My name is Jennifer Vinyard, the Epidemiologist for Texas Healthcare Associated Infections Reporting.

Welcome to the Texas Healthcare Safety Network or TxHSN (pronounced "Texan") Facility Users Training Presentation! This is the second of 4 recorded presentations for TxHSN. In this presentation, I will discuss the reporting timeline as it relates to the Facility Errors Report. This Report contains the NHSN Participation Alerts and therefore we will be reviewing those as well.

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
Data submission deadline (facility enters data into NHSN)	**According to NHSN rules: ~within 30 days of end of reporting month**			
Departmental data reconciliation (Data from NHSN –emails facility contacts ~15th)	**1-Jun**	**1-Sep**	**1-Dec**	**1-Mar**
Facility data corrections due (in NHSN)	**30-Jun**	**30-Sep**	**31-Dec**	**31-Mar**
DSHS data summary to facilities (DSHS sends email to contacts)	NA	15-Oct	NA	15-Apr
Facility comment period (Facility enters comments into TxHSN)	NA	30-Oct	NA	30-Apr
DSHS review of comments	NA	15-Nov	NA	15-May
Public posting of summary (with approved comments)	NA	1-Dec	NA	1-Jun

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• The timeline for Texas Healthcare Associated Infections (or HAI) reporting for each year is broken down into 4 time periods: the First Quarter or Q1, the First Half or H1, the Third Quarter or Q3, and the Second Half or H2. For each of these time periods, facility contacts will have an opportunity to check and correct data in NHSN.

• HAI Data entry into the National Healthcare Safety Network (or NHSN) is due within 30 days of the end of the reporting month, in compliance with the NHSN rules of behavior. For example… when entering data for April 2012, you will have until the end of May 2012 to enter that data into NHSN.

• DSHS will then pull a preliminary set of data from NHSN on June 1st, Sept 1st, December 1st and March 1st. This is referred to as the Departmental Data Reconciliation.

• 15 days after the Departmental Data Reconciliation, the primary and secondary facility contacts will receive an email notification from the Texas Healthcare Safety Network (or TxHSN) informing them that their Facility Errors Report is ready to review in TxHSN and that they will have 15 days to correct any errors found in NHSN before the final data pull will take place.

• On the 16th day after facility contacts receive the email notification, DSHS will pull the final set of data from NHSN for that time period.

1st email: Review Errors Report

- 1' & 2' Contacts will receive email
- Contacts may logon to TxHSN
  - Click on link to run Facility-specific Errors Report
- Correct any data errors in NHSN
- Contacts may logon to TxHSN
  - Re-run Errors Report after deadline

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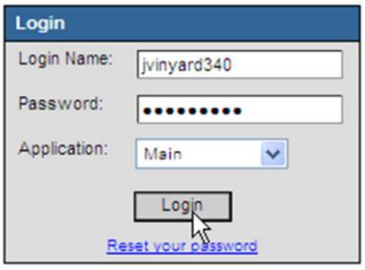
So again, after receiving an email, contacts may log into TxHSN and run their Facility Errors Report.

If significant errors are found, they will have 15 days to correct data in the NATIONAL Healthcare Safety Network.

After the deadline has passed, they may log back into TxHSN to re-run the Facility Errors report to be sure these changes are reflected.

Log in and View Errors Report



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To view your errors report, log in to TxHSN using your username and password.

Log in and View Errors Report

TxHSN - Main

Open | Help | Logout

Logged in as FacilityUser5

Recent Records

N19099R8563 60 TEST 5 Facility

More ...

Activity Summary as of 03/15/2012 11:55 AM

Type of Record	# Last Week	# Average Last 4 Weeks	# Last 52 Weeks
Facility	0	2	10
Primary Bloodstream Infection	0	0	1

Resources & Support

- Log into NHSN
- Texas HAI Reporting Website
- Texas Department of State Health Services
  PO BOX 149347
  Mailcode 1960
  Austin, Texas 78714-9347
  512.776.3773
  HAITexas@dshs.state.tx.us

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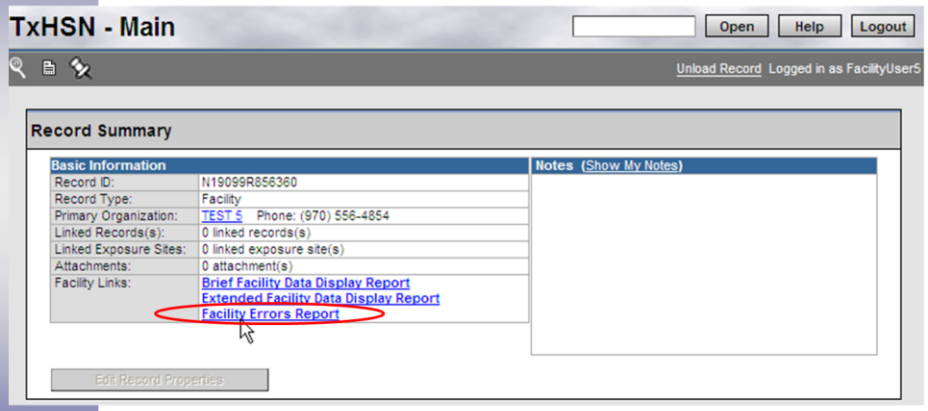
Double click on your facility's Record in the Recent Records box on the Main Page.

Log in and View Errors Report



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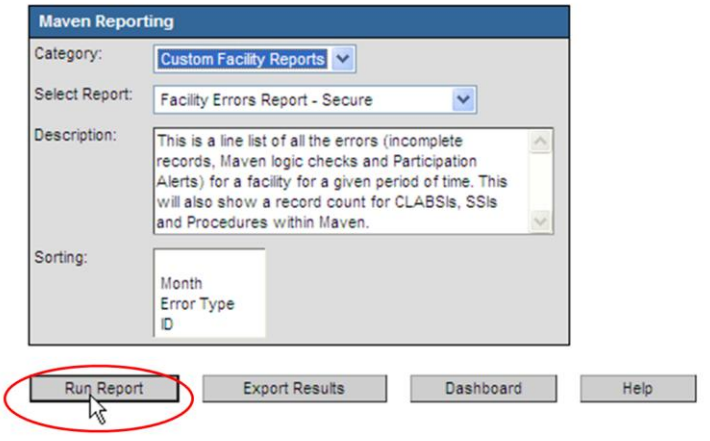
From the Facility Dashboard, click on the link for Facility Errors Report

Log in and View Errors Report



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You can sort the report by month, error type or record ID. Then click Run Report.

Example of Facility Errors Report

Memorial City Medical Center
H1F 2011
Data current as of 07/15/2011 11:00 AM

Total Number of Records		
# CLABSIs	# SSIs	# Procedures
1	3	22

List of Record Errors					
Procedure/Event #	Year/Month	Unit Name	Event Type	Procedure Type	Error Type
-	2011M01	ICU	CLAB	-	5 - Month with 0 rate (no events entered)*
-	2011M02	ICU	CLAB	-	5 - Month with 0 rate (no events entered)*
-	2011M03	NICU	CLAB	-	5 - Month with 0 rate (no events entered)*
-	2011M04	NICU	CLAB	-	5 - Month with 0 rate (no events entered)*
-	2011M05	NICU	CLAB	-	5 - Month with 0 rate (no events entered)*
-	2011M06	NICU	CLAB	-	5 - Month with 0 rate (no events entered)*
600000	2011M01	-	-	HPRO	Incomplete Record

* This alert is intended to be a check-point and does not indicate non-compliance.
- This information is not available for this type of error.

Date Run: 11/04/2011 10:25 AM

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This is an example of a Facility Errors Report. At the top of the page, you can see the number of records we have broken down by type of record. The next section has a list of Errors…

Error Type	Explanation
Month with plan and no denominator	**Please enter denominator data into NHSN if applicable.**
Month with 0 rate (no infections entered)	**Please verify and correct in NHSN if applicable. This alert is intended as a check-point for your facility and does not indicate non-compliance.**
Month with plan and denominator = 0	**Please verify and correct in NHSN if applicable. This alert is intended as a check-point and does not indicate non-compliance.**
Month with denominator and no plan	**Please enter a monthly reporting plan in NHSN for this event type if you are required to report this HAI to Texas.**
Month with plan/event and denom = 0	**Please verify and correct in NHSN.**
Month with events and no denom/plan	**Please enter a monthly reporting plan in NHSN for this event type if you are required to report this HAI to Texas.**
Incomplete record	**Please enter correct data in NHSN for the procedure number shown.** The following would cause a procedure record to be incomplete: 1. Missing one or more of the risk factors as defined in Appendix D of the NHSN October 2010: Special Edition Newsletter 2. Procedure duration is <5 minutes or >IQR5 (see Appendix E of NHSN Newsletter) 3. Patient's age at procedure is >= 109 years 4. Wound Class = 'U' (Unknown) 5. Approach for FUSN or RFUSN = 'N' 6. Spinal Level for FUSN = 'N'
Inpatient surgery performed at outpatient surgery center	**Please change Outpatient = 'N' to 'Y' for the NHSN procedure number shown.**
Length of stay in ICU/NICU prior to CLABSI > 60 days	**Please verify and correct in NHSN if applicable. This alert is intended as a check-point and does not indicate non-compliance.**

This slide shows a table of the errors that may be identified. The first 7 listed are the same as the alerts found on the NHSN Missing and Incomplete List. The last two are just a couple additional checks to make sure your data is accurate. One is to identify inpatient surgeries performed at an outpatient setting. And the other is a flag to double check those CLABSIs identified in patients who had been in the ICU for greater than 60 days. The reason we added this last one is to prevent typos associated with entering the date of admission and the date of infection.

Export Errors Report

Maven Reporting

Category: Custom Facility Reports

Select Report: Facility Errors Report - Secure

Description: This is a line list of all the errors (incomplete records, Maven logic checks and Participation Alerts) for a facility for a given period of time. This will also show a record count for CLABSIs, SSIs and Procedures within Maven.

Sorting: Month, Error Type, ID

Run Report | Export Results | Dashboard | Help

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When you want to pull this report, you will also be able to export it into an EXCEL file by clicking the Export Results button instead of the Run Report Button.

Export Errors Report to Excel

Facility Errors Report

TEST 5
January - June [Final] 2010
Data current as of 05/30/2010 10:35 AM

Total Number of Records		
# CLABSIs	# SSIs	# Procedures
0	0	2

List of Record Errors

Procedure/Event #	Year/Month	Unit Name	Event Type	Procedure Type	Error Type
-	4	-	SSI	HPRO	1 - Month with plan and no denom
3861370	2010M10	-	-	KPRO	Inpatient surgery performed at an outpatient surgery center.

* This alert is intended to be a check-point and does not indicate non-compliance.
- This information is not available for this type of error.

Date Run: 03/15/2012 01:02 PM

Facility_Errors_Report_-_Secure

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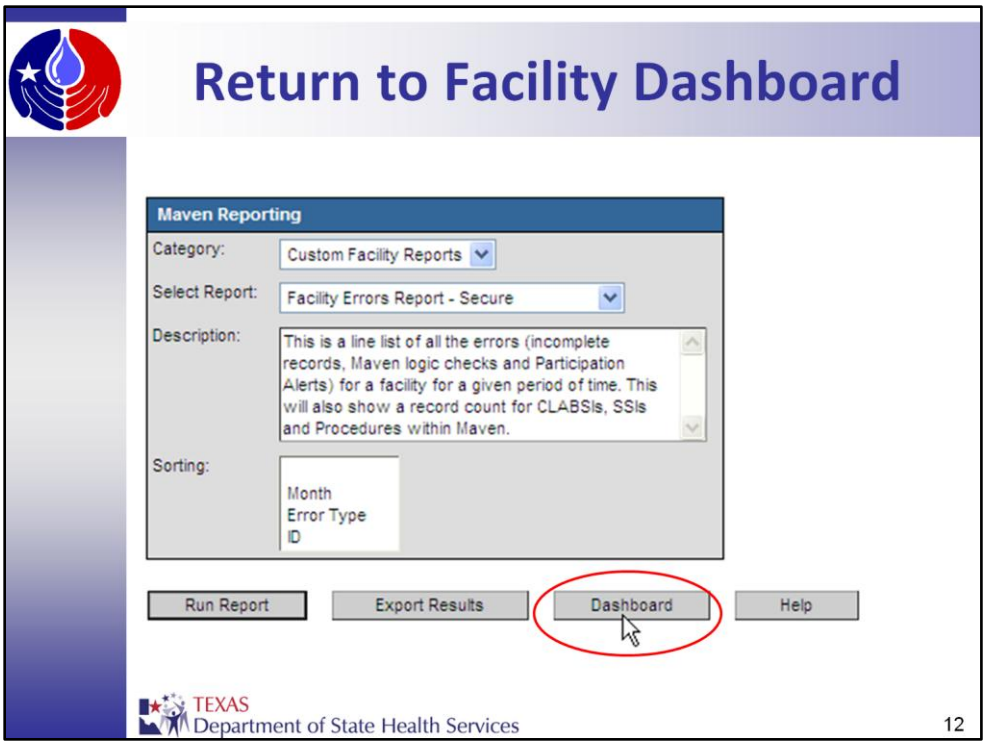
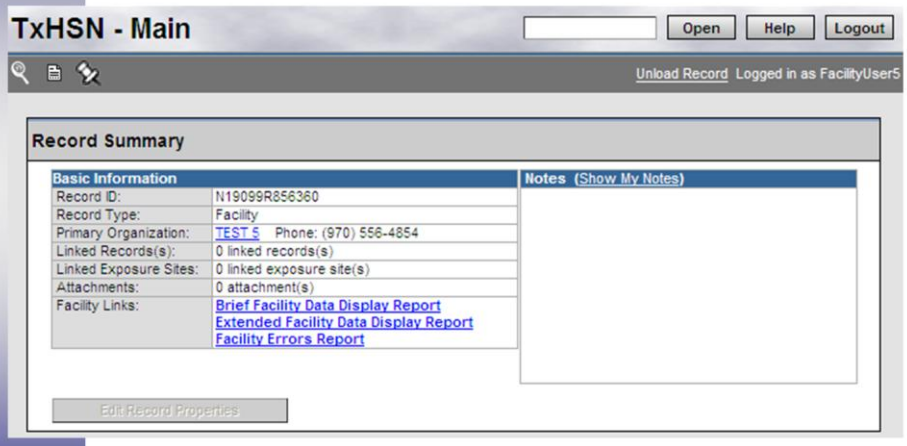
This will bring up the report in an Excel spreadsheet that can be filtered or sorted and saved to your computer.



After running or exporting your report, you can return to the facility Dashboard by clicking on the “Dashboard” button.

Return to Facility Dashboard



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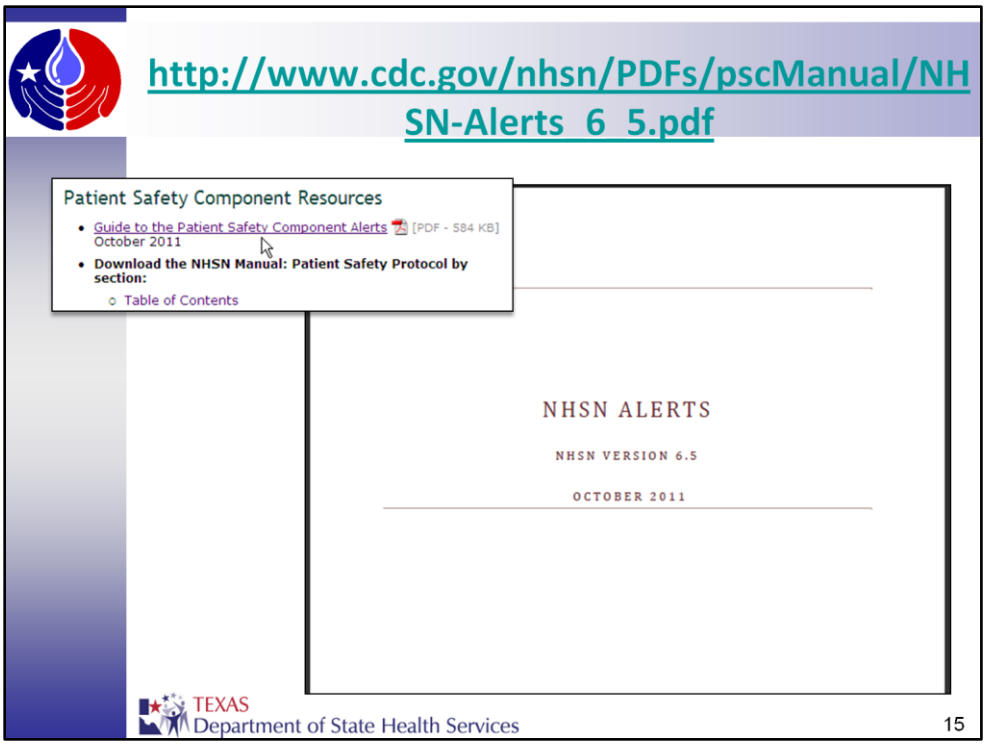
This will bring you back to the dashboard.

→ You can log out of the system from here by clicking the Logout button,
→ or return to the Main page my clicking on the Unload Record link.

As I stated previously, the Errors Report is based on the NHSN Incomplete/Missing list of participation alerts. This list is a recent addition to the NHSN system. It's purpose is to provide a QA check to users to make sure your data is as accurate and complete as possible.



Detailed instructions can be found online in the Guide to Patient Safety Component Alerts. The URL and link is shown here.

NHSN Alerts

- The alerts will appear upon log-in for each user that has access to your facility within NHSN.
- Each alert has its own tab on the alerts screen. Click on each tab to see any records that meet that alert's criteria.
- These alerts are created for in-plan data only.
- If at any time you need to revisit the alerts, you can do so by selecting "Incomplete" beneath Event, Procedure, or Summary Data on the navigation bar.
- When your facility does not have any records that meet the criteria for a specific alert, you will see the message "No incomplete in-plan records found."

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These alerts automatically show up on the landing page in NHSN. There are 7 tabs corresponding to the different alerts. Please note that these alerts will only appear for In Plan data only.

To access the list, if it does not automatically show up on log in to NHSN, you can click 'Incomplete' beneath Event, Procedure or Summary Data from the blue navigation bar on the left.

If your facility does not have any records for an alert, "No incomplete in-plan records found" will appear.

NHSN Alerts

- Incomplete Events (i.e., CLABSIs) – **immediately**
- Missing Events (i.e., CLABSIs) – **immediately**
- Incomplete Summary Data – **immediately**
- Missing Summary Data – **after 30 days**
- Incomplete Procedures – **immediately**
- Missing Procedures – **after 60 days**
- Missing PA Events (i.e., SSIs) – **after 90 days**

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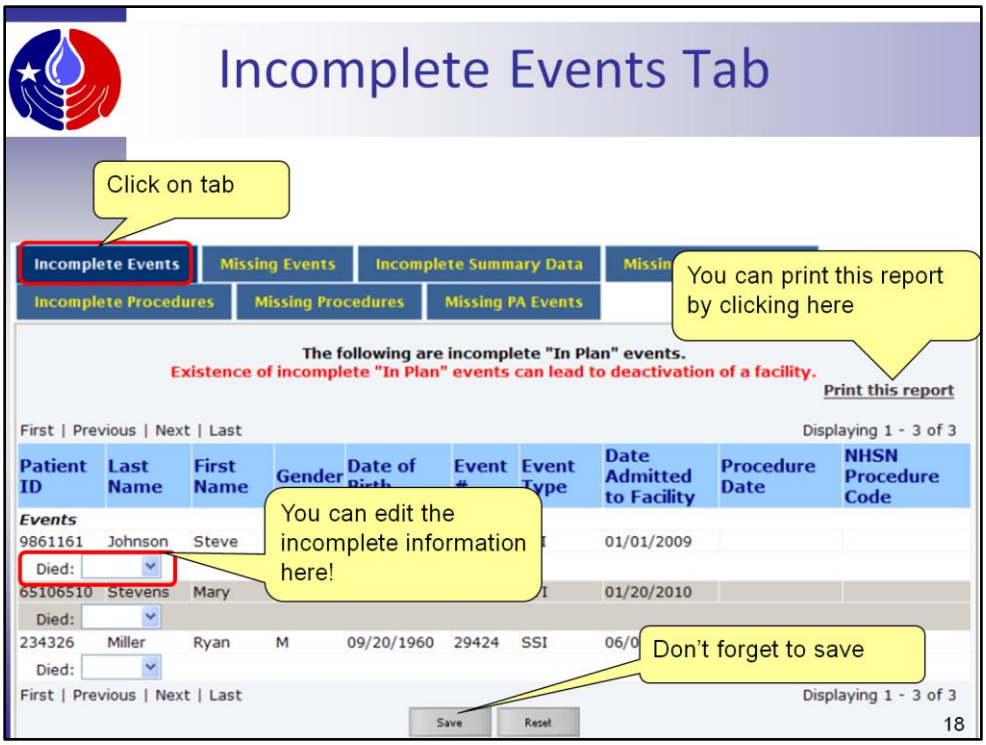
Here is a list showing when records will show up in the various alert tabs. As you can see, some of these show up immediately, others may be up to 90 days after the reporting month, as is the case for missing PA Events.



Incomplete Events are HAIs that you have entered under the "Events" section that have missing data in required fields.

Each incomplete event can be resolved by entering the missing information and clicking Save.

Also, to help you with abstraction of many records, you can print out this report to make abstracting the data easier.

No Events

NHSN - National Healthcare Safety Network | NHSN Home | My Info | Contact us | Help | Log Out

NHSN Home
Reporting Plan
Patient
Event
Procedure
Summary Data
Import/Export
Analysis
Surveys
Users
Facility
Group
Log Out

Logged into NHSN State Users Test Facility #1 (ID 15164) as JVINVARD.
Facility NHSN State Users Test Facility #1 (ID 15164) is following the PS component.

Incomplete/Missing List

Save of Summary Data successful.

Note that data have been provided that is not required as part of the Facility's current plan for this month and year. Please consider expanding the current plan.

Do not show again next logon

Incomplete Events | Missing Events | Incomplete Summary Data | Missing Summary
Incomplete Procedures | Missing Procedures | Missing PA Events

Click link to access Summary Data

(In-plan denominators reported for these locations with no associated eve ... ort

First | Previous | Next | Last Displaying 1 - 10 of 54

Location	CDC Location	Month/Year	Alert Type	Event Type/Pathogen	Summary Data Form Type
3E - ORTHO	IN:ACUTE:WARD:ORT	02/2009	Summary but no events	CLABSI	DA-ICU/Other
3E - ORTHO	IN:ACUTE:WARD:ORT	02/2009	Summary but no events	CAUTI	DA-ICU/Other
3E - ORTHO	IN:ACUTE:WARD:ORT	02/2009	Summary but no events	VAP	DA-ICU/Other
3T - MICU	IN:ACUTE:CC:M	02/2009	Summary but no events	CAUTI	DA-ICU/Other

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Missing Events Alerts occur when you do not report any Device-Associated Infections (for example, CLABSIs) under the “Events” section of NHSN for a given month AND you did not indicate in your Summary data, that you did not have any Events to report.

To access your Summary Data Record, click on the link under Summary Data Form Type. This will take you to the Summary Data Record where you can indicate you had no Events to report for that month.

Entering "No Events"

NHSN - National Healthcare Safety Network | NHSN Home | My Info | Contact us | Help | Log Out

NHSN Home
Reporting Plan
Patient
Event
Procedure
Summary Data
Import/Export
Analysis
Surveys
Users
Facility
Group
Log Out

Logged into NHSN State Users Test Facility #1 (ID 15164) as JVINYARD.
Facility NHSN State Users Test Facility #1 (ID 15164) is following the PS component.

Denominators for Intensive Care Unit (ICU)/ Other locations (not NICU or SCA)

HELP

Mandatory fields marked with *

Print PDF Form

Facility ID*: 15164 (NHSN State Users Test Facility #1)
Location Code*: 3E - ORTHO - ORTHO WARD
Month*: February
Year*: 2009

Total Patient Days*: 300
Central Line Days*: 100
Urinary Catheter Days*: 50
Ventilator Days*: 8

Report No Events
CLABSI:
CAUTI:
VAP:

Custom Fields

Edit | Delete | Back

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This is a screenshot showing the Summary Data Entry page.

→ Click Edit, then indicate that you did not have any CLABSI events by clicking on the box next to CLABSI, under Report No Events.

Incomplete Summary Data

Incomplete/Missing List

☐ Do not show again next logon

Incomplete Events | Missing Events | Incomplete Summary Data | Missing Summary Data

Incomplete Procedures | Missing Procedures | Missing PA Events

The following are incomplete "In Plan" summary data records.

Existence of incomplete "In Plan" summary data records can lead to deactivation of a facility.

Print this report

First | Previous | Next | Last — Displaying 1 - 4 of 4

Summary ID	Summary Data Type	Year	Month	Location Code
2174	ICU	2011	6	ORT
2245	ICU	2011	6	INMEDCC
2204	NICU	2011	5	NICU2/3
2250	MDRO	2011	6	INMEDCC

First | Previous | Next | Last — Displaying 1 - 4 of 4

Click link to update record

Back

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The Incomplete Summary Data Alert will appear for Summary Data Records that are missing required data (such as Patient Days, for example).

To correct this, click on the Summary ID link in the first column of the table to return to that month's summary data record and fill in the missing data. Don't forget to save your record.

Missing Summary Data

NHSN Home
Reporting Plan
Patient
Event
Procedure
Summary Data
Import/Export
Analysis
Surveys
Users
Facility
Group
Log Out

Incomplete/Missing List

Do not show again next logon

Incomplete Events | Missing Events | Incomplete Summary Data | Missing Summary Data
Incomplete Procedures | Missing Procedures | Missing PA Events

(In-plan events reported for these locations with no associated summary data)

Print this r

First | Previous | Next | Last

Displaying 1 -

Module	Location	CDC Location	Month/Year	Alert Type	Event Ty
DA	HEME	IN:ACUTE:SCA:HONC	07/2010	Events but no summary form	CLABSI
DA	ICU	IN:ACUTE:CC:M	07/2010	Events but no summary form	CLABSI
DA	HEME	IN:ACUTE:SCA:HONC	08/2010	Events but no summary form	CLABSI
DA	ICU	IN:ACUTE:CC:M	08/2010	Events but no summary form	CLABSI
DA	MED	IN:ACUTE:WARD:M	08/2010	Events but no summary form	CLABSI
DA	HEME	IN:ACUTE:SCA:HONC	09/2010	Events but no summary form	CLABSI
DA	ICU	IN:ACUTE:CC:M	09/2010	Events but no summary form	CLABSI
MDRO	BURN	IN:ACUTE:CC:B	01/2011	Events but no summary form	LabID (All

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Records show up in the Missing Summary Data Tab when a facility did not create a Summary Data Record for a month & event type that you indicated (in your monthly reporting plan) you would report.

To correct this, add a summary data record by clicking on Summary Data then Add in the navigation bar.

Incomplete Procedures

Incomplete/Missing List

☐ Do not show again next logon

Incomplete Events | Missing Events | Incomplete Summary Data | Missing Summary Data | Incomplete Procedures | Missing Procedures | Missing PA Events

The following are incomplete "In Plan" procedures.
Existence of incomplete "In Plan" procedures can lead to deactivation of a facility.

Print this report

First | Previous | Next | Last

Displaying 1-4 of 4

Patient ID	Last Name	First Name	Gender	Date of Birth	Event #	Event Type	Date Admitted to Facility	Procedure Date	NHSN Procedure Code
555555			F	08/20/1986	29202	PROC		06/03/2011	CSEC
Height: 5 ' 5 " or 1.65 m Weight: 186 lbs or 84.36 kg Duration of Labor (hrs): 0									
555556			F	09/27/1986	29203	PROC			
Height: ' " or m Weight: lbs or kg Duration of Labor (hrs): 0									
555557			F	10/17/1986	29204	PROC		06/09/2011	CSEC
Height: ' " or m Weight: lbs or kg Duration of Labor (hrs): 0									

Enter missing data and save

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The next tab is for Incomplete Procedures.

A Procedure record will show up in this tab if it has missing data in a required field.

Each incomplete procedure can be resolved by entering the missing information on the Incomplete Procedures screen. Once data have been entered, click “Save” and the record will drop from the alerts list. You may print out this report if needed, also.

Missing Procedures

Incomplete/Missing List

Do not show again next logon

Incomplete Events | Missing Events | Incomplete Summary Data | Missing Summary Data | Incomplete Procedures | Missing Procedures | Missing PA Events

Print this report

First | Previous | Next | Last — Displaying 1 - 10 of 43

Month/Year	Procedures	No Procedures Performed
01/2009	SPLE - Spleen surgery	☐
01/2009	THYR - Thyroid and/or parathyroid surgery	☑
01/2009	VHYS - Vaginal hysterectomy	☐
01/2009	VSHN - Ventricular shunt	☑
01/2009	XLAP - Exploratory abdominal surgery	☐
02/2009	AAA - Abdominal aortic aneurysm repair	☐
02/2009	AMP - Limb amputation	☐
02/2009	APPY - Appendix surgery	☑
02/2009	AVSD - AV shunt for dialysis	☐
02/2009	BILI - Bile duct, liver or pancreatic surgery	☑

First | Previous | Next | Last — Displaying 1 - 10 of 43

Save | Reset

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Missing Procedures alerts show up for those procedures you indicated (in your monthly reporting plan) that you would report, but have not. It will show up 60 days after the end of a reporting month, so that you may verify that you indeed did not perform any of the procedures. To do this, click on the box under the “No Procedures Performed” column and then Save.

If you did perform any of these procedures, you are required to enter them into the Procedure Section of NHSN as soon as possible.

Missing PA Events

Incomplete Events | Missing Events | Incomplete Summary Data | Missing Summary Data

Missing Procedures | Missing PA Events

First | Previous | Next | Last

Month/Year	Procedures	SSI	Report No Events
01/2009	COLO - Colon surgery	BOTH - In and outpatient	☐
01/2009	CRAN - Craniotomy	IN - Inpatient	☑
01/2009	CSEC - Cesarean section	BOTH - In and outpatient	☐
01/2009	FUSN - Spinal fusion	BOTH - In and outpatient	☐
01/2009	GAST - Gastric surgery	BOTH - In and outpatient	☐
01/2009	HYST - Abdominal hysterectomy	BOTH - In and outpatient	☐
01/2009	KPRO - Knee prosthesis	BOTH - In and outpatient	☐
01/2009	SB - Small bowel surgery	BOTH - In and outpatient	☐
01/2009	THOR - Thoracic surgery	BOTH - In and outpatient	☑
02/2009	CBGB/CBGC - Coronary artery bypass graft	IN - Inpatient	☐

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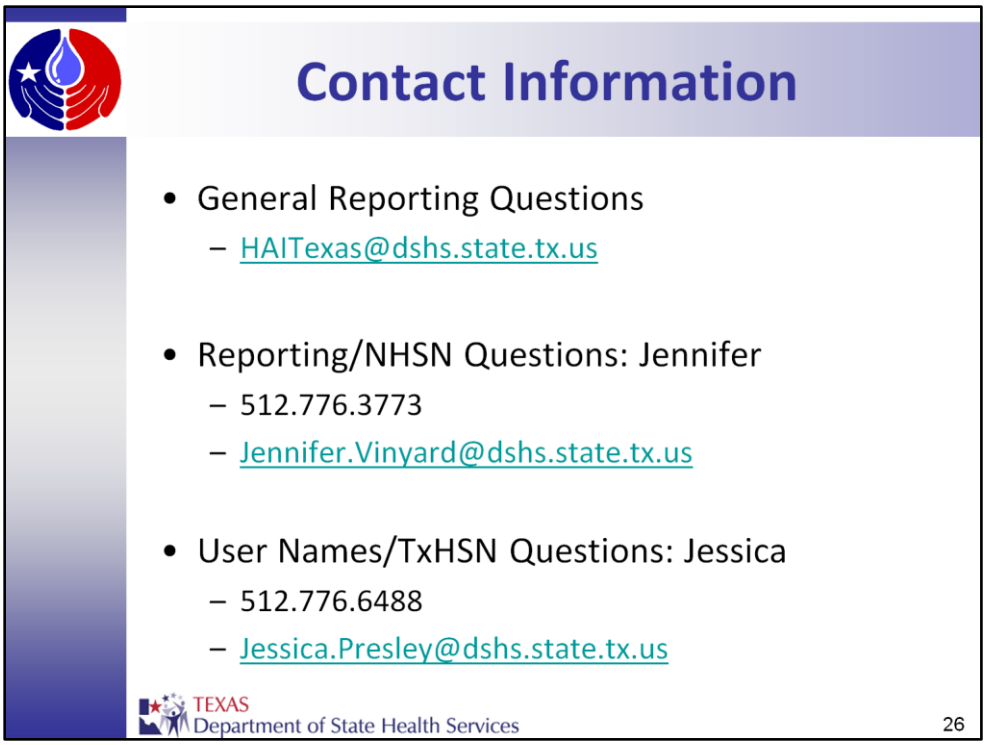
The last alert is for Missing PA Events. This means you have not entered any SSI events into NHSN for a given month.

To indicate you had no SSIs to report, check the appropriate box in the Missing PA Events tab for the type of surgery for the corresponding month/year of your monthly reporting plan. If you did have an SSI that should be reported for a given month, please enter data into the Event Section of NHSN.



That concludes the second presentation in this 4 part series. Please contact us if you have any HAI questions. Our contact information is listed on this last slide.

Thank you for your time.