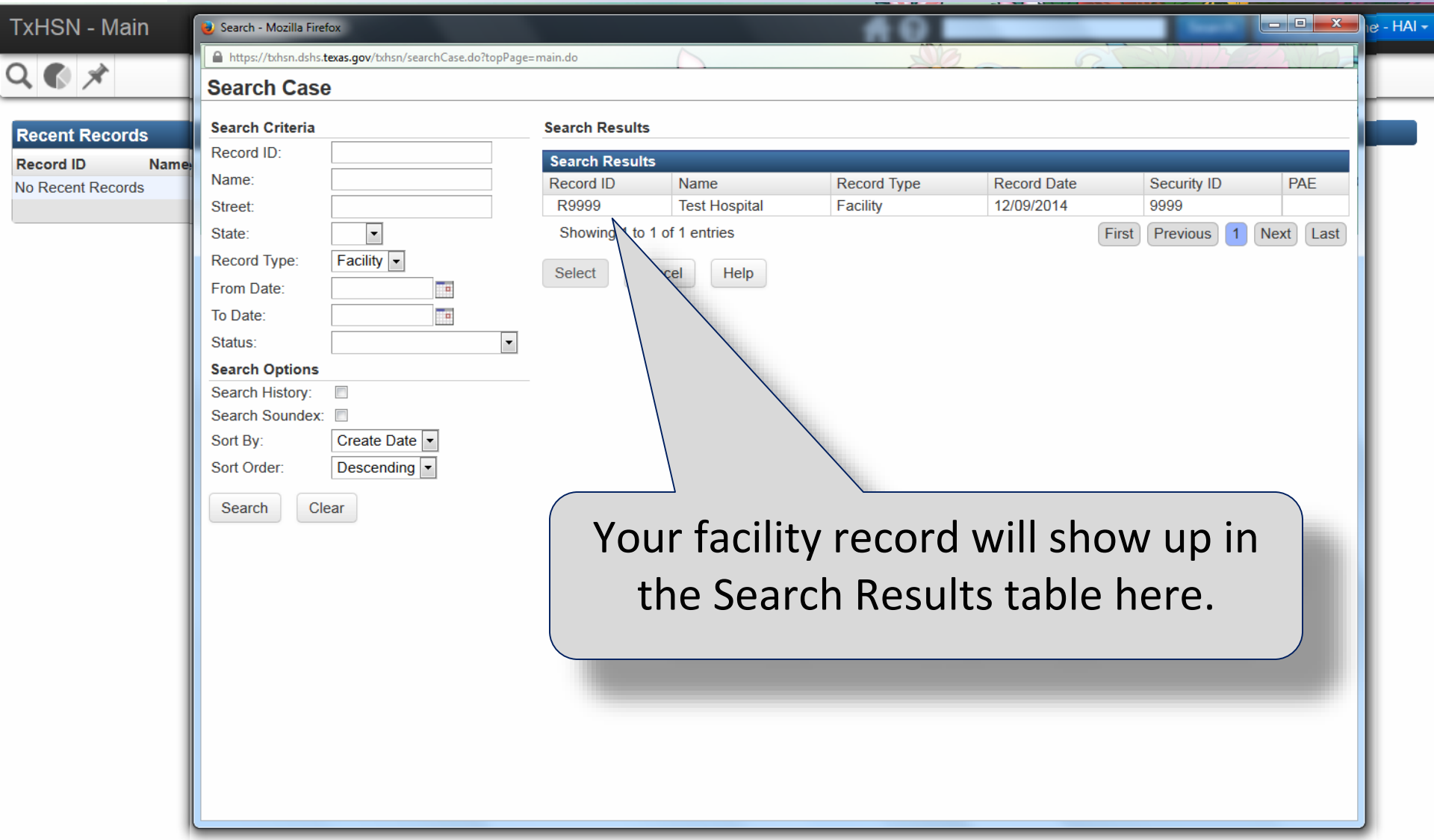

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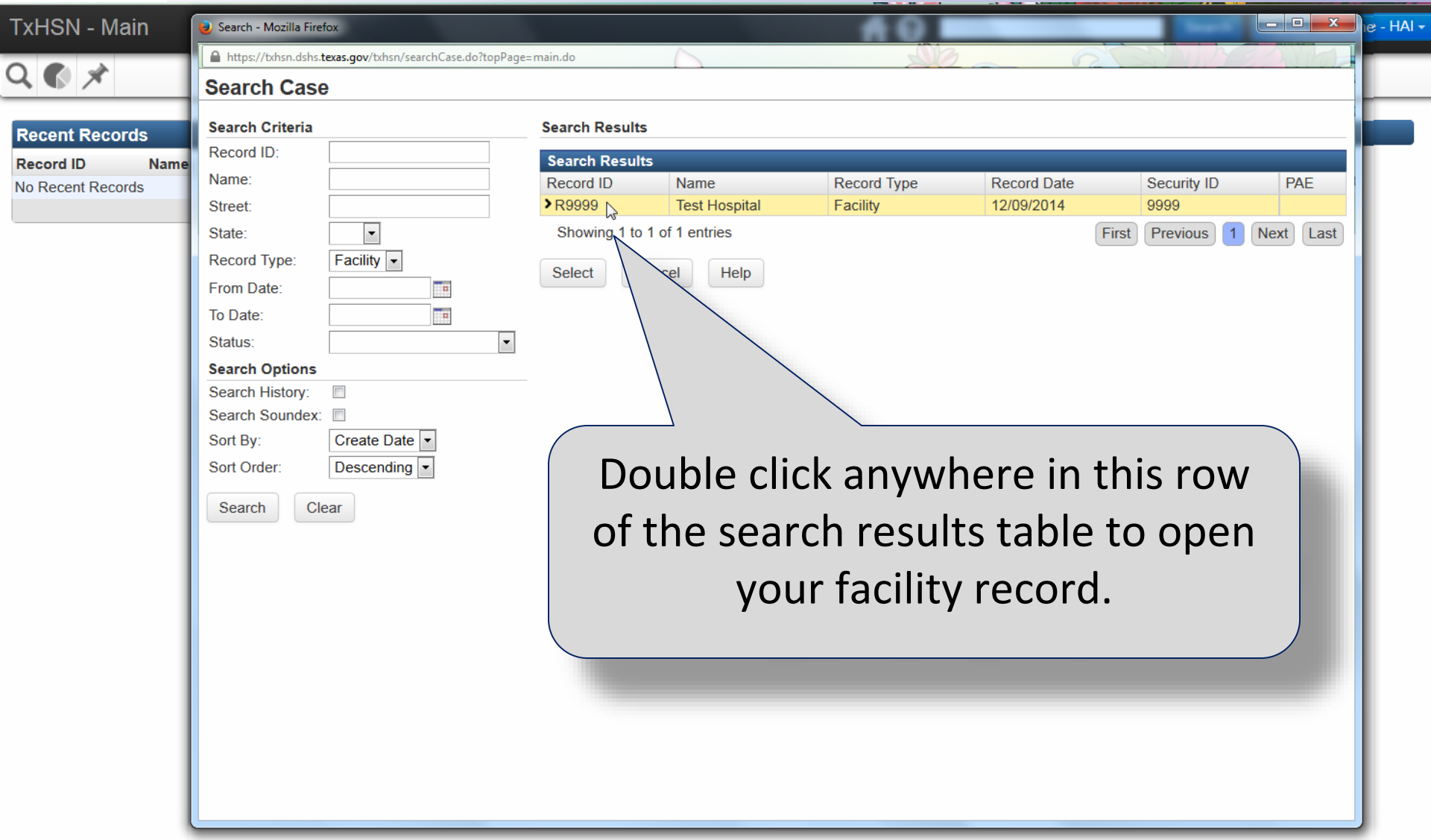
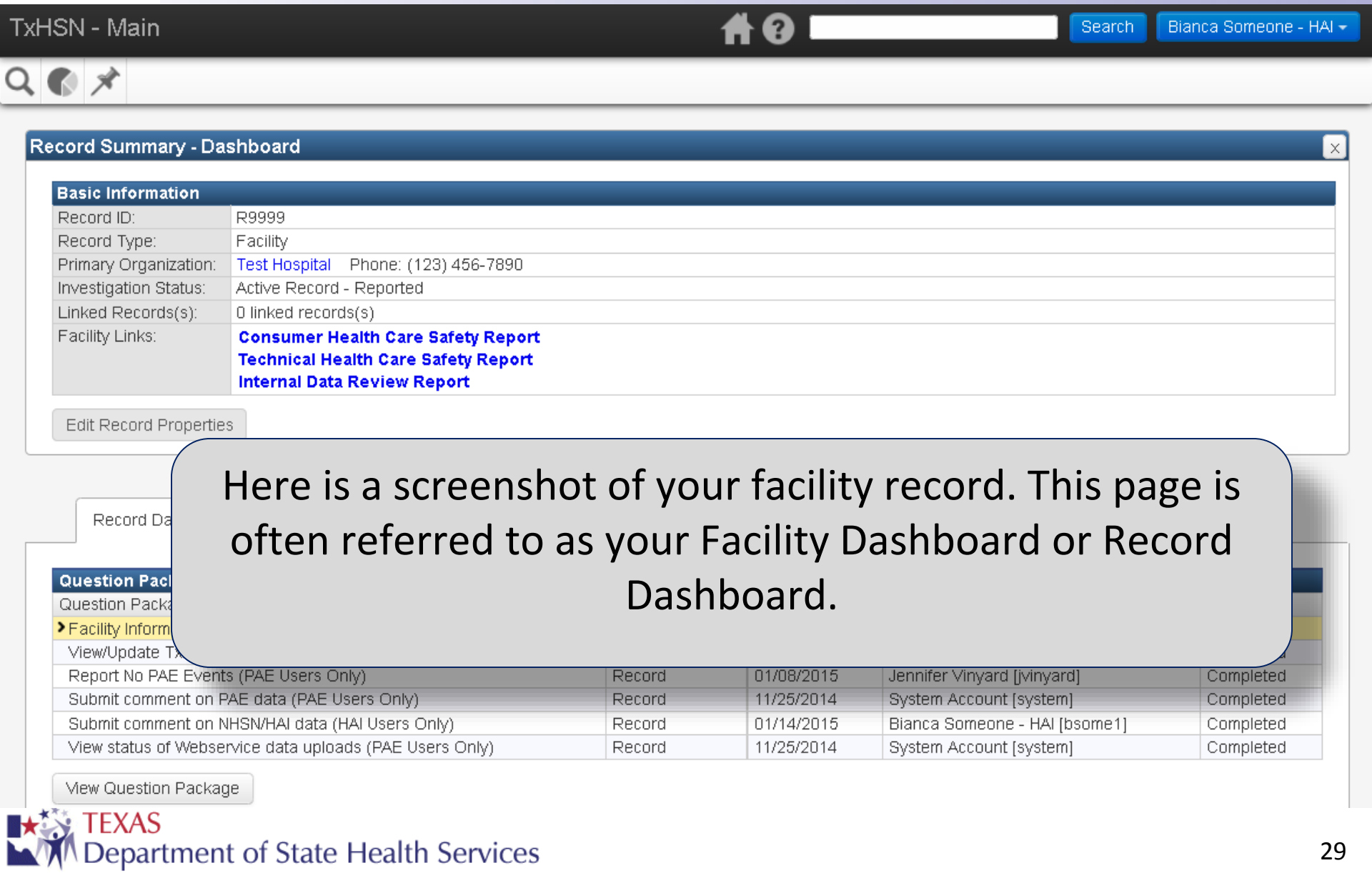


Facility Record



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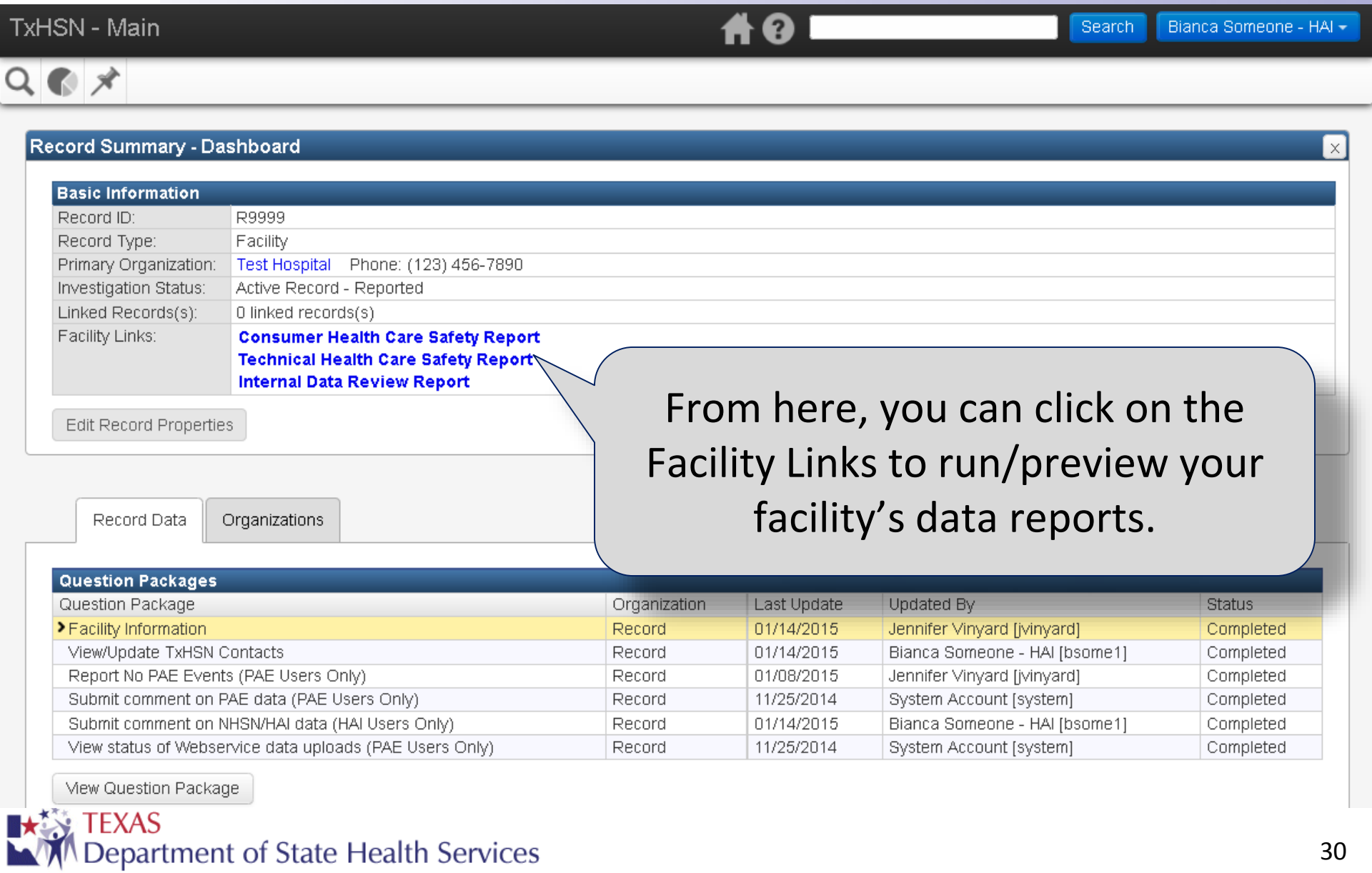
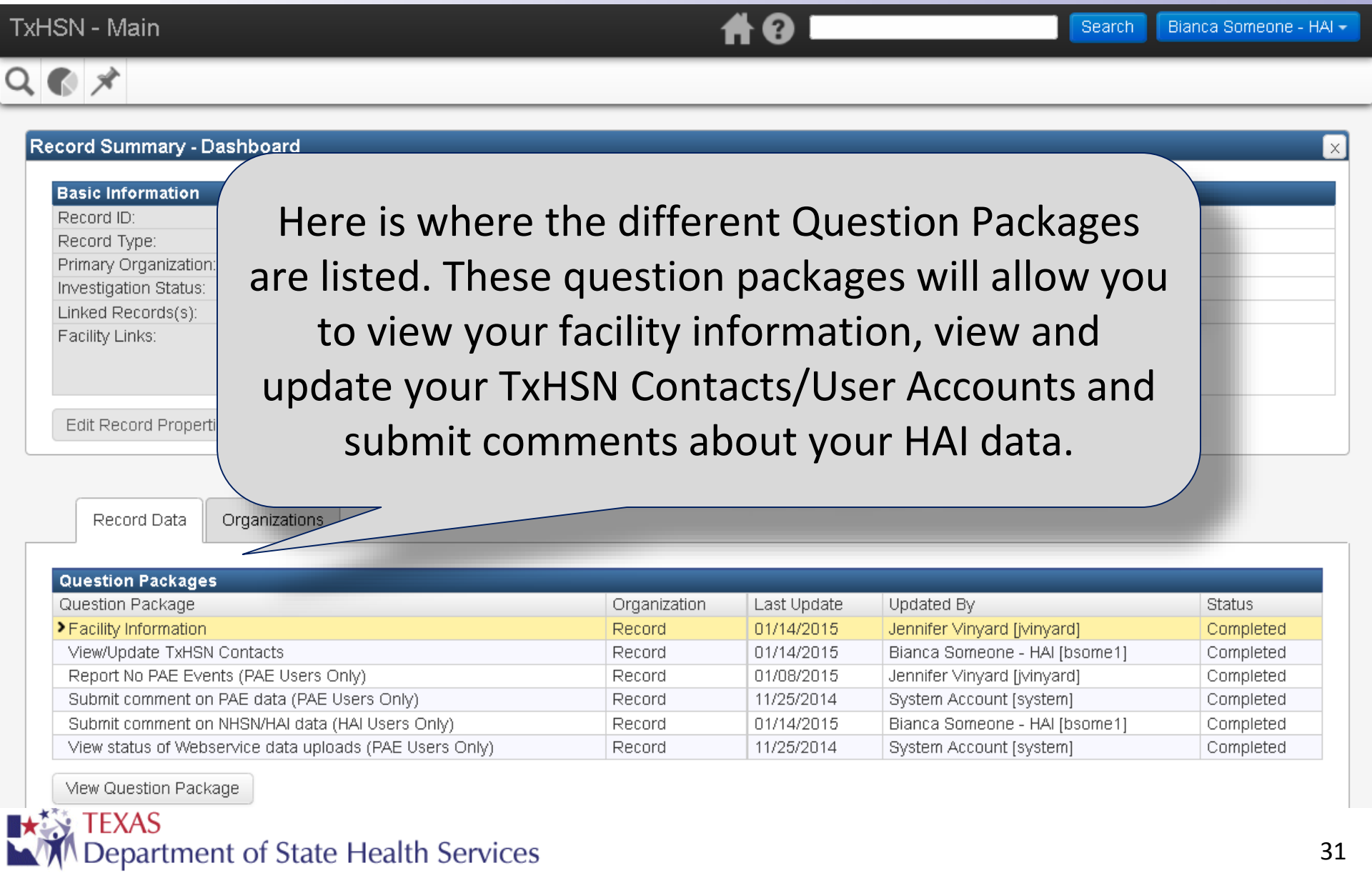
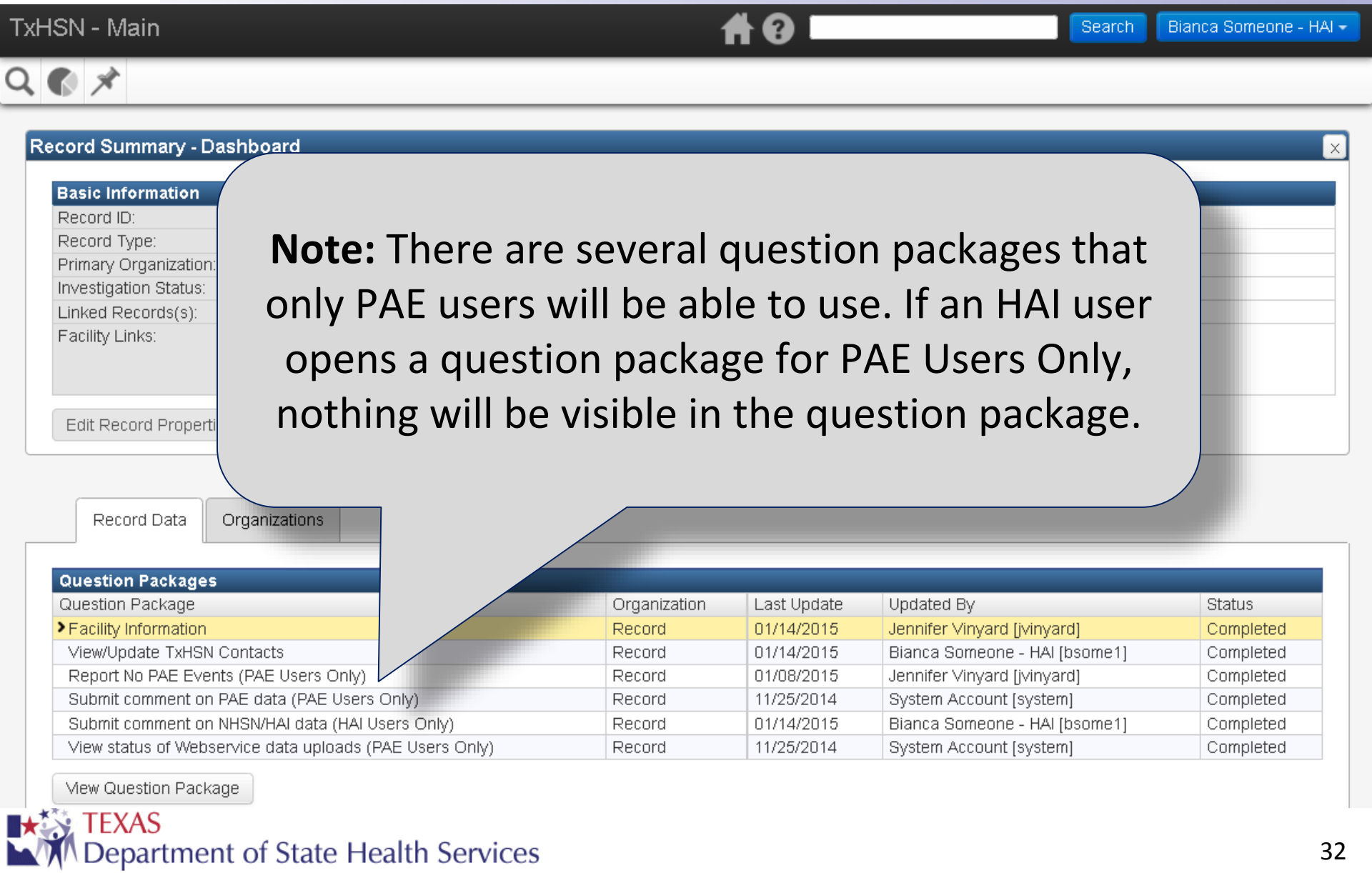


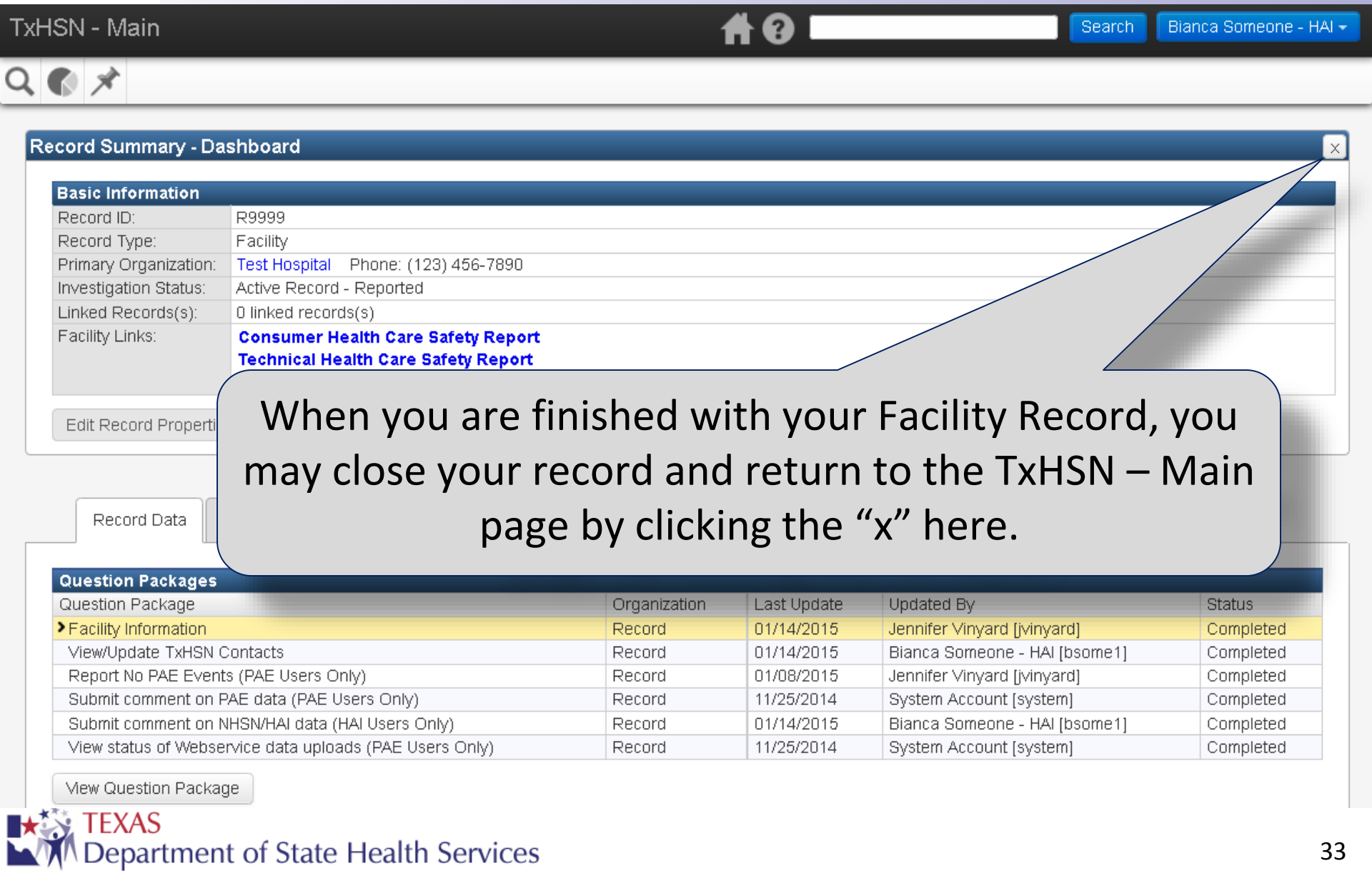
Facility Record



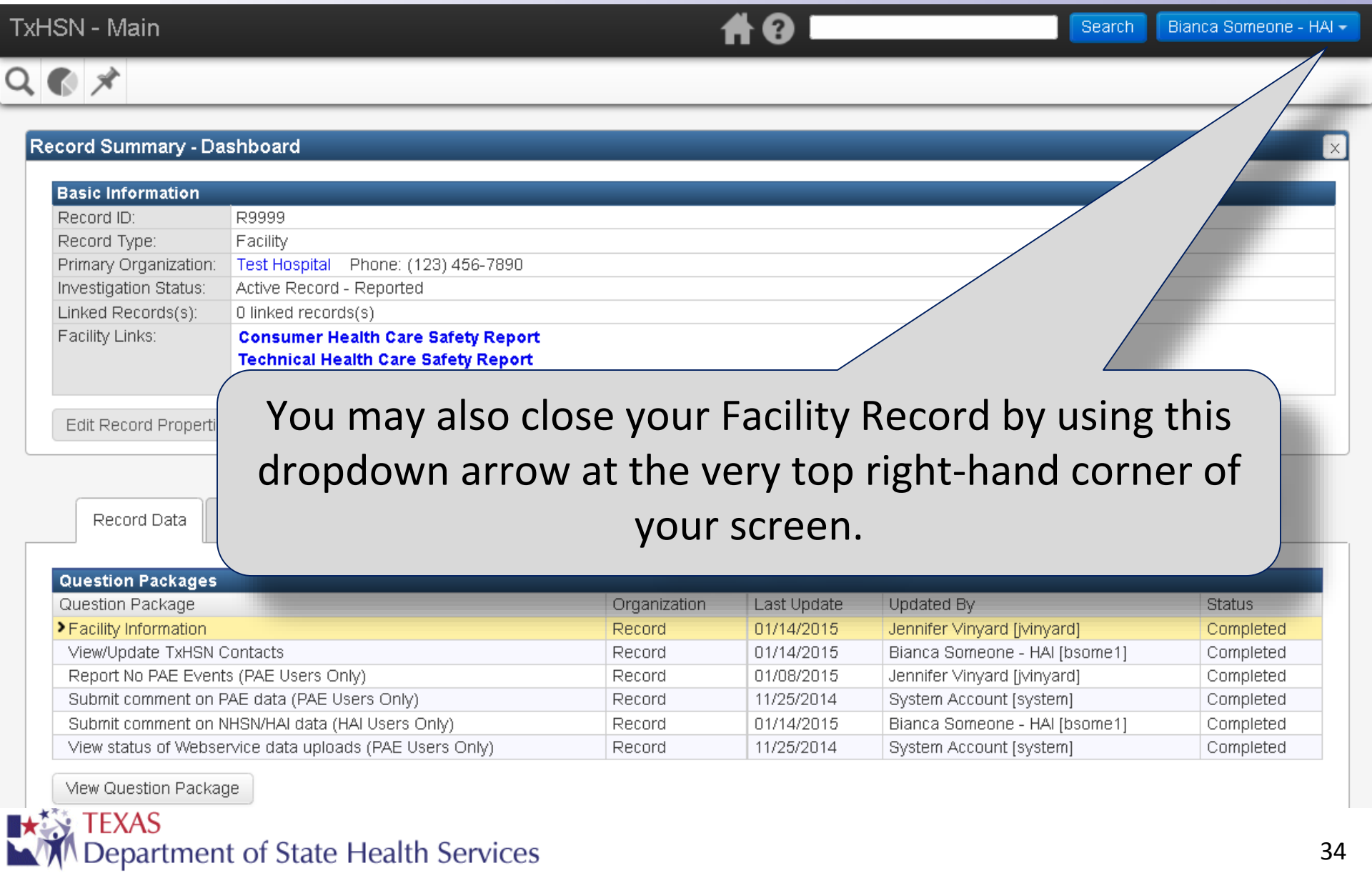
Facility Record



Facility Record

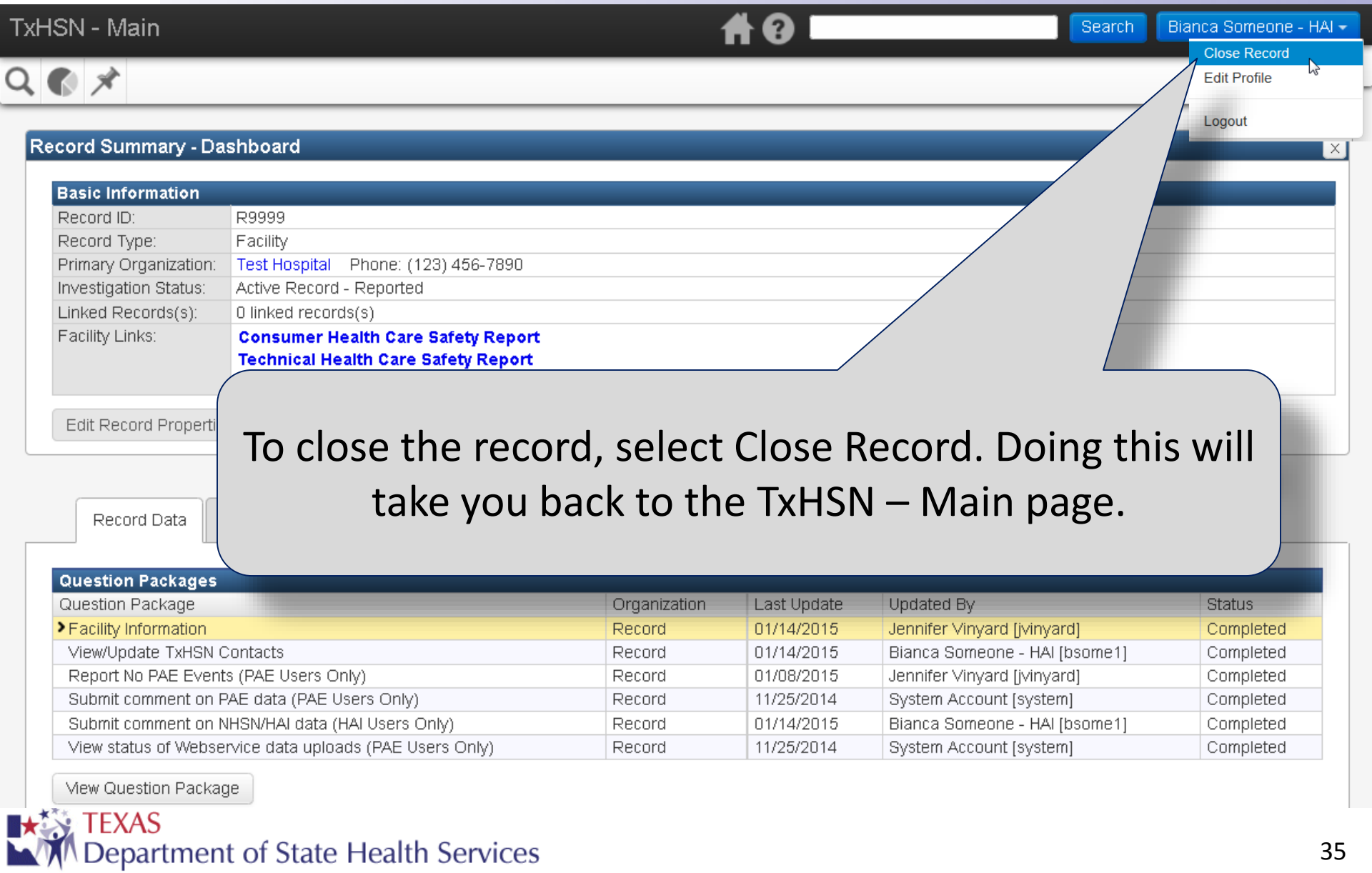


Facility Record

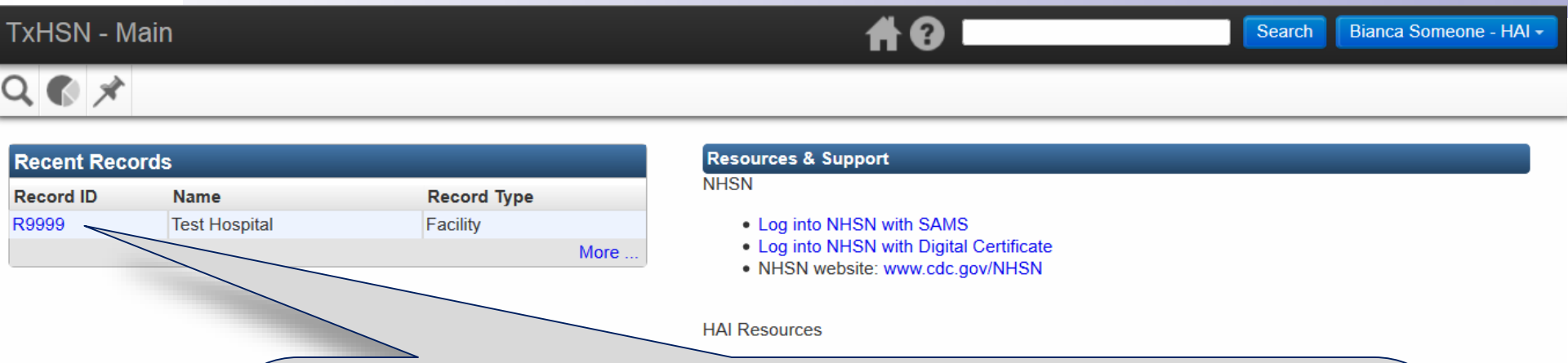


You may also close your Facility Record by using this dropdown arrow at the very top right-hand corner of your screen.

Facility Record



Facility Record



After you have opened your Facility Record, it will show up in the Recent Records table on the TxHSN – Main page as it is shown here.

Once this happens, you can click directly on the link to navigate to your Facility Record instead of performing a search every time you want to access your record.

Overview of TxHSN Reports

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Reports

Now that you know how to open your facility record, you will be able to run and view your facility-specific reports.

Before learning how to run your reports, we will briefly review the three reports you will have access to.

TxHSN Reports

There are 3 data reports that can be run in TxHSN.

1. Internal Data Review Report (not published)
2. Consumer Health Care Safety Report
3. Technical Health Care Safety Report

Internal Data Review Report

- Lists the number of records that were exported from NHSN into TxHSN.
- Lists possible data errors:
  - Incomplete Record: Means that required data was missing from the record, the record is an outlier (extremely long/short duration), etc.
  - Infection occurred > 60 days from admission: This is just a data check to make sure there was not a date typo.

Health Care Safety Reports

- Consumer Version: This report contains basic information for a layperson. This includes the
  - number of infections that actually occurred at your facility
  - number of infections that were predicted based on the risk factors of your patients
  - an explanation of how your facility compares to the nation
  - number of HAIs that contributed to a patient's death

Health Care Safety Reports

- Technical Version: This report contains more detailed statistical information targeted to healthcare providers and public health professionals. It includes the same information displayed in the Consumer version plus:
  - Denominator data
  - Standardized Infection Ratio
  - 95% Confidence Interval

Data Website: http://txhsn.dshs.texas.gov/HCSreports

Once the Health Care Safety Reports are finalized and comments have been approved, they will be posted to http://txhsn.dshs.texas.gov/HCSreports where the public can search for facility reports.

How to run/view your facility reports

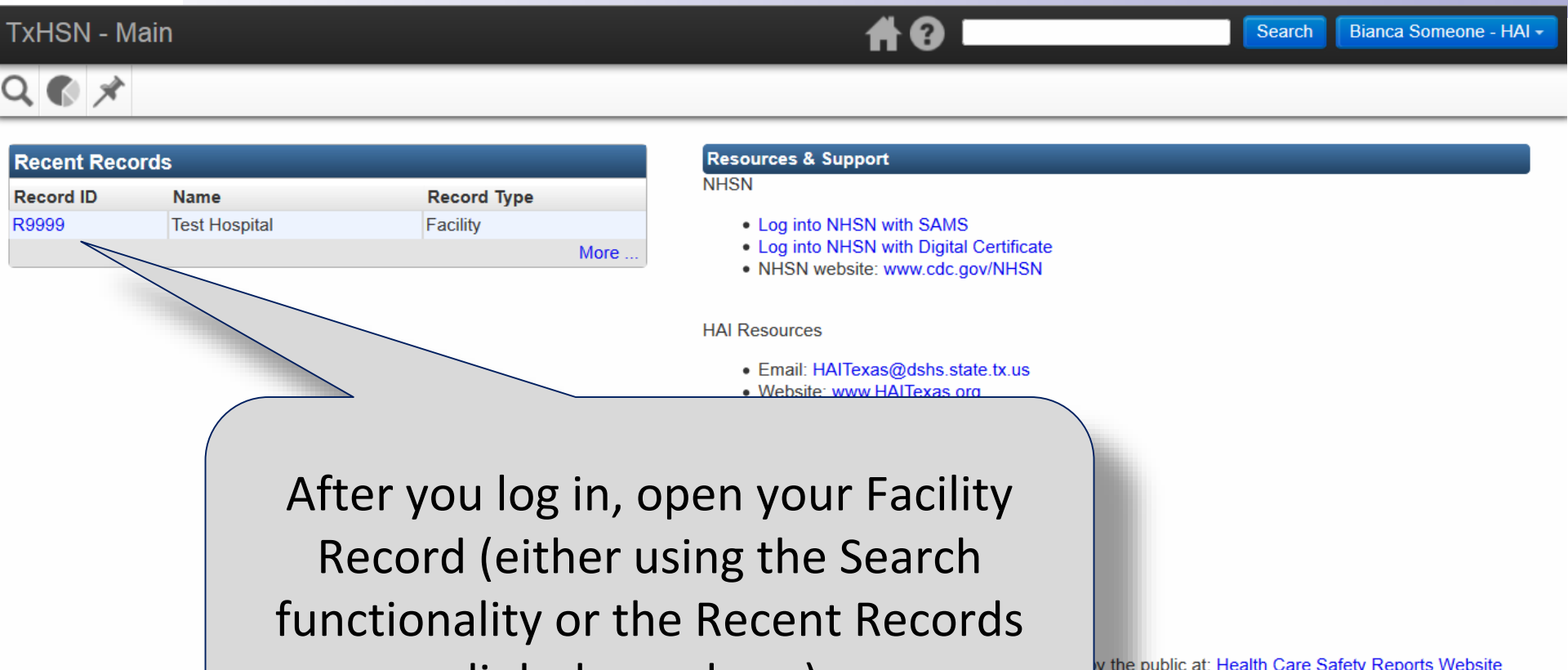
TEXAS
Department of State Health Services

Run/Preview TxHSN Reports

You will receive email notifications letting you know when reports are ready to be run/previewed in TxHSN.

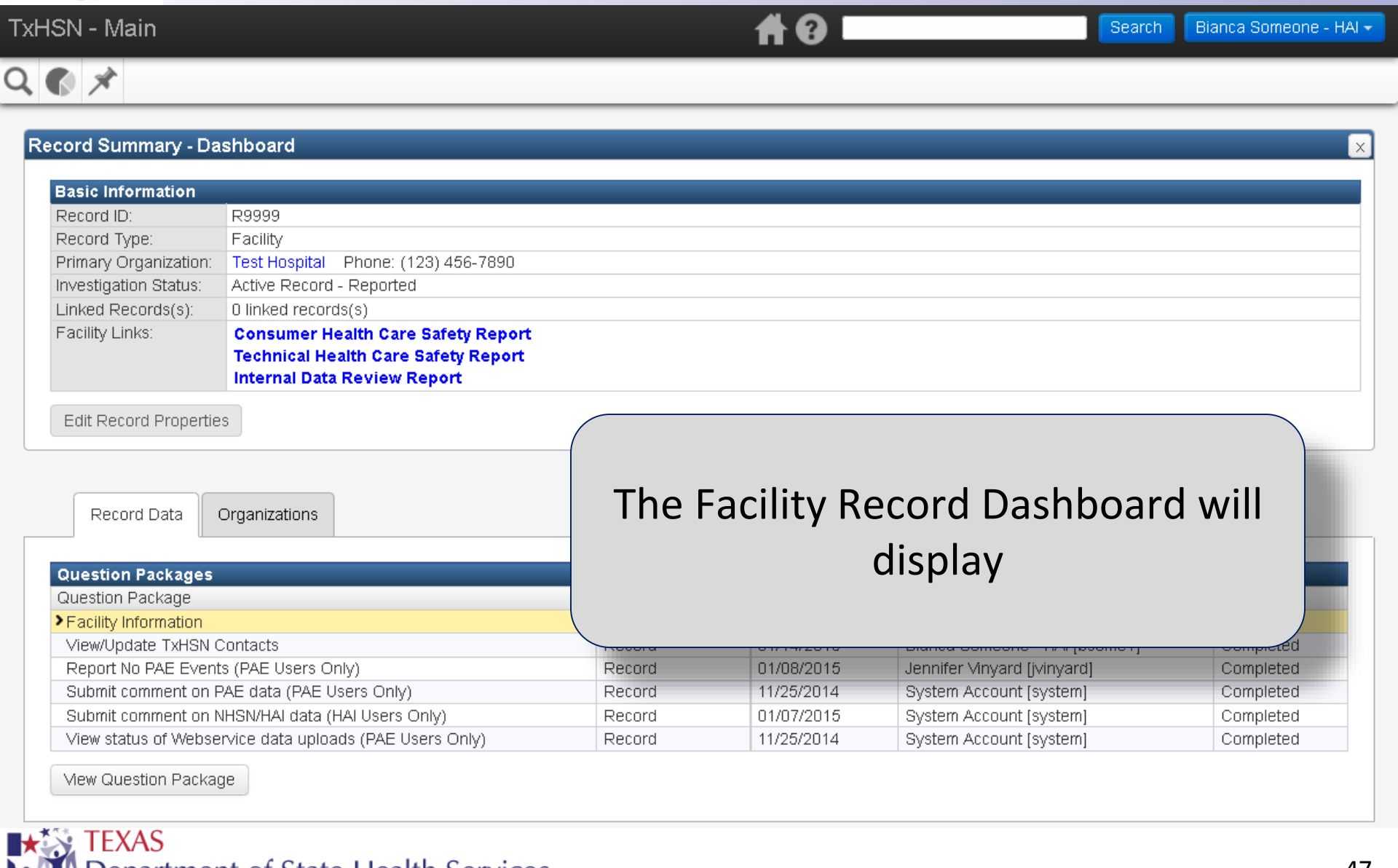
Internal Data Review Reports can be run quarterly, and Health Care Safety Reports can be run for each half year according to the Texas Reporting Time Line (shown previously).

Run/Preview TxHSN Reports



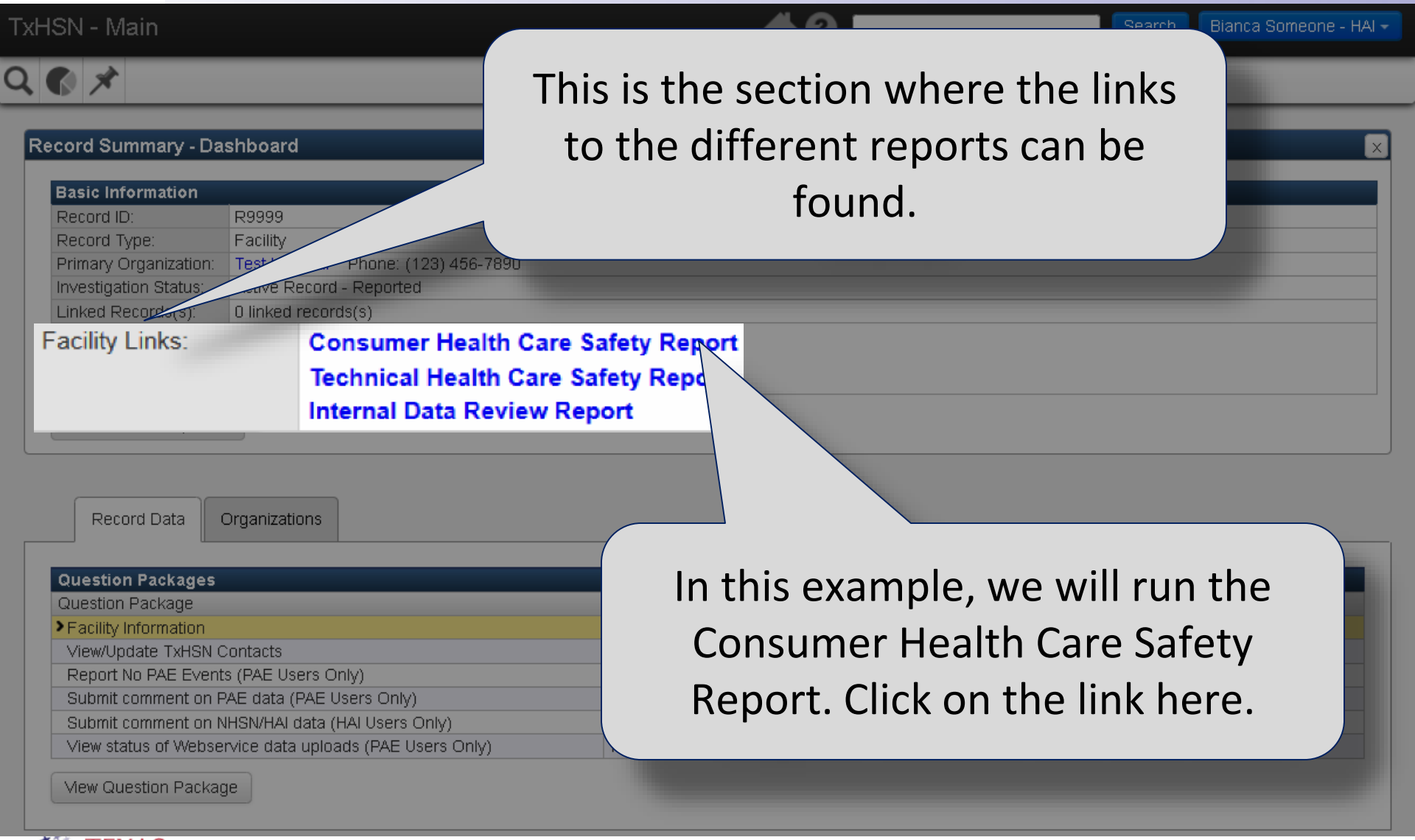
After you log in, open your Facility Record (either using the Search functionality or the Recent Records link shown here).

Run/Preview TxHSN Reports



The Facility Record Dashboard will display

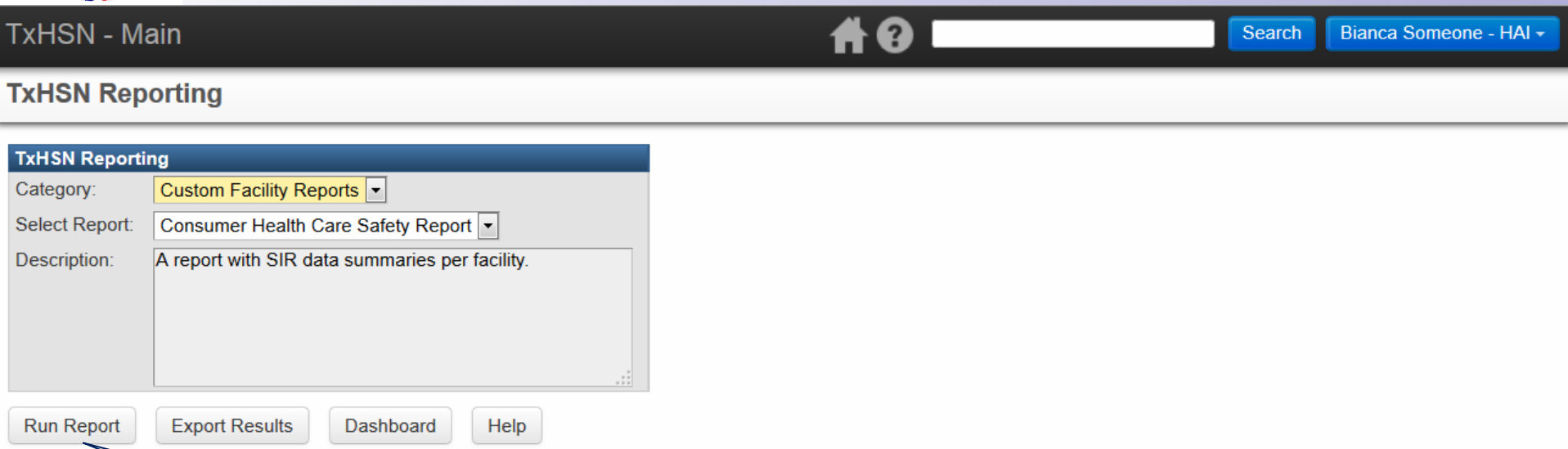
Run/Preview TxHSN Reports



This is the section where the links to the different reports can be found.

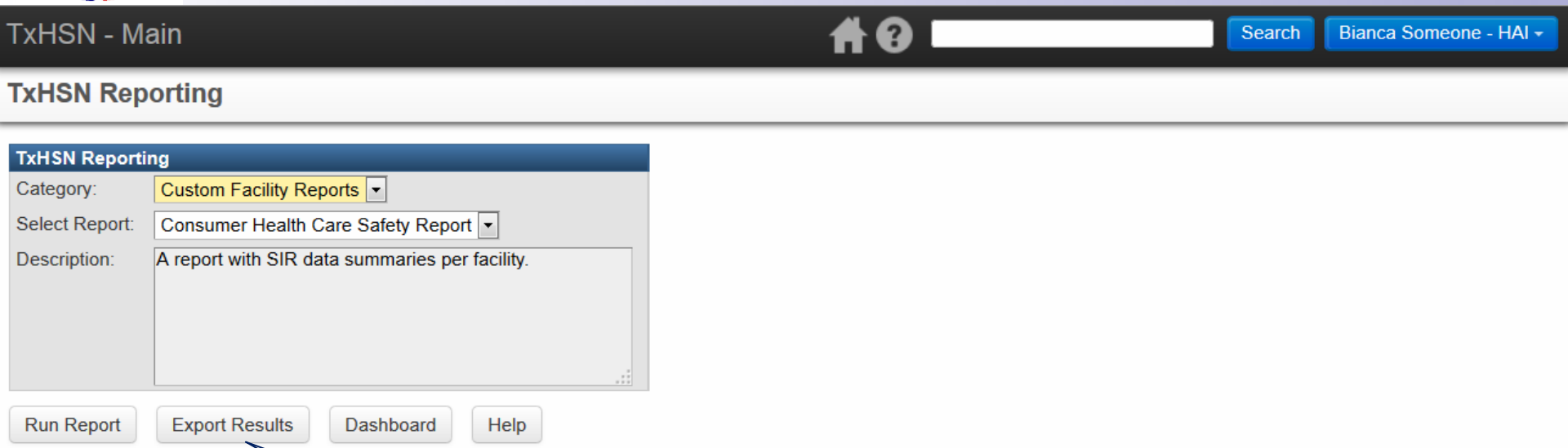
In this example, we will run the Consumer Health Care Safety Report. Click on the link here.

Run/Preview TxHSN Reports



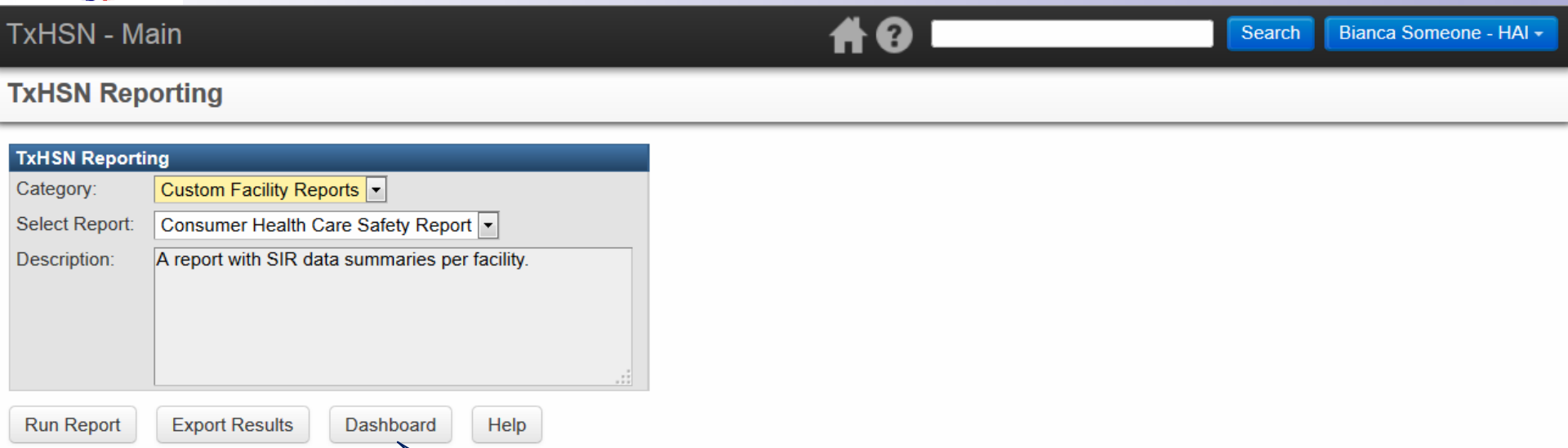
To view the report you can click Run Report. This will open an HTML version of the report in your internet browser window.

Run/Preview TxHSN Reports



You can also Export Results. This will allow you to open and/or save the report in Excel format.

Run/Preview TxHSN Reports



Once you have viewed your report, you can return to your Facility Dashboard by clicking on the "Dashboard" button shown here.

How to submit comments on your data reports

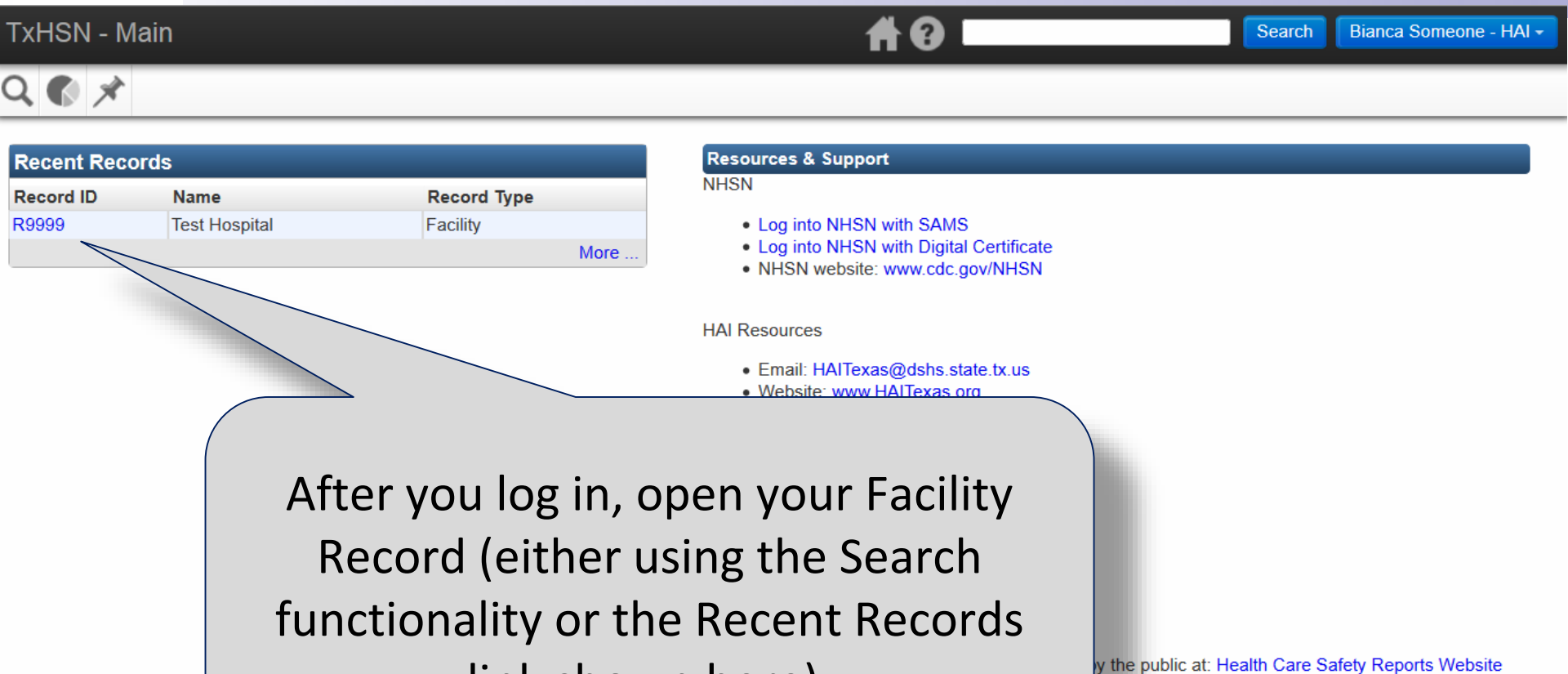
TEXAS
Department of State Health Services

Submitting Comments

Facilities are allowed to submit a comment (up to 1250 characters long) that will be posted on their Health Care Safety reports. This comment will be visible to the public and therefore, should be written so that a layperson may understand it.

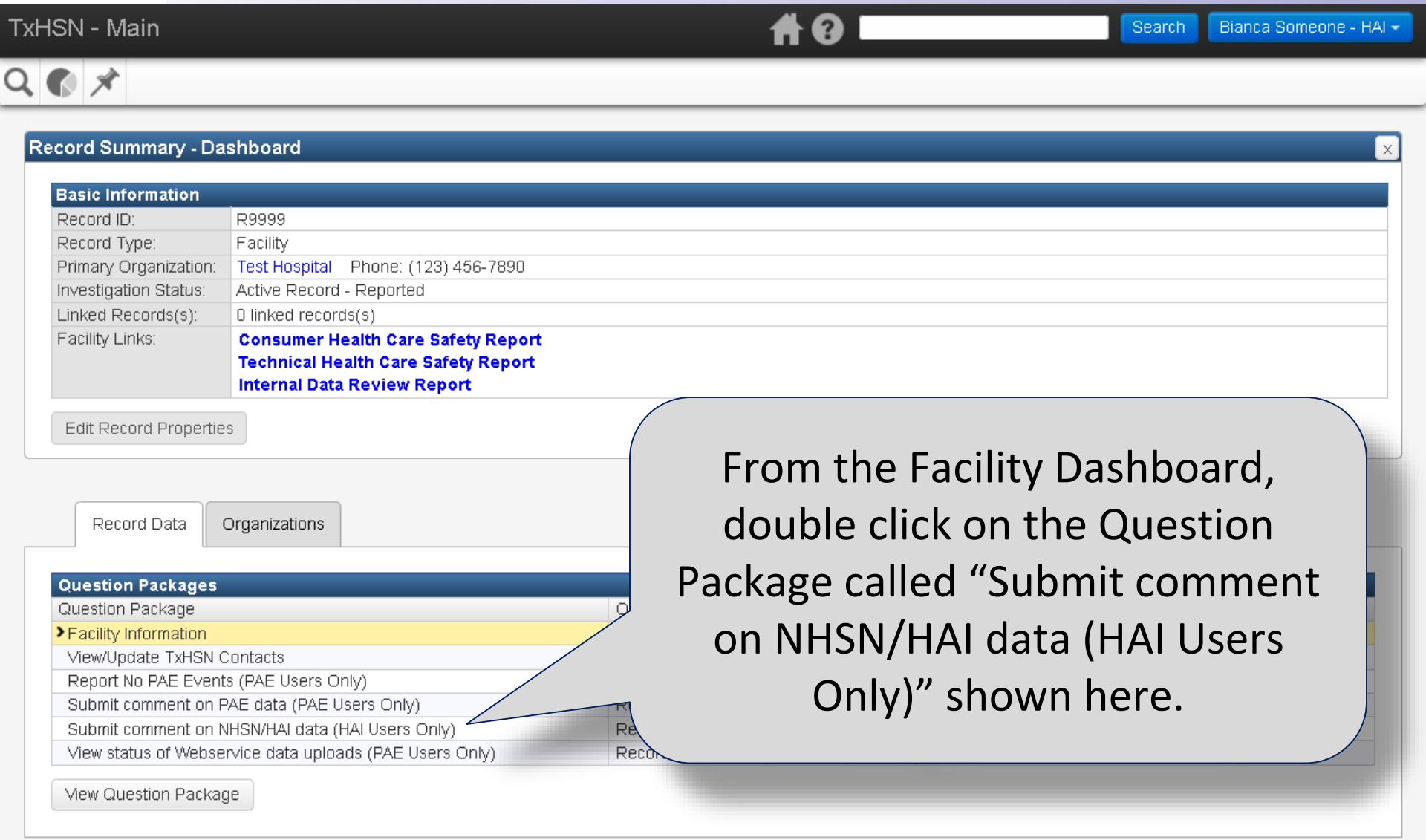
The following slides describe how to submit a comment on your data reports.

Submit Comments



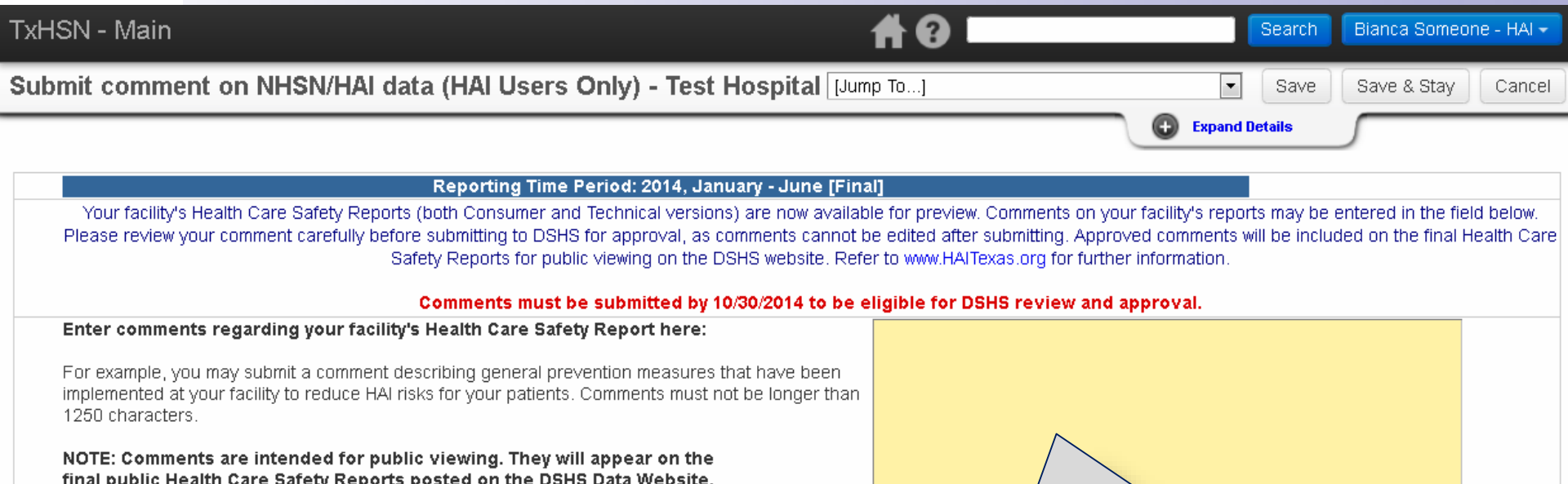
After you log in, open your Facility Record (either using the Search functionality or the Recent Records link shown here).

Submitting Comments



From the Facility Dashboard, double click on the Question Package called “Submit comment on NHSN/HAI data (HAI Users Only)” shown here.

Submitting Comments



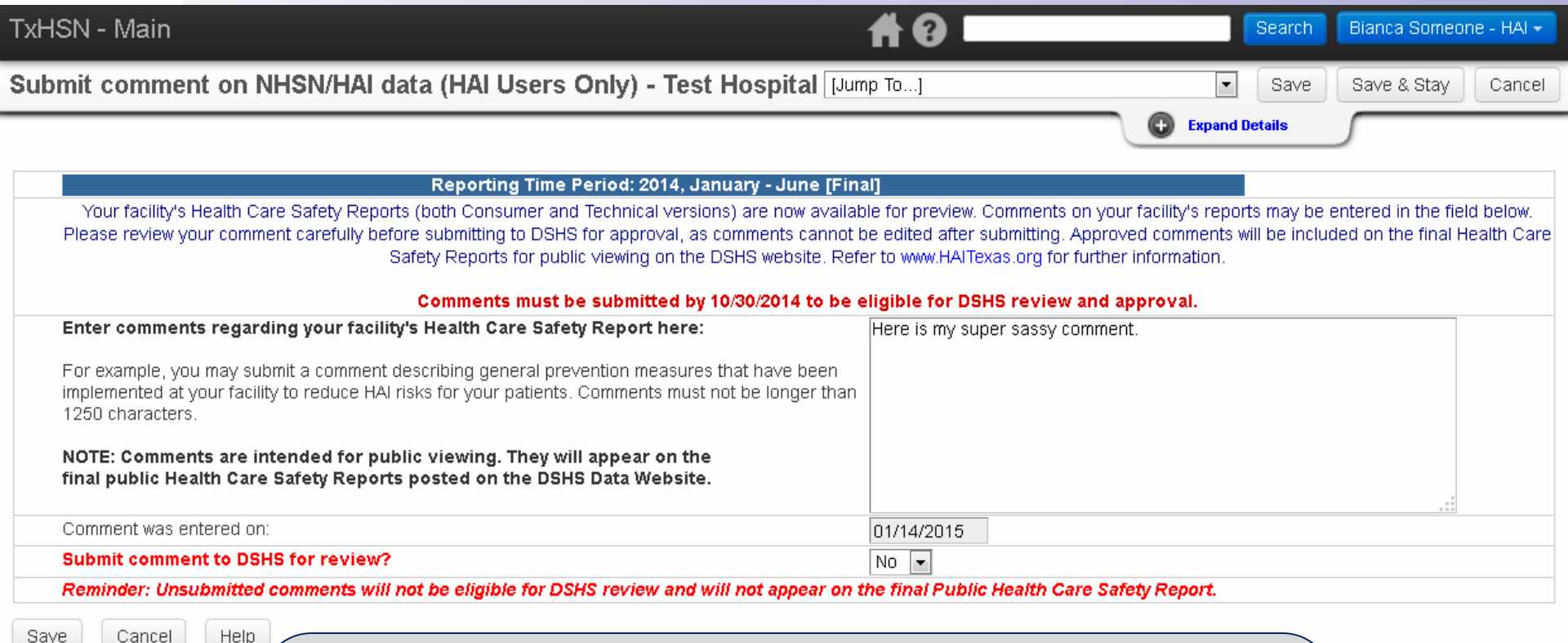
Enter your comment here. Comments must be less than 1250 characters long.

And remember to write your comment so that the general public may understand it.

Submitting Comments

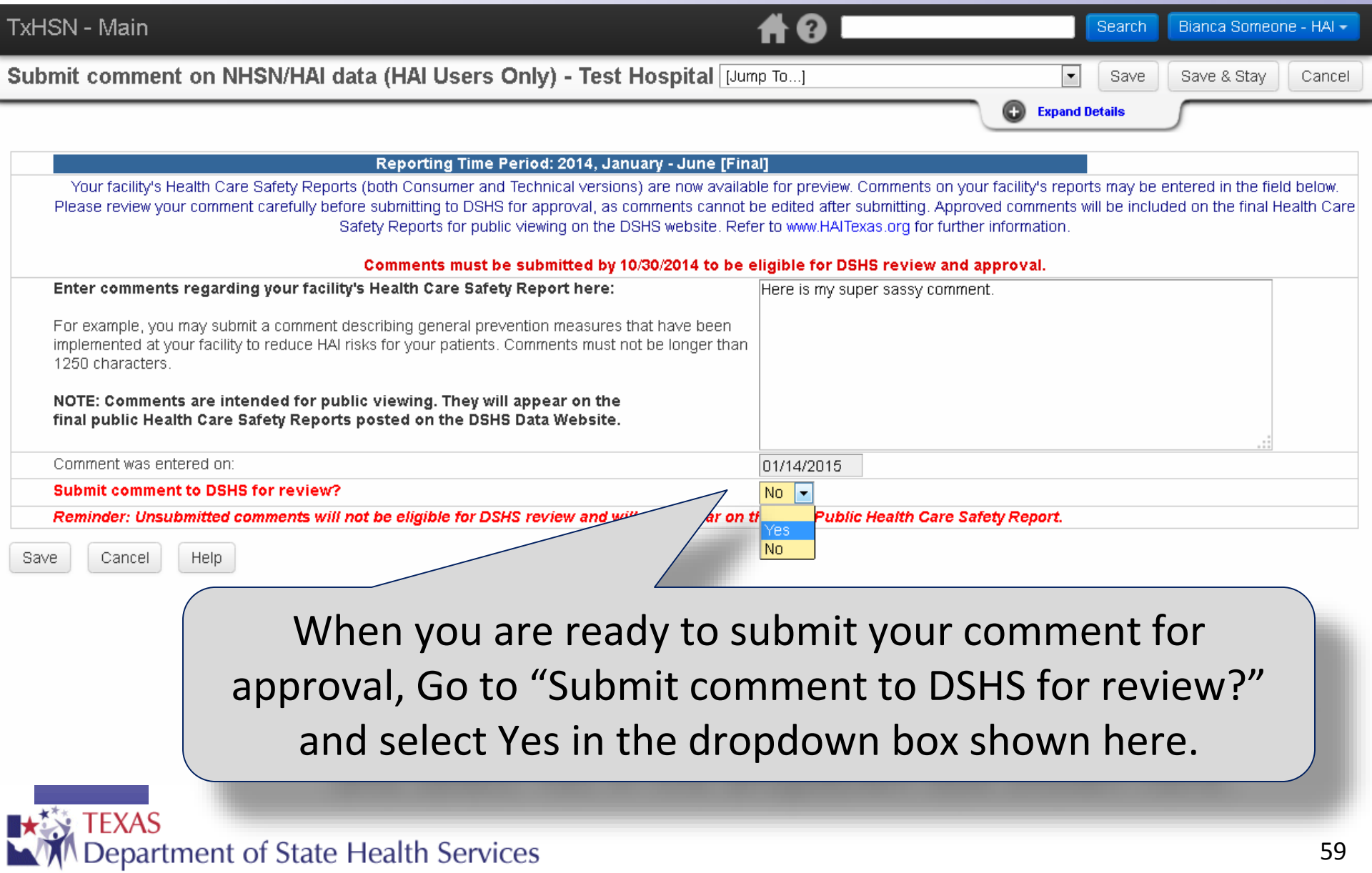
- Examples of Comments:
  - May contain information about Infection Prevention measures taken at your facility to prevent future HAIs/PAEs.
  - Corrections to data that could not be made prior to the data correction deadline.
- Comments will not be approved if they:
  - Contain inappropriate language
  - Refer to another healthcare facility
  - Refer to data from a different reporting time period (other than the current)
  - Are submitted after the comment deadline

Submitting Comments



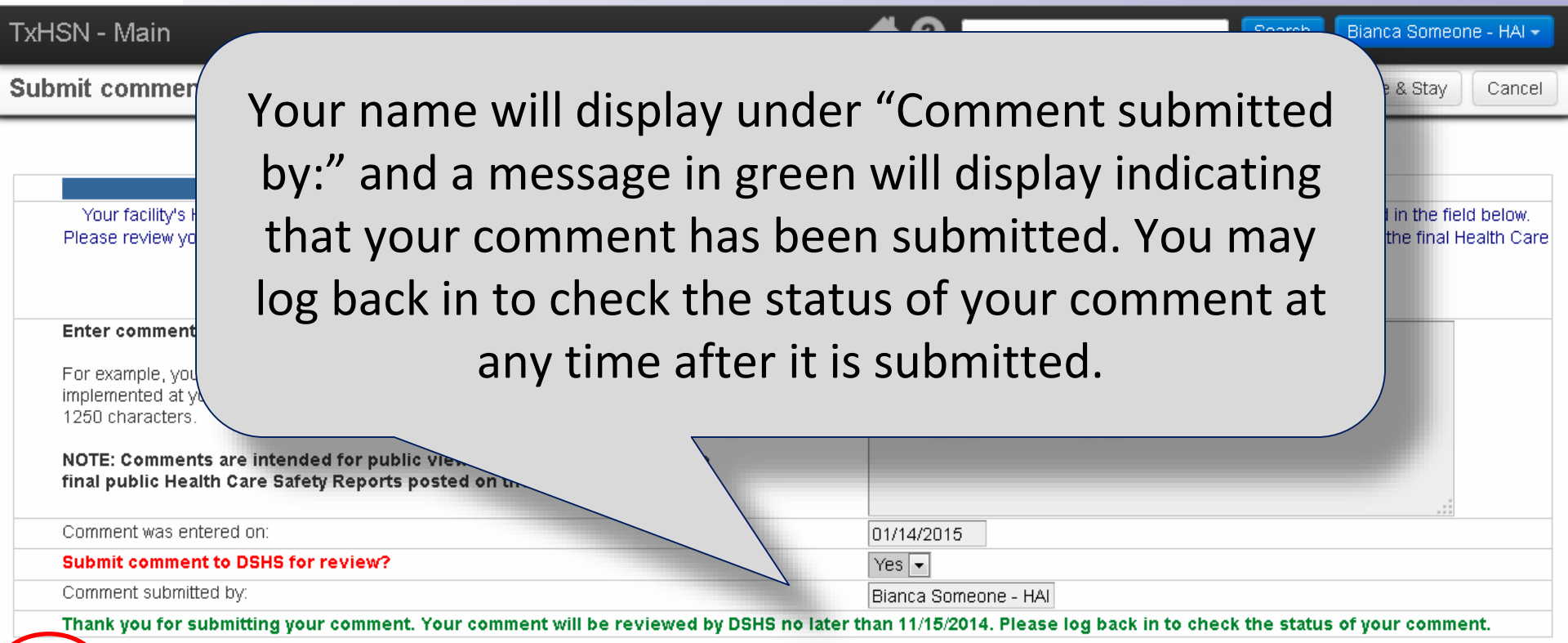
After entering comment, the current date will be displayed and a Reminder message will show in red to remind you to submit your comment.

Submitting Comments



When you are ready to submit your comment for approval, Go to "Submit comment to DSHS for review?" and select Yes in the dropdown box shown here.

Submitting Comments



Your name will display under "Comment submitted by:" and a message in green will display indicating that your comment has been submitted. You may log back in to check the status of your comment at any time after it is submitted.

Be sure to click **SAVE**.

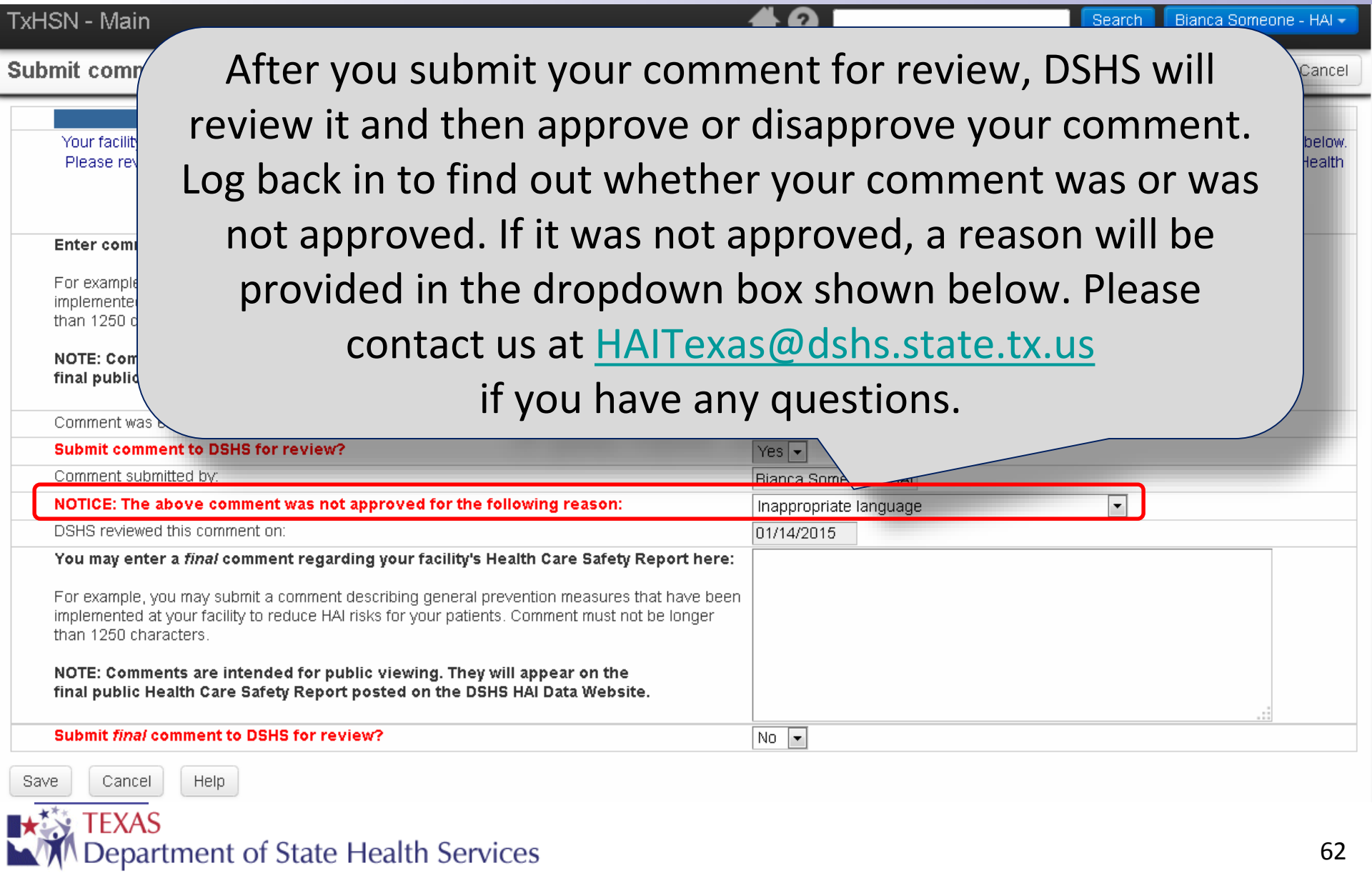
If you do not, your comment will not be saved nor will it be submitted for review.

Submitting Comments

Once you have submitted your comment for review, DSHS will review your comment. Log back in after a day or two to see if your comment has been approved or not. If approved, it will be displayed on both versions of your public Health Care Safety Reports.

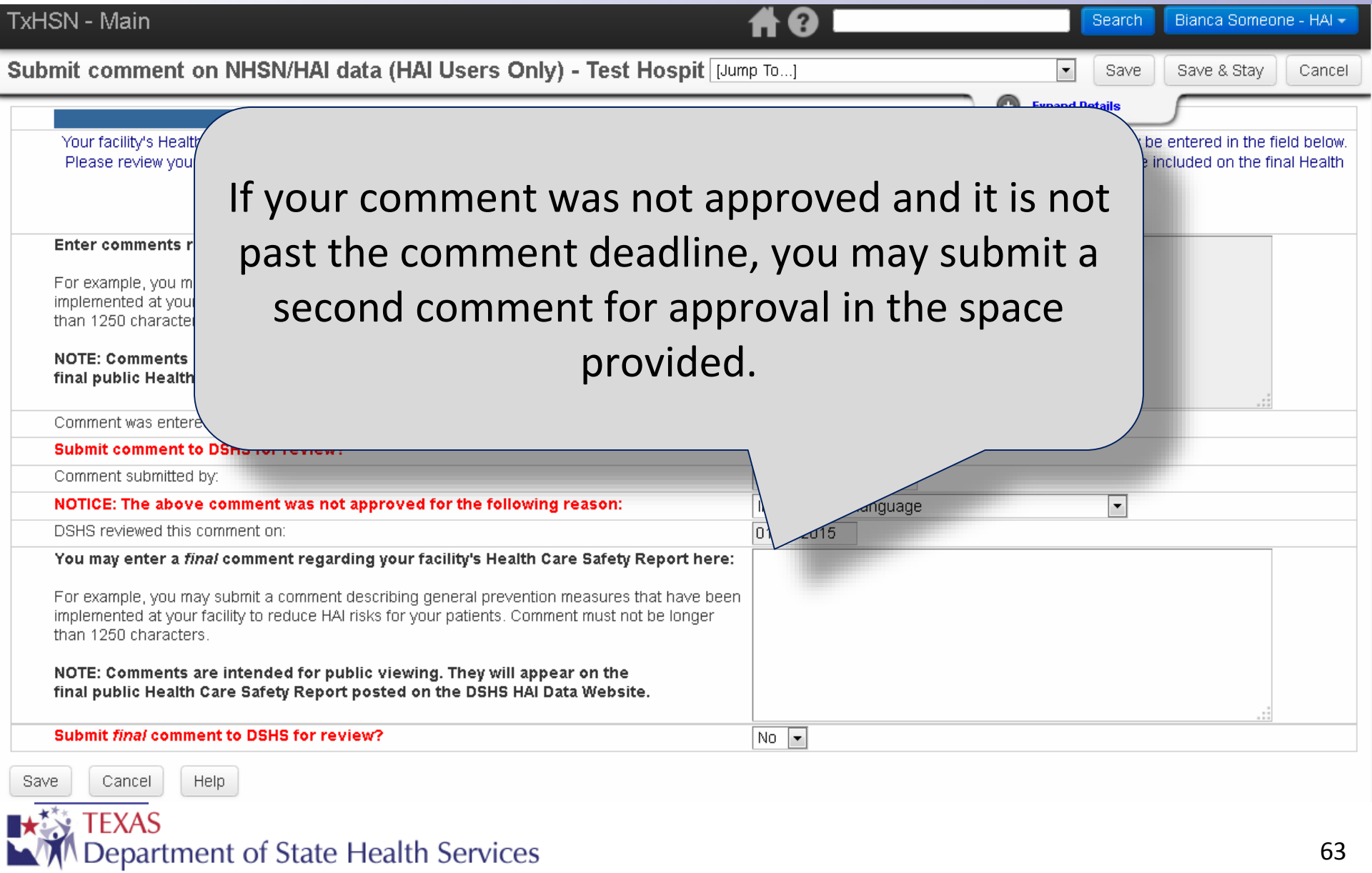
If not approved, and the comment deadline has not passed, you may submit a final comment for review.

Submitting Comments



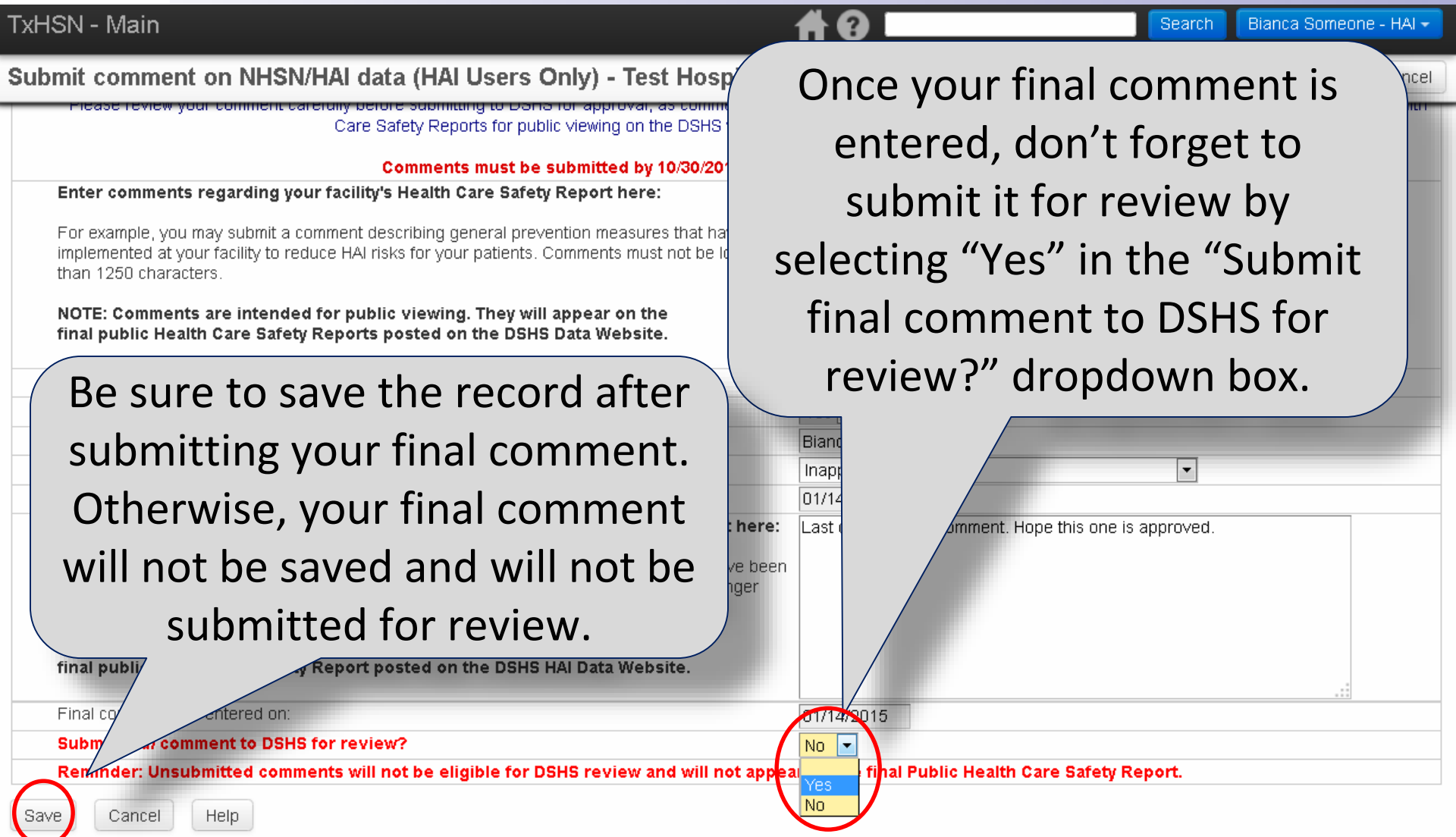
After you submit your comment for review, DSHS will review it and then approve or disapprove your comment. Log back in to find out whether your comment was or was not approved. If it was not approved, a reason will be provided in the dropdown box shown below. Please contact us at HAITexas@dshs.state.tx.us if you have any questions.

Submitting Comments



If your comment was not approved and it is not past the comment deadline, you may submit a second comment for approval in the space provided.

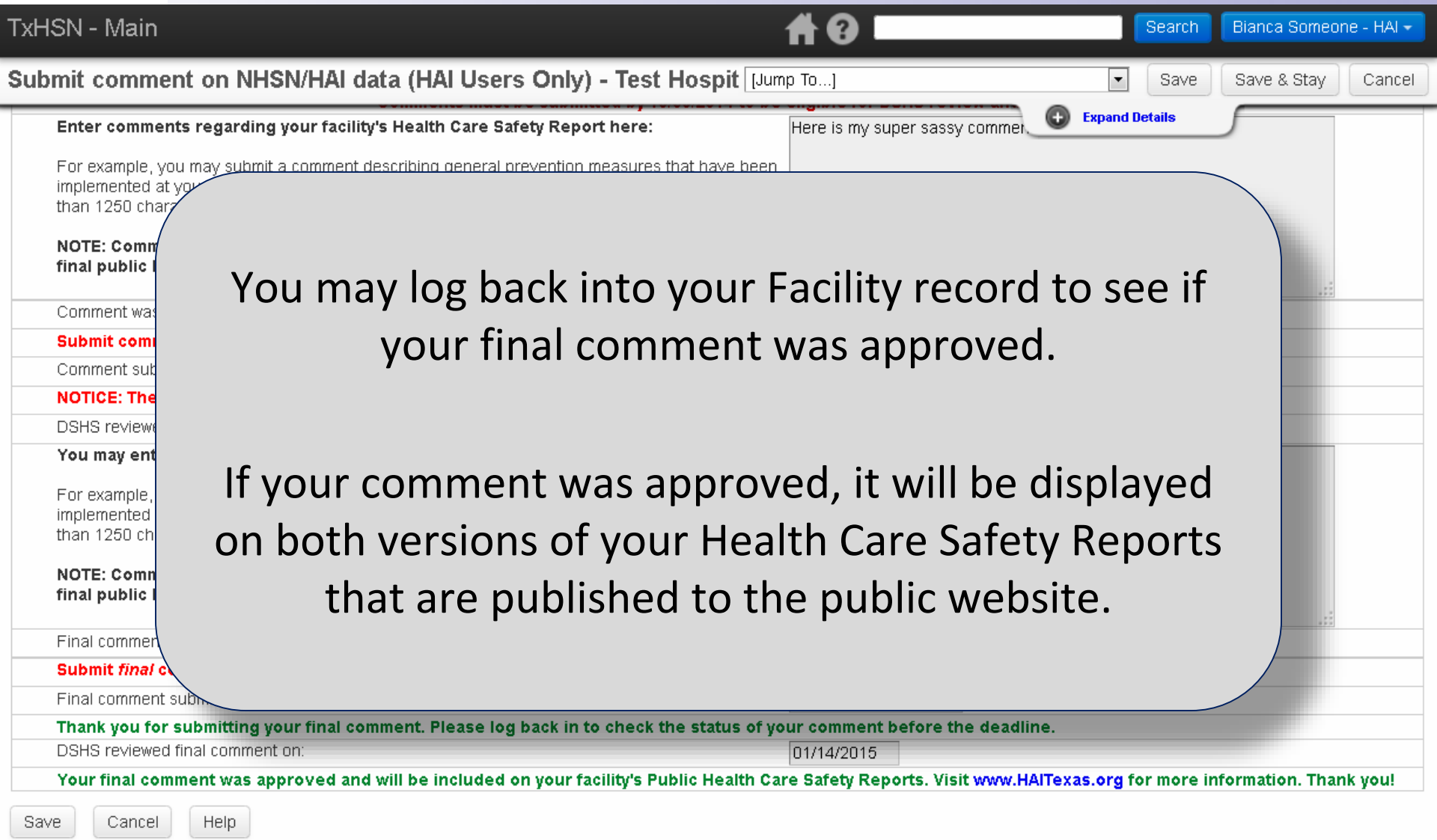
Submitting Comments



Once your final comment is entered, don't forget to submit it for review by selecting "Yes" in the "Submit final comment to DSHS for review?" dropdown box.

Be sure to save the record after submitting your final comment. Otherwise, your final comment will not be saved and will not be submitted for review.

Submitting Comments



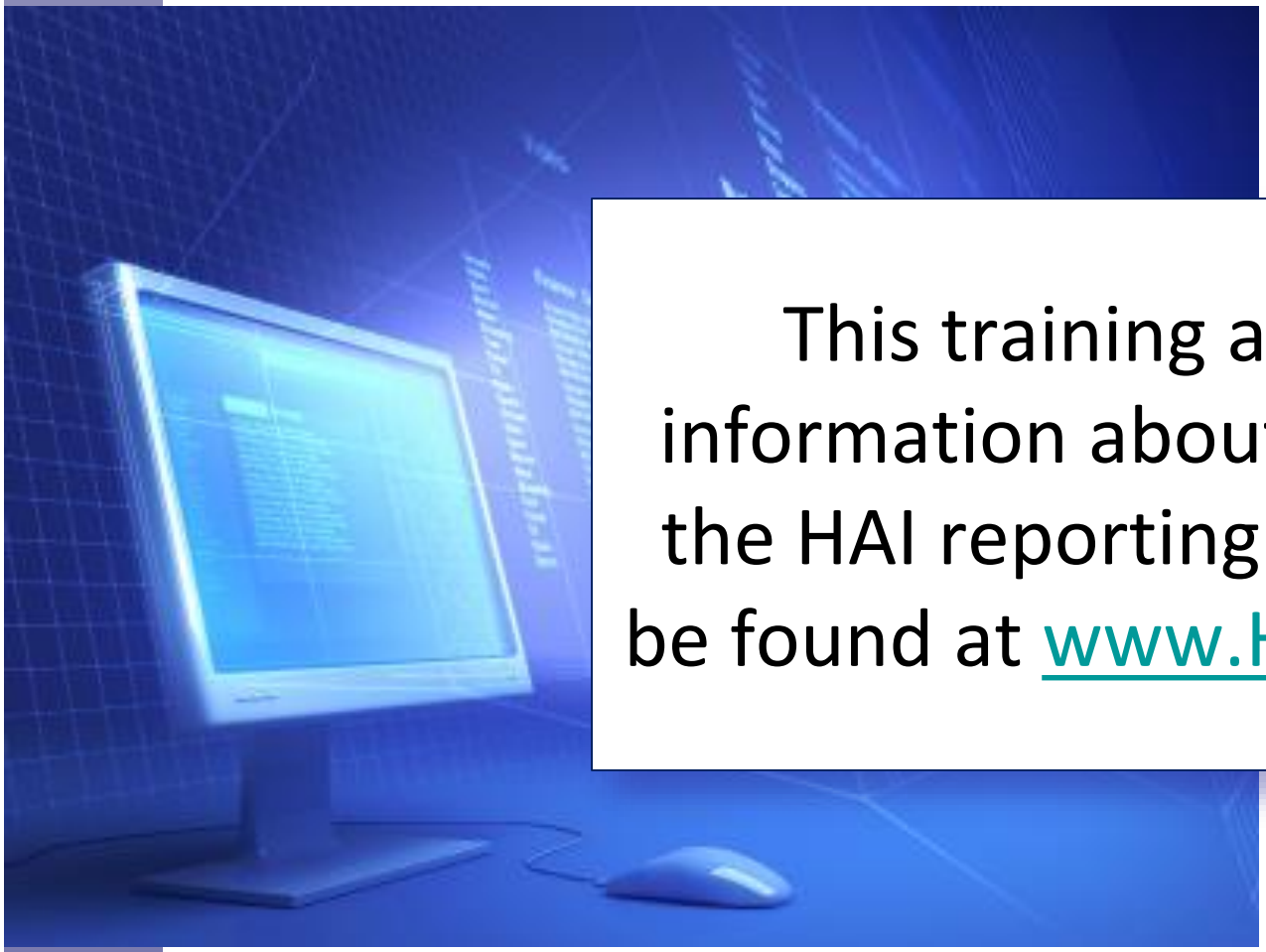
You may log back into your Facility record to see if your final comment was approved.

If your comment was approved, it will be displayed on both versions of your Health Care Safety Reports that are published to the public website.

Additional Resources

TEXAS
Department of State Health Services

Additional Resources



This training and more information about TxHSN and the HAI reporting process can be found at www.HAITexas.org.

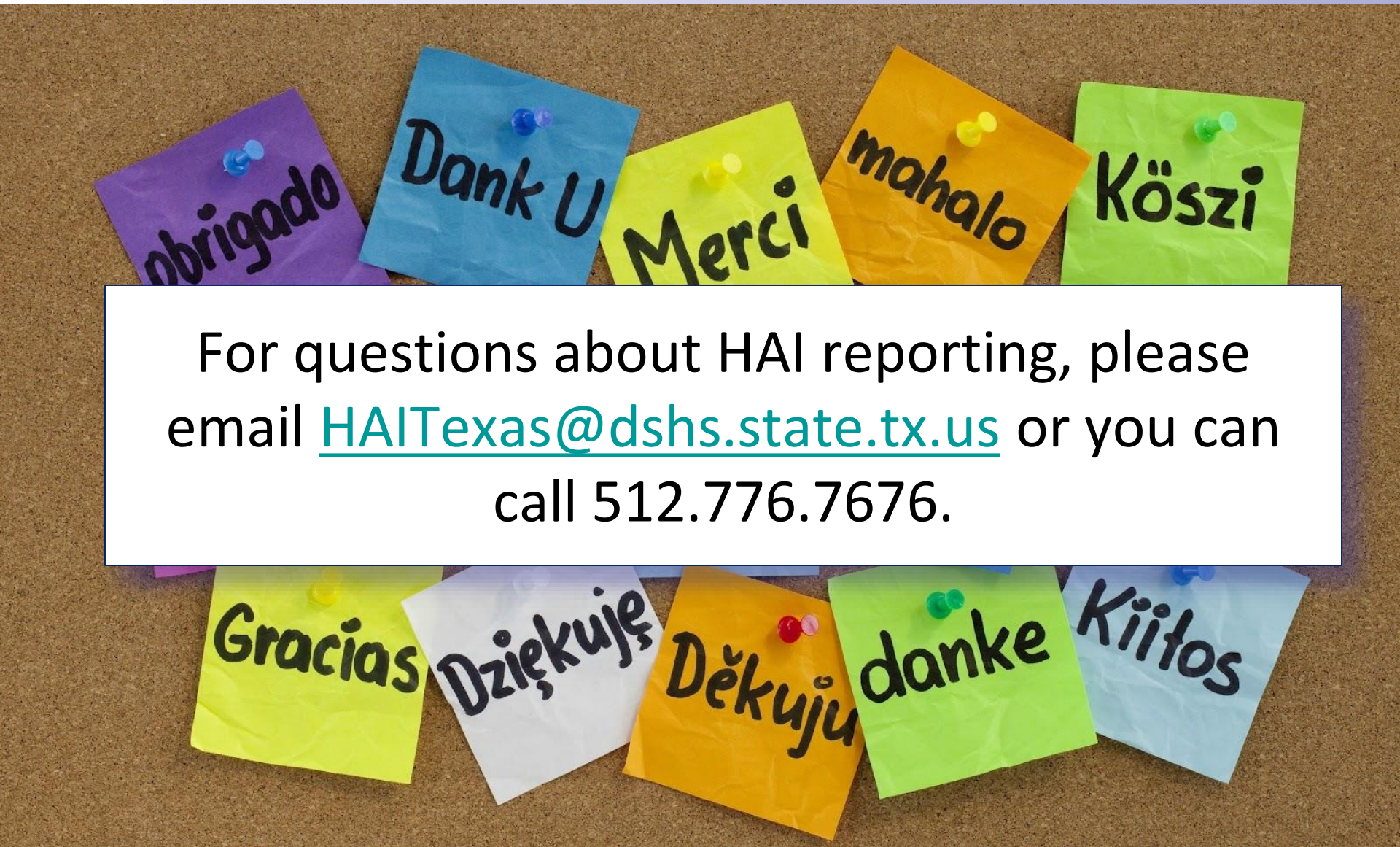
Additional reporting resources can be found at: www.HAITexas.org

Be sure to sign up for email updates! Whenever something new is added to the website, you will get a notification email!

- HAI reporting updates
- Reporting Resources/Tools
- Annual State Reports & Antibiograms
- Link to facility-specific data reports

Additional reporting resources can be found at: www.HAITexas.org

You have completed TxHSN training!



For questions about HAI reporting, please email HAITexas@dshs.state.tx.us or you can call 512.776.7676.