

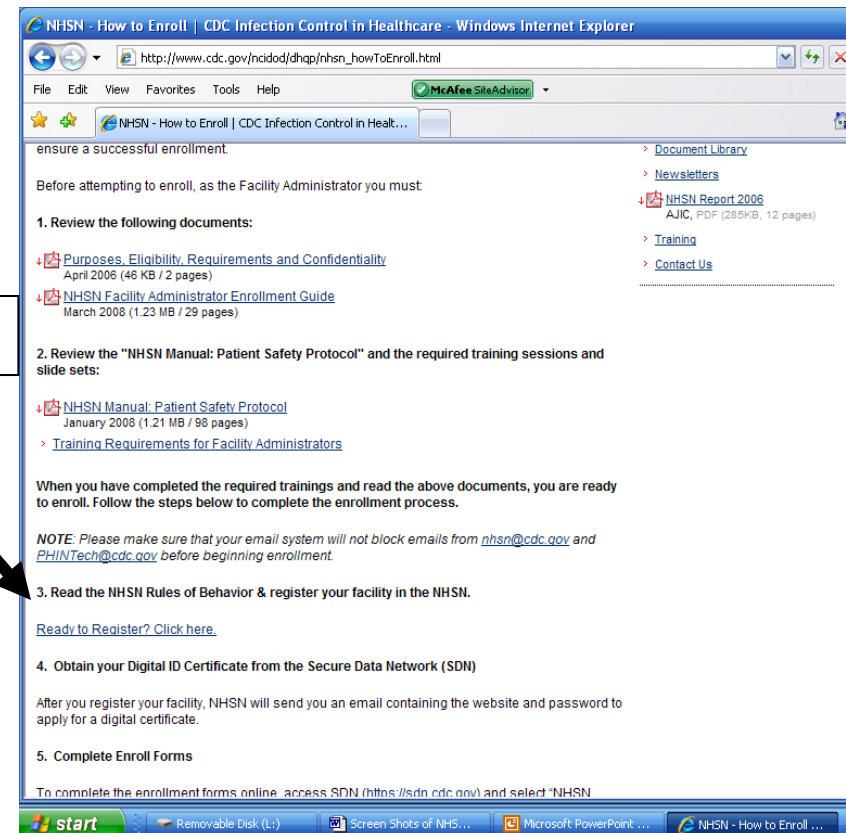
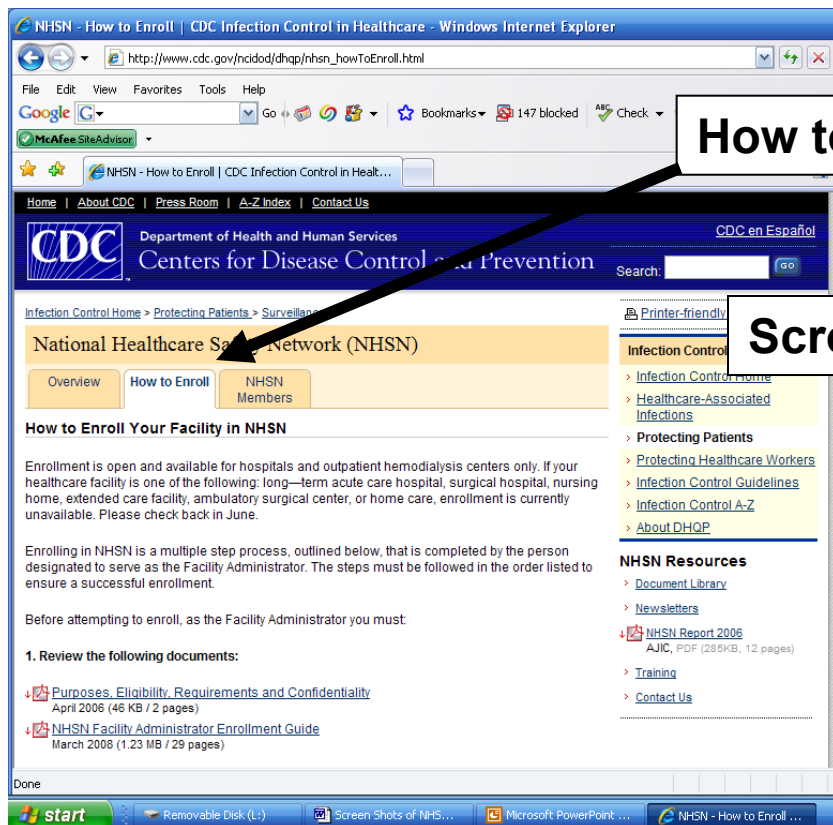
NHSN How To...

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Director, Infection Control Program
University of Chicago Medical Center
President-Elect APIC Chicago Chapter

Conflicts of Interest: Intermittent Infection Control JCR Consultant

Getting Started...

- Complete Web-based training at <http://www.cdc.gov/ncidod/dhqp/nhsn.html> and register facility.



Registration Screens

National Healthcare Safety Network - Windows Internet Explorer

http://www.ncid.cdc.gov/RegistrationForm/index.jsp

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

National Healthcare Safety Network (NHSN)

Facility/Group Administrator Rules of Behavior

In order to participate in the NHSN, you must read and agree to abide by the following rules of behavior for safeguarding the system's security. Scroll through the document below and click on Agree or Do Not Agree button. To print a copy of the rules, click on the Print button.

NHSN, a surveillance system of the Centers for Disease Control and Prevention (CDC), allows participating healthcare facilities to enter data associated with healthcare safety, such as surgical site infections, antimicrobial use and resistance, bloodstream infections, dialysis incidents, and healthcare worker vaccinations. NHSN provides analysis tools that generate reports using the aggregated data (reports about infection rates, national and local comparisons, etc). NHSN also provides links to best practices, guidelines, and lessons learned.

NHSN processes and stores a variety of sensitive data that are provided by healthcare facilities. This information requires protection from unauthorized access, disclosure, or modification based on confidentiality, integrity, and availability requirements. These "Rules of Behavior" apply to all users of the NHSN web-based computer system.

Purpose

Print Version
PDF (67KB/13 pages)

Agree Do Not Agree

WARNING

start Removable Disk (L:) Screen Shot of NHSN... Microsoft PowerPoint... National Healthcare S...

1:21 PM

You must click AGREE to Proceed



National Healthcare Safety Network - Windows Internet Explorer

http://www.ncid.cdc.gov/RegistrationForm/control.do?sessionid=440C3800C0C23F

Home | About CDC | Press Room | Funding | A-Z Index | Centers, Institute & Offices | Training & Employment | Contact Us

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

National Healthcare Safety Network (NHSN)

Registration Form

Please enter the values for the fields listed below and click on the Save button. (*) indicates a required field. For additional information on NHSN Training, please visit the [NHSN Training Website](#).

Registration and Enrollment is open and available for hospitals and select ambulatory care facilities, including acute care hospitals, surgical hospitals, nursing homes, extended care facilities, ambulatory surgical centers, and other health care facilities.

Personal Information

*Last name:

*First name:

Middle name:

*Email address:

Facility Identifier

*Please select a facility identifier:

CMS ID ☐ AHA ID ☐ VA Station Code ☐ None ☐

*Selected identifier ID:

NHSN Training Date

*I certify that I have completed all of the appropriate, required NHSN trainings on:

Reset Save

This Registration form will appear

Enter your name, e-mail, and facility information
*You will need a facility identifier: CMS ID, AHA ID, VA Station Code to complete this...I got my CMS ID from the our Finance Officer...

Once you register you will get the first of MANY e-mails..

The image shows a screenshot of an email titled "NHSN Registration - Message (HTML)". The email is from nhsn@cdc.gov to Sylvia Garcia-Houchins. The body of the email contains the following text:

Welcome! You are now registered in the National Healthcare Safety Network (NHSN).

In order to begin the NHSN enrollment process, you will need to obtain and install a digital certificate onto your computer.

Follow the instructions in the document "NHSN Facility Administrator Enrollment Guide" beginning at Step 3, to obtain and install the digital certificate so that you will be able to access the NHSN application through CDC's Secure Data Network (SDN). This document can be accessed at:
http://www.cdc.gov/ncidod/dhqp/nhsn_documents.html

From the Centers for Disease Control and Prevention - Digital ID Enrollment page, <https://ca.cdc.gov>, you will be prompted for the enrollment password, which is: lcdc_sdn_apply! (Be sure to include the exclamation points and use lower case and underscores.) Follow the onscreen instructions to apply for a digital certificate.

During the process, you will be prompted to select a Program and a Program-specific Activity.

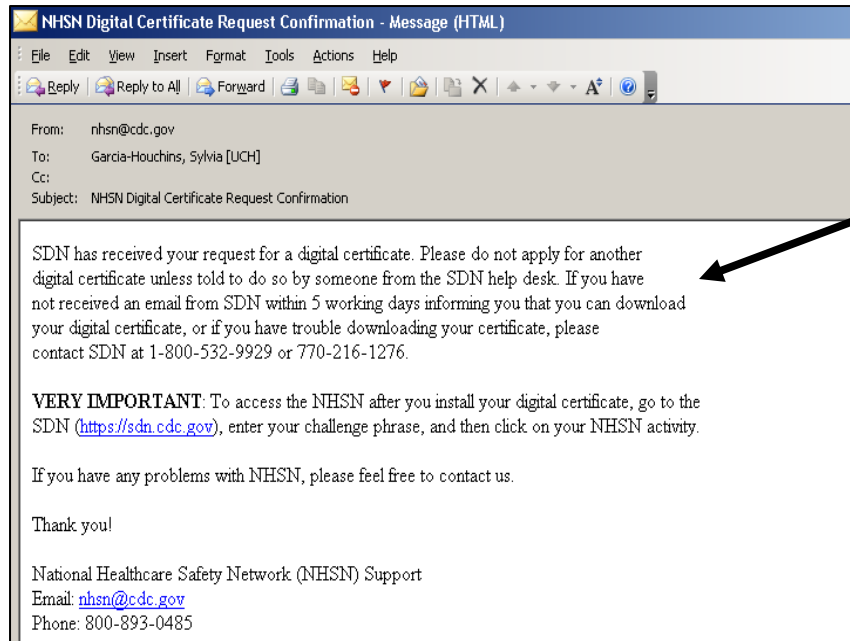
For Program, select: **National Healthcare Safety Network (NHSN)**
For Activity, select: **NHSN Enrollment**

VERY IMPORTANT: After you obtain and install your digital certificate (Step 3 in the NHSN Facility Administrator Enrollment Guide), access the SDN (<https://sdn.cdc.gov>), enter your challenge phrase and select NHSN Enrollment from the list in the upper left corner titled "My Applications". This will launch the NHSN Enroll Facility page. *Be sure*

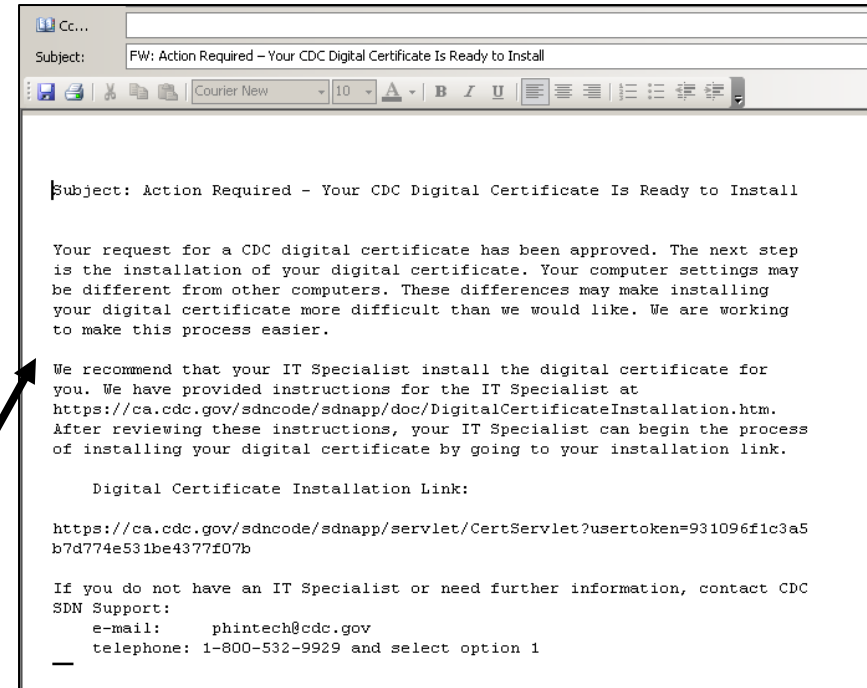
Four callout boxes with arrows pointing to specific parts of the email:

- Once you register you will get the first of MANY e-mails... You MUST carefully read and follow the directions in each e-mail** (points to the first paragraph)
- enrollment password** (points to the password "lcdc_sdn_apply!")
- Program and Program Specific Activity** (points to the "For Program, select: National Healthcare Safety Network (NHSN)" and "For Activity, select: NHSN Enrollment" lines)
- Your "challenge phrase" is the password that you create and will use every time that you log into NHSN (write it down some where safe; do not share it)** (points to the "VERY IMPORTANT" section)

Once apply for your digital certificate ...



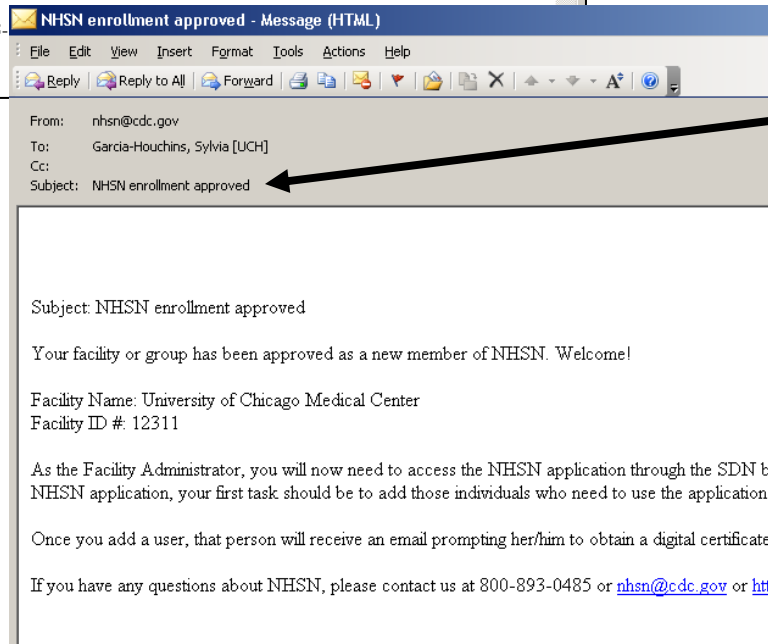
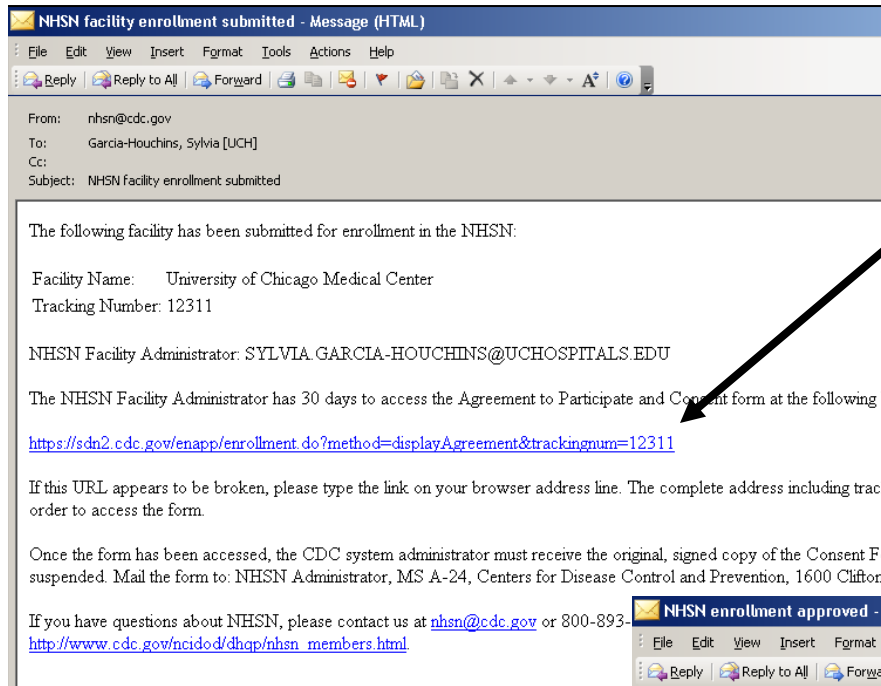
If you do not receive your digital certificate within 5 working days after applying, call SDN (not NHSN) at 1-800-532-9929



If you do not have IT help to install the digital certificate go the NHSN Facility Enrollment Guide http://www.cdc.gov/ncidod/dhqp/pdf/nhsn/NHSN_FacilityAdminEnrollGuide_03_03_2008.pdf There are step by step instructions including screen shots. Need more help? Call SDN Support at 1-800-532-9929

The e-mails keep coming...

This agreement must be signed by the facility administrator (you) and someone from your C-suite and the ORIGINAL mailed to NHSN within 30 days. Keep a copy.



When you have installed your digital certificate and CDC receives your signed facility agreement you are ready to start using NHSN

Getting Started...

- Log into <https://sdn.cdc.gov>
 1. Set of Facility Locations
 2. Set Up Reporting Plan
 3. Enter Events (as they occur)
 4. Enter Summary Date (at the end of every month)
 5. Run Reports (whenever you are ready to use the data you have entered)

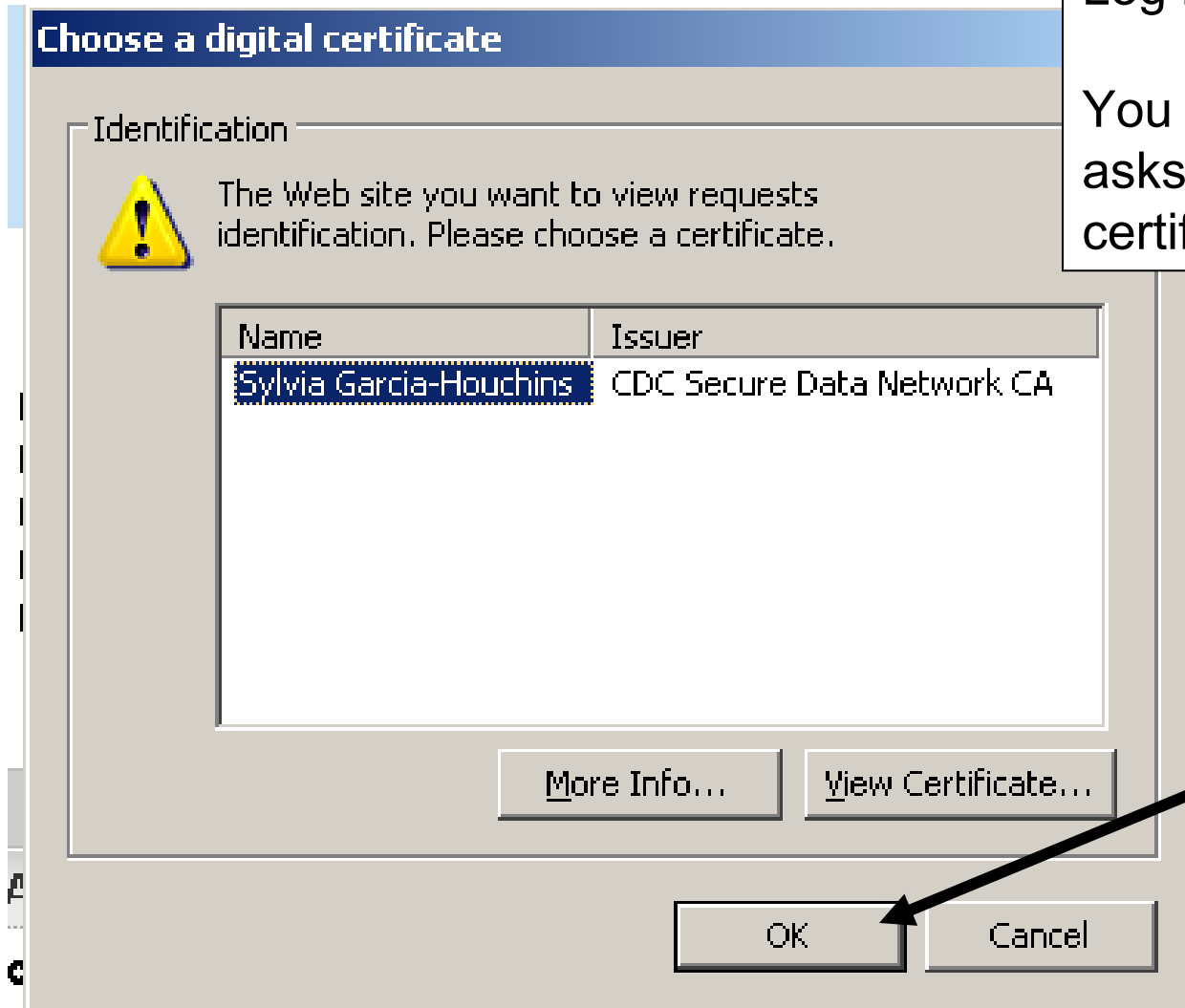
Additional Tasks

- Set up additional users (must be done by the Administrator)
- Join IDPH Group (facility must be set up and running before you can confer rights)

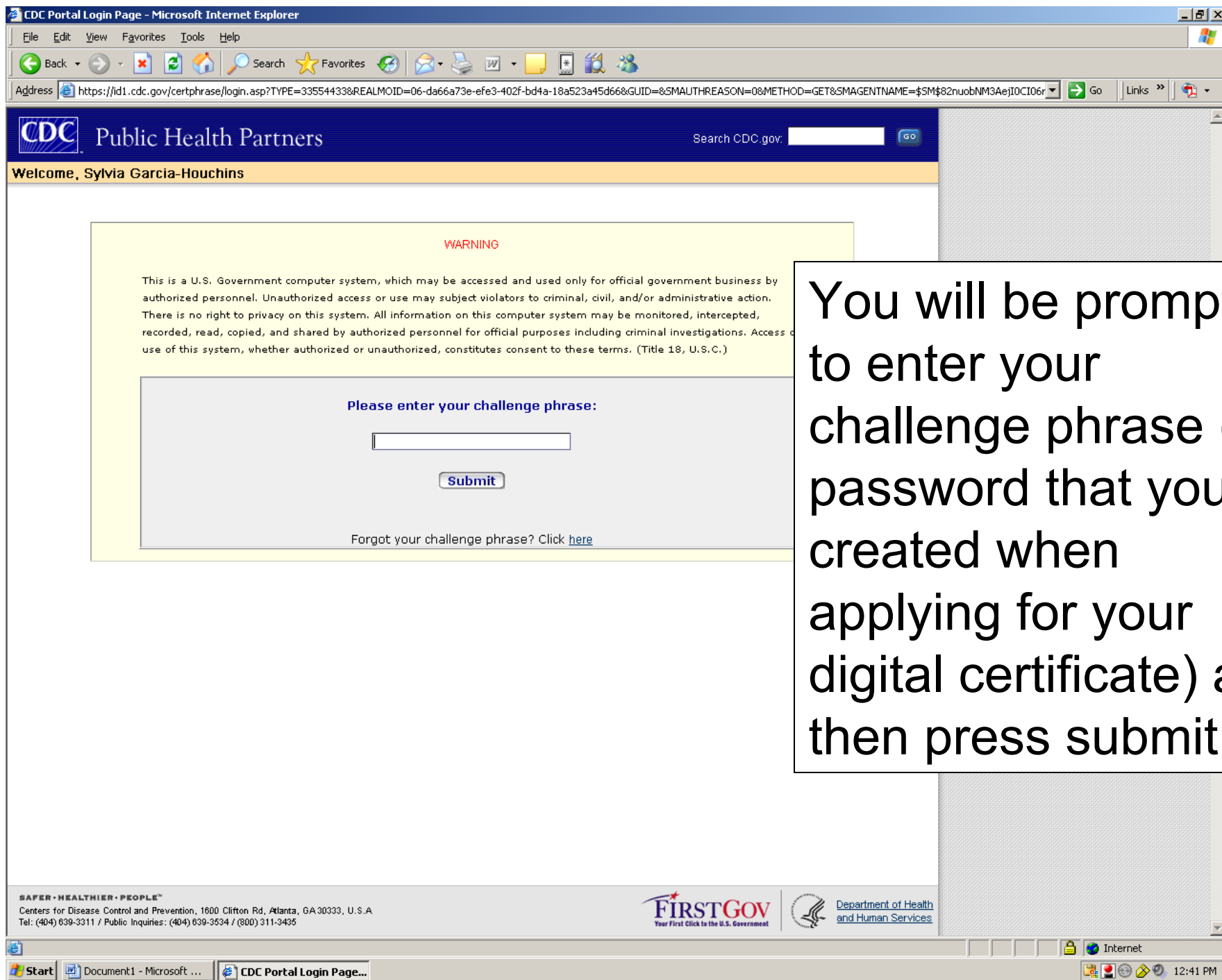
Lets Get Started....

Log into <https://sdn.cdc.gov>

You will see a box pop up that asks you to choose a digital certificate



Click OK



You will be prompted to enter your challenge phrase (aka password that you created when applying for your digital certificate) and then press submit

CDC Public Health Partners - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites

Address https://sdn.cdc.gov/common/pages/activity_list.asp

CDC Public Health Partners

You are logged in as Sylvia Garcia-Houchins

My Applications

National Healthcare Safety Network (NHSN)

- > [NHSN Enrollment](#)
- > [NHSN Reporting](#)
- > [Request Additional Activities](#)

Electronic Reference

Select a database and search term to locate journals.

Database:

Search for:

Search

Morbidity and Mortality Weekly Report

This Week in MMWR October 10, 2008 / Vol. 57 / Recommendations and Reports September 19, 2007

- > Recommendations for Identification and Public Infection
- > [Strategies to Improve External Cause-of-Injury Coding](#)
- > [Department Data Systems: Recommendations Injury Coding](#)

Surveillance Summaries October 3, 2008 / Vol. 57 / No. 39--10 March 21, 2008 / Vol. 57 / No. 39--2

- > [Surveillance for Lyme Disease --- United States, 1992--2006](#)
- > [Youth Risk Behavior Surveillance --- United States, 2007](#)

Emerging Infectious Diseases Journal

Current issue [Volume 14, Number 10--October 10, 2008](#)

Topics include pregnancy and emerging

Preventing Chronic Disease Journal

2008

Volume 5: Issue 4

ISSN: 1545-1151

FOCUS --- THE BROWNSVILLE-MATAMoras

- > [McDonald on the past, present, and future of](#)
- > [Hernandez on using local data to st](#)
- > [Castrucci on cervical cancer screen](#)

The Public Health Partners page will appear

Choose NHSN Reporting by clicking on it... This will bring up the Welcome to NHSN Landing Page with you facility and component already filled in... click submit

NHSN 1.3.5 Landing Page - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites

Address https://sdn7.cdc.gov/nhsn/sdnlogin.do?activity_key=1144

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

NHSN - National Healthcare Safety Network

Welcome to the NHSN Landing Page

Select a facility and component, then click Submit to go to the Home Page.

User: 1 (ID 4055)

Select facility/group from dropdown list:

Select facility within the above group:

Select component:

Submit

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SAFER • HEALTHIER • PEOPLE™

Centers for Disease Control and Prevention, 1600 Clifton Rd, Atlanta, GA 30333, U.S.A
Tel: (404) 639-3311 / Public Inquiries: (404) 639-3534 / (800) 311-3435

FIRSTGOV Your First Click to the U.S. Government

Department of Health and Human Services

Internet

Start Document1 - Microsoft ... CDC Public Health Par...

12:41 PM

NHSN 1.3.5 Home Page - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites RSS Print Mail

Address <https://sdn7.cdc.gov/nhsn/nhsnMain.do> Go Links

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

NHSN - National Healthcare Safety Network | [NHSN Home](#) | [My Info](#) | [Contact us](#) | [Help](#) | [Log Out](#)

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

Logged into University of Chicago Medical Center (ID 12311) as 1.
Facility University of Chicago Medical Center (ID 12311) is following the PS component.

Welcome to the NHSN Home Page.

Use the Navigation bar on the left to access the features of the application.

NHSN maintenance may occur nightly between 12am and 6am Eastern time.

Get Adobe Acrobat Reader for
[Get Adobe Acrobat Reader for](#)

Assurance of Confidentiality: The information obtained in this system, which may include patient information, is confidential and will be held in strict confidence, will be used only for the purposes intended by the user and will be protected in accordance with Sections 304, 306 and 308 of the Public Health Act.

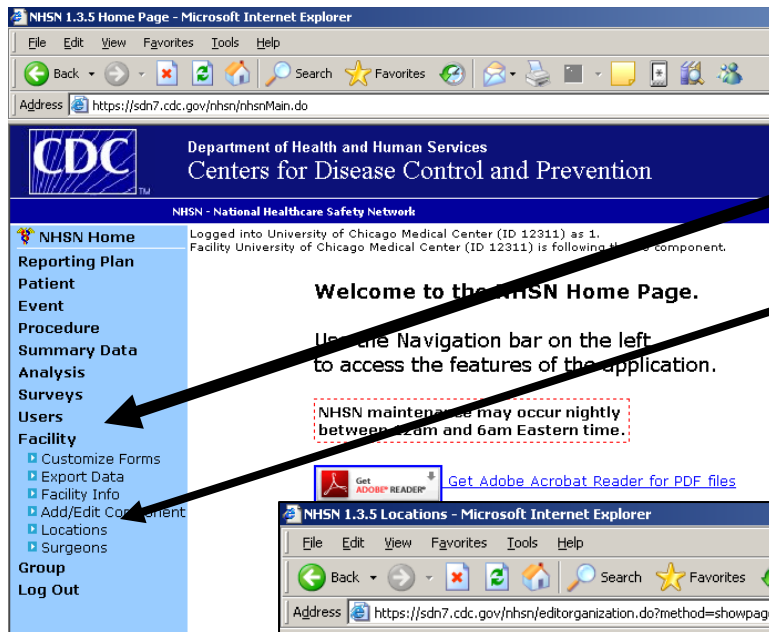
The NHSN Home Page will Open With Navigation Bars on the Left
We will focus on

- Setting up your
 - Facility Locations
 - Setting Up Your Reporting Plan
 - Entering an Event
 - Entering Summary Data
- A Brief Overview of the Analysis Screens
- Setting up other users
- Joining the IDPH Group
- Logout

Done

Start Document1 - Microsoft ... NHSN 1.3.5 Home Pag...

12:42 PM



Setting Up your Facility Locations

1. Click Facility (this will open up 6 choices)

2. Click Locations (next window will open)

Locations

HELP 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*:

Your Label*:

CDC Location Description*:

Status*:

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

Enter your facility specific information and then click add when done

NHSN 1.3.5 Locations - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address: <https://sdn7.cdc.gov/nhsn/editorganization.do>

Reporting Plan
Patient
Event
Procedure
Summary Data
Analysis
Surveys
Users
Facility
 Customize Forms
 Export Data
 Facility Info
 Add/Edit Component
 Locations
 Surgeons
Group
Log Out

Locations

HELP 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*:
 Your Label*:
 CDC Location Description*:
 Status*: Active
 Bed Size: 0 A bed size greater than zero is required for most inpatient locations

Find Add Clear

Location Table

[Display All](#)
 First | Previous | [Next](#) | [Last](#) Displaying 1 - 10 of 13

Delete	Status	Your Code	Your Label	CDC Description	CDC Code	Bed Size
<input type="checkbox"/>	Active	6NW	ADULT BMT UNIT	Bone Marrow Transplant SCA	IN: ACUTE:SCA:BMT	19
<input type="checkbox"/>	Active	CICU	PEDIATRIC CARDIAC ICU	Pediatric Cardiothoracic Critical Care	IN: ACUTE:CC:CT_PED	10
<input type="checkbox"/>	Active	D2ICU	BURN UNIT	Burn Critical Care	IN: ACUTE:CC:B	8
<input type="checkbox"/>	Active	D3IC	NEUROSURGERY	Neurosurgical Critical Care	IN: ACUTE:CC:NS	10
<input type="checkbox"/>	Active	D4IC	SURGICAL ICU	Surgical Critical Care	IN: ACUTE:CC:S	10
<input type="checkbox"/>	Active	D5IC	CARDIOLOGY ICU	Medical Cardiac Critical Care	IN: ACUTE:CC:C	9
<input type="checkbox"/>	Active	D6IC	CARDIAC ICU	Surgical Cardiothoracic Critical Care	IN: ACUTE:CC:CT	10
<input type="checkbox"/>	Active	NICU	NEONATAL ICU	Neonatal Critical Care (Level III)	IN: ACUTE:CC:NURS	48
<input type="checkbox"/>	Active	PICU	PEDIATRIC ICU	Pediatric Medical/Surgical Critical Care	IN: ACUTE:CC:MS_PED	20
<input type="checkbox"/>	Active	PICU/CICU	PEDIATRIC ICU	Pediatric Medical/Surgical Critical Care	IN: ACUTE:CC:MS_PED	30

First | Previous | [Next](#) | [Last](#) Displaying 1 - 10 of 13

https://sdn7.cdc.gov/nhsn/serveTable.do?action=Sort&column=status&isAscending=true&htmlTableDesc=locationList_sort

Start Document1 - Microsoft ... NHSN 1.3.5 Locations ... Internet 12:45 PM

If you want to check on the locations you have entered. Leave the blanks empty and press the find button. All locations for your facility will appear below

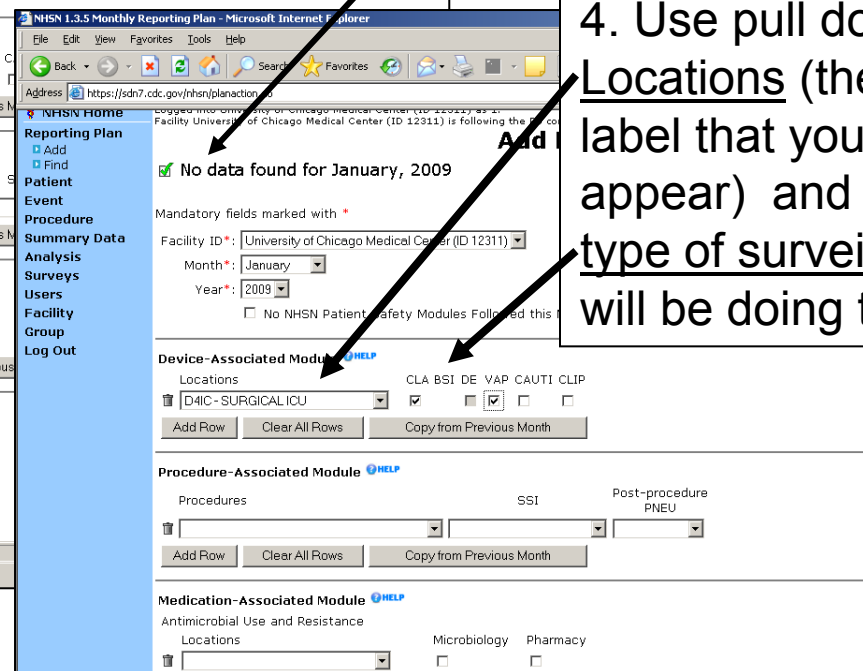
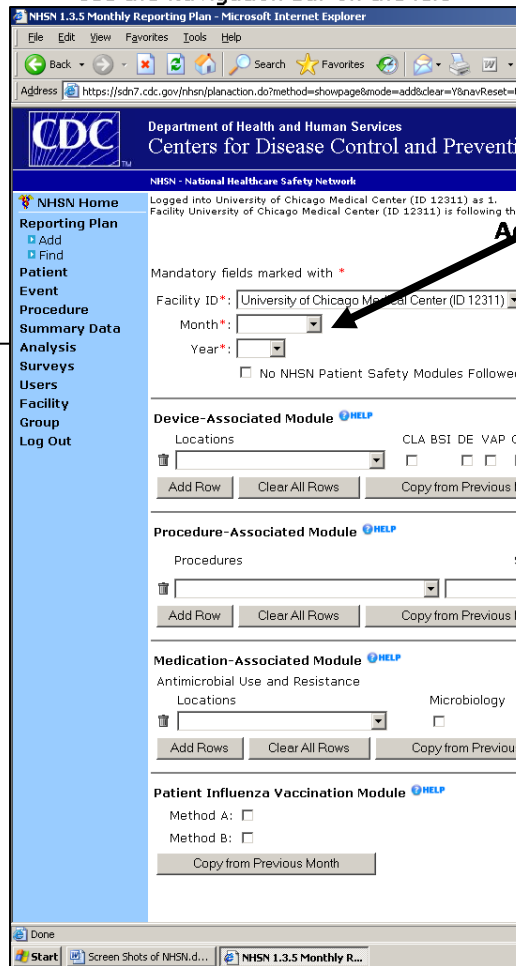
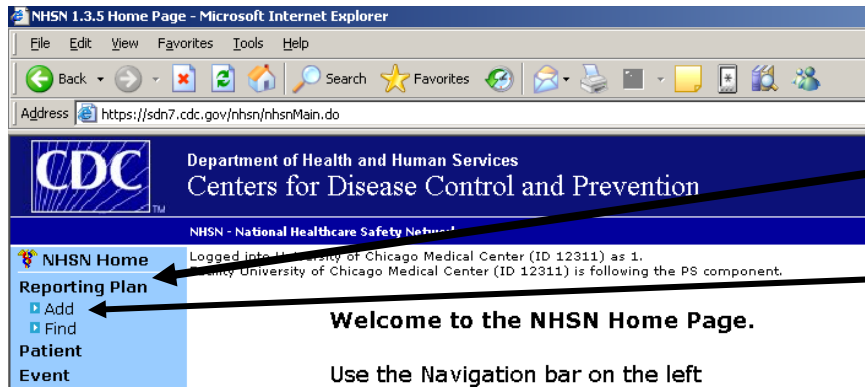
Setting Up your Reporting Plan

1. Click Reporting Plan (2 choices will appear)

2. Click Add (next window will open)

3. Use pull down to enter Month and Year if no plan has been entered for the month/year you enter the screen will say "No data found for..."

4. Use pull down to enter Locations (the code and label that you entered will appear) and then check type of surveillance you will be doing that month



Setting Up your Reporting Plan (cont'd)

NHSN 1.3.5 Monthly Reporting Plan - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address <https://sdr7.cdc.gov/nhsn/planaction.do>

Logged into University of Chicago Medical Center (ID 12311) as 1.
Facility University of Chicago Medical Center (ID 12311) is following the PS component.

Add Monthly Reporting Plan

✓ No data found for January, 2009

Mandatory fields marked with *

Facility ID*:

Month*:

Year*:

☐ No NHSN Patient Safety Modules Followed this Month

Device-Associated Module [HELP](#)

Locations CLA BSI DE VAP CAUTI CLIP

☒ ☐ ☐ ☐ ☐

Add Row Clear All Rows Copy from Previous Month

Procedure-Associated Module [HELP](#)

Procedures SSI Post-procedure PNEU

Add Row Clear All Rows Copy from Previous Month

Medication-Associated Module [HELP](#)

Antimicrobial Use and Resistance Microbiology Pharmacy

Locations ☐ ☐

Add Rows Clear All Rows Copy from Previous Month

Patient Influenza Vaccination Module [HELP](#)

Method A: ☐

Method B: ☐

Copy from Previous Month

Save Back

5. If you have multiple ICUs, click add row and then use pull down to enter next location and type of surveillance you will be doing that month. Continue to add rows until you have entered a plan for all units which you will be monitoring

6. When you are done, click the Save button.

You should get a message that says "Plan created successfully."

NHSN 1.3.5 Monthly Reporting Plan

File Edit View Favorites Tools Help

Address <https://sdr7.cdc.gov/nhsn/planaction.do>

Logged into University of Chicago Medical Center (ID 12311) as 1.
Facility University of Chicago Medical Center (ID 12311) is following the PS component.

Add Monthly Reporting Plan

✓ Plan created successfully.

Mandatory fields marked with *

Facility ID*:

Month*:

Year*:

☐ No NHSN Patient Safety Modules Followed this Month

Device-Associated Module [HELP](#)

Locations CLA BSI DE VAP CAUTI CLIP

☐ ☐ ☐ ☐

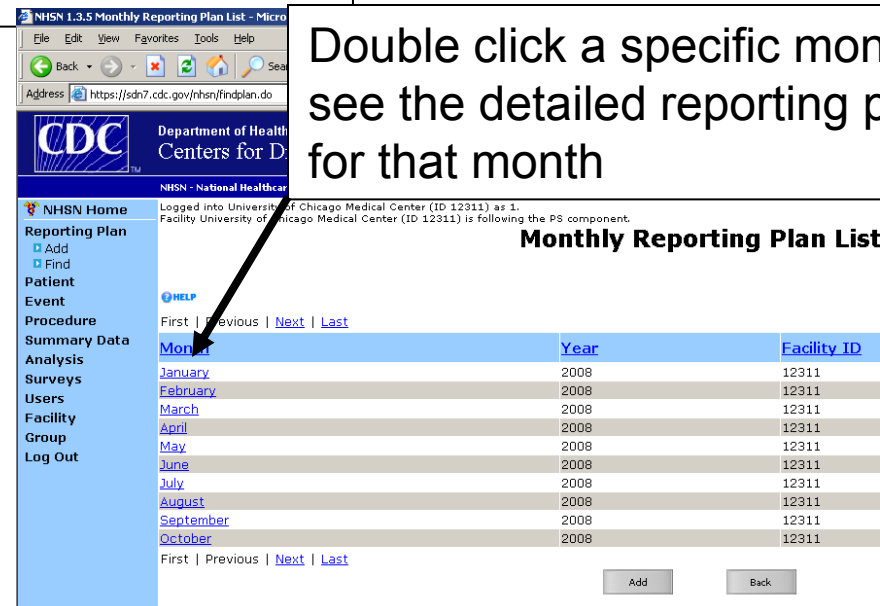
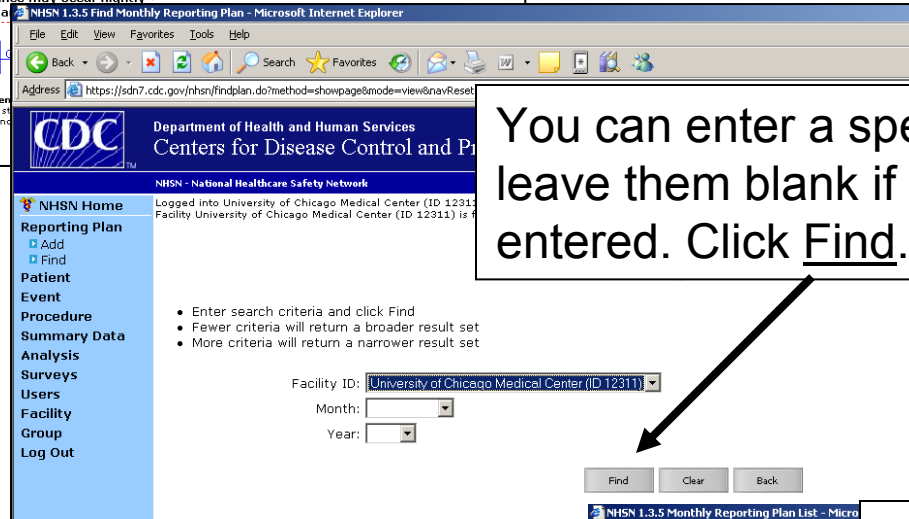
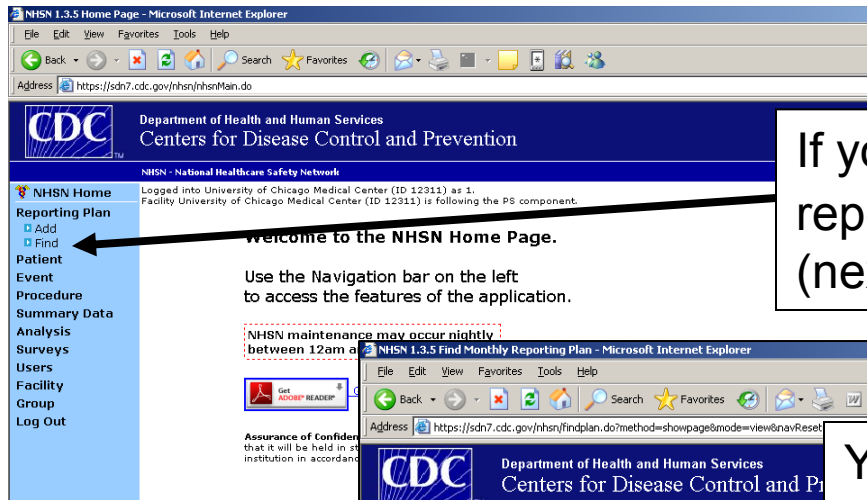
Add Row Clear All Rows Copy from Previous Month

Monitoring your Reporting Plan

If you want to verify that you have entered reporting plans for all of your units. Click Find. (next window will open)

You can enter a specific month and year or leave them blank if you want to see all plans entered. Click Find.

Double click a specific month to see the detailed reporting plan for that month



Monitoring your Reporting Plan (cont'd)

NHSN 1.3.5 Monthly Reporting Plan - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Mail Downloads

Address <https://sdn7.cdc.gov/nhsn/planaction.do?method=find&mode=view&orgid=12311&month=1&year=2008>

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Centers for Disease Control and Prevention

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

Logged into University of Chicago Medical Center (ID 12311) as 1.
Facility University of Chicago Medical Center (ID 12311) is following the PS component.

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

Mandatory fields m...
Facility ID* Unive...
Month* Janua...
Year* 2008

Device-Associate
Locations
D2ICU - BURN UN...
D3IC - NEUROSUI...
D4IC - SURGICAL...
D5IC - CARDIOLC...
D6IC - CARDIAC...
T6IC - MEDICAL...
PICU/CICU - PED...
NICU - NEONATA...
6NW - ADULT BM...
T6NE - 6NE ONC...
T6SW - 6SW ON...

Procedure-Assoc
Procedures
CARD - Cardiac s...
CBGB/CBGC - Cor...
COLO - Colon su...
GAST - Gastric s...
HPRO - Hip prost...
KPRO - Knee pros...
PVBY - Periphera...
SB - Small bowel...
HYST - Abdomina...
VHYS - Vaginal hysterectomy

Medication-Associated Module [HELP](#)

View Monthly Reporting Plan

https://sdn7.cdc.gov/nhsn/planaction.do?method=printPdfForm&inputFile=psreportplan_noMDRO - Microsof...

Comment & Markup Sign Forms

This document contains interactive form fields. ☐ Highlight fields

Print PDF Form

Patient Safety Monthly Reporting Plan

Facility ID# 12311 Month/Year 1 / 2008
☐ No NHSN Patient Safety Modules Followed this Month

Device-Associated Module

Locations	CLA BSI	DE	VAP	CAUTI	CLIP
BURN UNIT	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
NEUROSURGERY	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
NEUROLOGICAL ICU	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CARDIOLOGY ICU	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CARDIAC ICU	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MEDICAL ICU	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PEDIATRIC ICU	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
NEONATAL ICU	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ADULT BURN UNIT	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HEMATOLOGY	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Procedure-Associated Module

Procedures	SSI Incision	Post procedure PFIU
CARD - Cardiac surgery	<input type="checkbox"/>	<input type="checkbox"/>
CBGB/CBGC	<input type="checkbox"/>	<input type="checkbox"/>
COLO - Colon surgery	<input type="checkbox"/>	<input type="checkbox"/>
GAST - Gastric surgery	<input type="checkbox"/>	<input type="checkbox"/>
HPRO - Hip prost	<input type="checkbox"/>	<input type="checkbox"/>
KPRO - Knee prost	<input type="checkbox"/>	<input type="checkbox"/>
PVBY - Peripheral	<input type="checkbox"/>	<input type="checkbox"/>
SB - Small bowel	<input type="checkbox"/>	<input type="checkbox"/>
HYST - Abdominal	<input type="checkbox"/>	<input type="checkbox"/>
VHYS - Vaginal hysterectomy	<input type="checkbox"/>	<input type="checkbox"/>

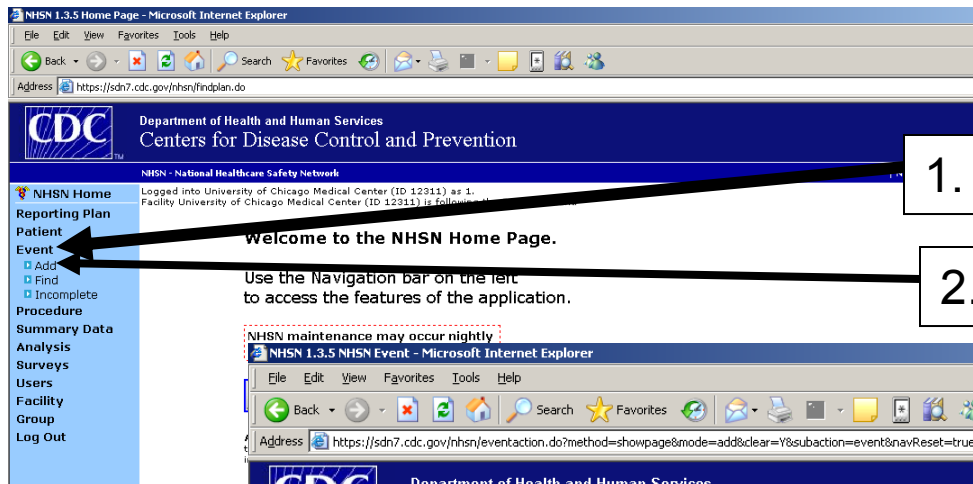
Medication-Associated Module

Locations	Microbiology	Pharmacy
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>

1 of 2

Unknown Zone

You will see the specific reporting plan for each unit. If you would like to print the plan click Print PDF Form



Add an Event (a case of CLBSI)

1. Click Event (3 choices will appear)

2. Click Add (next window will open)

NHSN maintenance may occur nightly

NHSN 1.3.5 NHSN Event - Microsoft Internet Explorer

Address: https://sdn7.cdc.gov/nhsn/eventaction.do?method=showpage&mode=add&clear=Y&subaction=event&navReset=true¤tmenu=menu_ps_evt_add

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

NHSN - National Healthcare Safety Network

Logged into University of Chicago Medical Center (ID 12311) as 1.
Facility University of Chicago Medical Center (ID 12311) is following the PS component.

Add Event

Mandatory fields marked with *
Fields required for record completion marked with **
Fields required when in Plan marked with >

[Print PDF Form](#)

Patient Information [HELP](#)

Facility ID*: Event #: 1294394

Patient ID*: Find Find Events for Patient

Social Security #:

Last Name:

Middle Name:

Gender*:

Date of Birth*:

Ethnicity:

Race: ☐ American Indian/Alaska Native ☐ Asian
☐ Black or African American ☐ Native Hawaiian/Other Pacific Islander
☐ White

Event Information [HELP](#)

Event Type*: Date of Event*:

Post-procedure:

Location*:

Date Admitted to Facility:

Risk Factors

Event Details

Pathogens

The highlighted boxes MUST be completed. When you enter the event type additional optional and mandatory boxes will appear in the Risk Factors, Event Details, and Pathogens Sections

Adding an Event (a case of CLBSI- cont'd)

1. Enter Patient ID: This is a unique facility tracking number of your choice (I suggest using Medical Record Number)

2. Press Find button

If Patient ID has already been entered into NHSN system, the system will fill in "patient information"

If the Patient ID has never been entered into the NHSN system you will get following message click "OK".

NHSN 1.3.5 NHSN Event - Microsoft Internet Explorer

Address: https://sdn7.cdc.gov/nhsn/eventaction.do?method=showpage&mode=add&clear=Y&subaction=event&nav=Reset=true¤tmenu=menu_ps_evt_add

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

NHSN - National Healthcare Safety Network

Logged into University of Chicago Medical Center (ID 12311) as 1.
Facility University of Chicago Medical Center (ID 12311) is following the PS component.

Add Event

Mandatory fields marked with *
Fields required for record completion marked with **
Fields required when in Plan marked with >

Patient Information [HELP](#)

Facility ID*: University of Chicago Medical Center (ID 12311)

Event #: 1294394

Patient ID*: 400069 [Find](#) [Find Events for Patient](#)

Social Security #:

Last Name:

Middle Name:

Gender*:

Ethnicity:

Race: ☐ American Indian/Alaska Native ☐ Asian
☐ Black or African American ☐ Native Hawaiian/Other Pacific Islander
☐ White

Event Information [HELP](#)

Event Type*:

Date of Event*:

Post-procedure:

Location*:

Event - Microsoft Internet Explorer

Address: https://sdn7.cdc.gov/nhsn/eventaction.do

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

NHSN - National Healthcare Safety Network

Logged into University of Chicago Medical Center (ID 12311) as 1.
Facility University of Chicago Medical Center (ID 12311) is following the PS component.

Add Event

Mandatory fields marked with *
Fields required for record completion marked with **
Fields required when in Plan marked with >

Patient Information [HELP](#)

Facility ID*: University of Chicago Medical Center (ID 12311)

Event #: 1294416

Patient ID*: 400069 [Find](#) [Find Events for Patient](#)

Social Security #:

Last Name: Jones

Middle Name:

Gender*: M - Male

Ethnicity: NOHISP - Not Hispanic or Not Latino

Race: ☐ American Indian/Alaska Native ☐ Asian
☒ Black or African American ☐ Native Hawaiian/Other Pacific Islander
☐ White

Secondary ID:

First Name: John

Date of Birth: 07/15/1965

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

NHSN - National Healthcare Safety Network

Logged into University of Chicago Medical Center (ID 12311) as 1.
Facility University of Chicago Medical Center (ID 12311) is following the PS component.

Add Event

Mandatory fields marked with *
Fields required for record completion marked with **
Fields required when in Plan marked with >

Patient Information [HELP](#)

Facility ID*: University of Chicago Medical Center (ID 12311)

Event #: 1294416

Patient ID*: 1918571 [Find](#) [Find Events for Patient](#)

Social Security #:

Last Name:

Middle Name:

Gender*:

Ethnicity:

Race: ☐ American Indian/Alaska Native ☐ Asian
☐ Black or African American ☐ Native Hawaiian/Other Pacific Islander
☐ White

Microsoft Internet Explorer

Could not find Patient.
You can directly enter a new Patient from this screen.

OK

Add an Event (a case of CLBSI- cont'd)

NHSN 1.3.5 NHSN Event - Microsoft Internet Explorer

Address: https://hcn7.cdc.gov/nhsn/eventaction.do

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

NHSN - National Healthcare Safety Network

Logged into University of Chicago Medical Center (ID 12311) as 1.
Facility University of Chicago Medical Center (ID 12311) is following the PS component.

Add Event

Mandatory fields marked with *
Fields required for record completion marked with **
Fields required when in Plan marked with >

Print PDF Form

Patient Information

Facility ID*: University of Chicago Medical Center (ID 12311)
Patient ID*: 400069 Find Find Events for Patient
Social Security #:
Last Name: Jones
Middle Name:
Gender*: M - Male
Ethnicity: NOHISP - Not Hispanic or Not Latino
Race: ☐ American Indian/Alaska Native ☐ Asian
☒ Black or African American ☐ Native Hawaiian/Other
☐ White
Event #: 1294416
Secondary ID:
First Name: John

Event Information

Event Type*: BSI - Bloodstream Infection Date of Event*:
Post-procedure:
Location*:
Date Admitted to Facility*: 07/14/2008

Risk Factors

Central line*: Y - Yes
Location of Device Insertion: D4IC - SURGICAL ICU
Date of Device Insertion: 07/14/2008

Event Details

Specific Event*: LCBI - Laboratory confirmed bloodstream infection
Specify Criteria Used*:
Signs & Symptoms (check all that apply)
Any patient ☒ Fever ☐ Fever
☒ Chills ☐ Hypothermia
☐ Hypotension ☐ Apnea
☐ Bradycardia
Laboratory (check one)
☐ Recognized pathogen from one or more blood cultures
☒ Common skin contaminant from >=2 blood cultures
☐ Blood culture not done or no organisms detected in blood
Clinical Diagnosis
☐ Physician institutes appropriate antimicrobial therapy
Died*:
Discharge Date: 07/14/2008
Pathogens Identified: Y

Pathogens

Pathogen 1: Search
Pathogen 2: Search
Pathogen 3: Search

Use pull down arrow to enter event type: BSI: Bloodstream Infection
When you do this subsequent boxes for data entry will appear.
You must enter data for any box with a red asterisk.

The record is saved as incomplete until you enter whether or not the patient died

Use pull down arrows when provided.

Pathogens Identified: Y

Pathogens

Pathogen 1: SA - Staphylococcus aureus Search
Pathogen 2: RICTS - Rickettsia tsutsugamushi Search
Pathogen 3: RICTY - Rickettsia typhi Search
ROCHE - Rochalimaea henselae
ROCOU - Rochalimaea quintana
ROCVI - Rochalimaea vinsonii
ROTA - Rotavirus
ROTDE - Rothia dentocariosa
ROTSP - Rothia species unspecified
RSV - Respiratory Syncytial virus
RUBEL - Togavirus Rubella
SA - Staphylococcus aureus
Custom Field
Comments

Add an Event (a case of CLBSI- cont'd)

Once you enter a pathogen name; the appropriate antibiotic susceptibility panel will appear. **You must enter data for every antibiotic.**

NHSN 1.3.5 NHSN Event - Microsoft Internet Explorer

Pathogens **HELP**

Pathogen 1: SA - Staphylococcus aureus Search 11 drugs required

Drug	Result
CEFOX - Cefoxitin	
CLIND - Clindamycin	
CLIND - Clindamycin	
DIAPTO - Daptomycin	
ERYTH - Erythromycin	
GENT - Gentamicin	
LNZ - Linezolid	
OX - Oxacillin	
QUIDAL - Quinupristin/dalfopristin	
RIF - Rifampin	
TMZ - Trimethoprim/sulfamethoxazole	
VANC - Vancomycin	

Add Row

Pathogen 2: Search

Pathogen 3: Search

Hint: It is easier to first use the arrow to select each antibiotic in the list...

Pathogen 1: SA - Staphylococcus aureus Search 11 drugs required

Drug	Result
CEFOX - Cefoxitin	
CLIND - Clindamycin	S - Susceptible I - Intermediate R - Resistant N - Not Tested
DIAPTO - Daptomycin	
ERYTH - Erythromycin	
GENT - Gentamicin	
LNZ - Linezolid	
OX - Oxacillin	
QUIDAL - Quinupristin/dalfopristin	
RIF - Rifampin	
TMZ - Trimethoprim/sulfamethoxazole	
VANC - Vancomycin	

Add Row

Pathogen 2: Search

...and then enter the susceptibility result or enter not tested

If you want to report additional antibiotics tested you can add rows; it is not required that you report all antibiotics tested

Add an Event (a case of CLBSI- cont'd)

NHSN 1.3.5 NHSN Event - Microsoft Internet Explorer

Pathogens Identified: Y

Pathogens [HELP](#)

Pathogen 1: SA - *Staphylococcus aureus* Search 11 drugs required

Drug	Result
CEFOX - Cefoxitin	S - Susceptible
CLIND - Clindamycin	S - Susceptible
DAPTO - Daptomycin	S - Susceptible
ERYTH - Erythromycin	S - Susceptible
GENT - Gentamicin	N - Not Tested
LNZ - Linezolid	S - Susceptible
OX - Oxacillin	S - Susceptible
QUIDAL - Quinupristin/dalfopristin	R - Resistant
RIF - Rifampin	R - Resistant
TMZ - Trimethoprim/sulfamethoxazole	I - Intermediate
VANC - Vancomycin	I - Intermediate

Add Row

Pathogen 2: Search

Pathogen 3: Search

Custom Field

Comments

Save Back

Each organism isolated from blood for this event must be entered. For example, if *S. aureus* and *Acinetobacter baumannii* are isolated, both organisms should be entered.

Once data entry is complete, click SAVE

An Event number is created and the record is complete or incomplete. If outcome (died: yes or no) is not completed the record will be incomplete.

Event - Microsoft Internet Explorer

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

NHSN - National Healthcare Safety Network

Logged into University of Chicago Medical Center (ID 12311) as 1.
Facility University of Chicago Medical Center (ID 12311) is following the PS component.

Add Event

☒ Event 1294517 created successfully. Record is complete.

Mandatory fields marked with *
Fields required for record completion marked with **
Fields required when in Plan marked with >

[Print PDF Form](#)

Patient Information [HELP](#)

Facility ID*: University of Chicago Medical Center (ID 12311)

Patient ID*: Find Find Events for Patient

Social Security #:

Last Name:

Middle Name:

Event #: 1294552

Secondary ID:

First Name:

Microsoft Internet Explorer

This is a duplicate event. Do you want to continue?

OK Cancel

Note if the same patient has two episodes of CLBSI, this message will occur before you are allowed to save the second event.

NHSN 1.3.5 NHSN Find Event - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address https://sdn7.cdc.gov/nhsn/find-event.do?method=showpage&mode=view&clear=Y&subaction=event&navReset=true¤tmenu=menu_ps_e

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

NHSN - National Healthcare Safety Network

Logged into University of Chicago Medical Center (ID 12311) as 1.
Facility University of Chicago Medical Center (ID 12311) is following the PS component.

Find Event

[HELP](#)

- Enter search criteria and click Find
- Fewer criteria will return a broader result set
- More criteria will return a narrower result set

Event Information

Facility ID:

Event #:

Event Type:

Location:

Date of Event: To:

Patient Information

Patient ID:

Last Name:

First Name:

Social Security #:

Secondary ID:

General Information

Completion Status:

If you want to verify that you have entered an event you can enter any field and then click find.

NHSN Event - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address <https://sdn7.cdc.gov/nhsn/eventaction.do>

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NHSN - National Healthcare Safety Network

Logged into University of Chicago Medical Center (ID 12311) as 1.
Facility University of Chicago Medical Center (ID 12311) is following the PS component.

View Event

[HELP](#)

[Print PDF Form](#)

Mandatory fields marked with *

Fields required for record completion marked with **

Fields required when in Plan marked with >

Patient Information [HELP](#)

Facility ID*: University of Chicago Medical Center (12311)

Patient ID*: 4005986

Social Security #:

Last Name: Houchins

Middle Name:

Gender*: F - Female

Ethnicity:

Race:

Event #: 1294517

Secondary ID:

First Name: Sylvia

Date of Birth*: 07/01/1982

Event Information [HELP](#)

Event Type*: BSI - Bloodstream Infection

Date of Event*: 10/10/2008

Post-procedure:

Location*: D4IC - SURGICAL ICU

Date Admitted to Facility*: 10/01/2008

Risk Factors [HELP](#)

Central line*: Y - Yes

Location of Device: D4IC - SURGICAL ICU

Insertion:

Date of Device Insertion: 10/02/2008

Event Details [HELP](#)

Specific Event*: LCB1 - Laboratory confirmed bloodstream infection

Specify Criteria Used*

Signs & Symptoms (check all that apply)

☒ Any patient ☐ <=1 year old ☐ Fever

Laboratory (check one)

☒ Recognized pathogen from one or more blood cultures

☐ Common skin contaminant from >=2 blood cultures

If you enter an Event #, Patient ID, or Name the event screen will open and can be printed as a PDF

NHSN 1.3.5 NHSN Event List - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address <https://sdn7.cdc.gov/nhsn/findevent.do>

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

NHSN - National Healthcare Safety Network

NHSN Home
Logged into University of Chicago Medical Center (ID 12311) as 1.
Facility University of Chicago Medical Center (ID 12311) is following the PS component

Reporting Plan
Patient
Event
Add
Find
Incomplete
Procedure
Summary Data
Analysis
Surveys
Users
Facility
Group
Log Out

HELP

First | Previous | [Next](#) | [Last](#)

Displaying 1 - 10 of 75

Delete	Facility ID	Event #	Event Type	Event Date	Last Name	First Name	Location	Patient ID	Social Security #	Secondary ID	Completion Status	Linked Events
<input type="checkbox"/>	12311	831650	BSI	01/26/2008	Ru	Wi	CARDIAC ICU (D6IC)	29	41		Y	
<input type="checkbox"/>	12311	831651	BSI	01/09/2008	Co	Jes	PEDIATRIC ICU (PICU/CICU)	29	21		Y	
<input type="checkbox"/>	12311	851976	BSI	01/12/2008	Br	Jay	NEONATAL ICU (NICU)	29	51		Y	
<input type="checkbox"/>	12311	852354	BSI	01/15/2008	Or	Te	NEONATAL ICU (NICU)	29	80		Y	
<input type="checkbox"/>	12311	852375	BSI	01/19/2008	Ro	Jan	NEONATAL ICU (NICU)	29	36		Y	
<input type="checkbox"/>	12311	852402	BSI	01/27/2008	Ga	Jay	NEONATAL ICU (NICU)	29	37		Y	
<input type="checkbox"/>	12311	869041	PNEU	01/03/2008	Jo	Le	MEDICAL ICU (T6IC)	84	8		Y	
<input type="checkbox"/>	12311	869097	PNEU	01/04/2008	Bl	Ke	CARDIAC ICU (D6IC)	29	33		Y	
<input type="checkbox"/>	12311	879630	PNEU	01/25/2008	Co	Mid	BURN UNIT (D2ICU)	34	9		Y	
<input type="checkbox"/>	12311	879802	BSI	03/15/2008	Ma	Jo	ADULT BMT UNIT (6NW)	29	46		Y	

Delete

First | Previous | [Next](#) | [Last](#)

Displaying 1 - 10 of 75

New Search Add Back

Done

Start | Screen Shots of NHSN.d... | NHSN 1.3.5 NHSN Even...

Internet 2:18 PM

If you leave all fields blank an Event List will be generated and you can view each individual event but double clicking on the Event #.

Event List

Delete a record by clicking on the box and then clicking Delete

Add a record by clicking Add

Add Patient Summary Data

1. Click Summary Data (2 choices will appear)

2. Click Add (next window will open)



NHSN - National Healthcare Safety Network

NHSN Home

Reporting Plan

Patient

Event

Procedure

Summary Data

■ Add

■ Find

Analysis

Surveys

Users

Facility

Group

Log Out

Logged into University of Chicago Medical Center (ID 12211) as 1.
Facility University of Chicago Medical Center (ID 12211) is following the PS component.

Add Patient Safety Summary Data

Summary Data Type:

Continue

Back

Summary Data Type:

- Device Associated - Intensive Care Unit / Other Locations
- Device Associated - Neonatal Intensive Care Unit
- Device Associated - Specialty Care Area
- Device Associated - Outpatient Dialysis - Census Form
- Medication Associated - AUR Microbiology Laboratory Data
- Medication Associated - AUR Pharmacy Data
- High Risk Inpatient Influenza Vaccination Monthly Monitoring Form - Method A
- High Risk Inpatient Influenza Vaccination Monthly Monitoring Form - Method B

3. Select Device Associated – Intensive Care Unit /Other Locations

4. Click Continue

NHSN 1.3.5 Denominators for Intensive Care Unit (ICU)/Other locations (not NICU or SCA) - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites RSS Feeds

Address https://sdr7.cdc.gov/nhsn/icudata.do

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

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

Logged into University of Chicago Medical Center (ID 12311) as 1.
Facility University of Chicago Medical Center (ID 12311) is following the PS component.

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

Mandatory fields marked with *

Facility ID*: 12311 (University of Chicago Medical Center)

Location Code*: D4IC - SURGICAL ICU

Month*: September

Year*: 2008

Total Patient Days*: 652

Central Line Days*: 350

Urinary Catheter Days:

Ventilator Days:

Save Back

Print PDF Form

Add Patient Summary Data (cont'd)

Fill in Location, Month, Year using pull down arrows

Red * are based on your reporting plan; only those items with a red asterisk must be filled in

Click Save. A message indicating save was successful and summary data entered will open

NHSN 1.3.5 Denominators for Intensive Care Unit (ICU)/Other locations (not NICU or SCA) - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites RSS Feeds

Address https://sdr7.cdc.gov/nhsn/icudata.do

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

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

Logged into University of Chicago Medical Center (ID 12311) as 1.
Facility University of Chicago Medical Center (ID 12311) is following the PS component.

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

Save of Summary Data successful.

Mandatory fields marked with *

Facility ID*: 12311 (University of Chicago Medical Center)

Location Code*: D4IC - SURGICAL ICU

Month*: September

Year*: 2008

Total Patient Days*: 652

Central Line Days*: 350

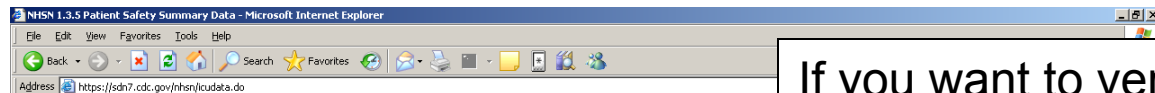
Urinary Catheter Days:

Ventilator Days*: 298

Print PDF Form

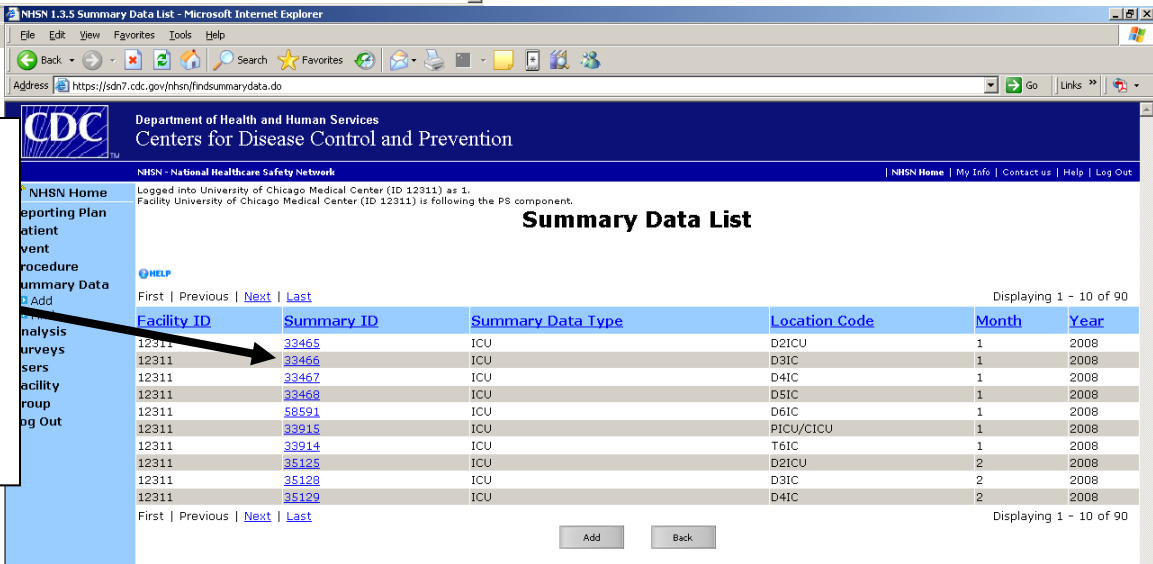
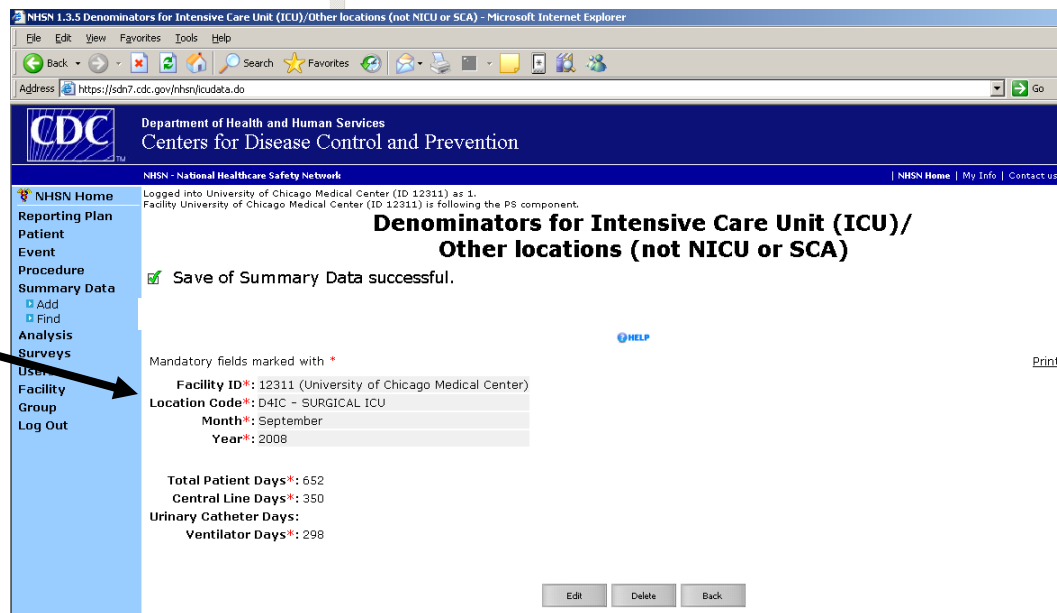
Edit Delete Back

Summary data can be printed as a PDF



If you want to verify that you have entered summary data, enter any field and then click find.

If you select a specific Location, Month, and or Year that information, if entered will open



If you leave all fields blank a Summary Data List for your Facility will be generated and you can view specific summary information by double clicking the Summary ID



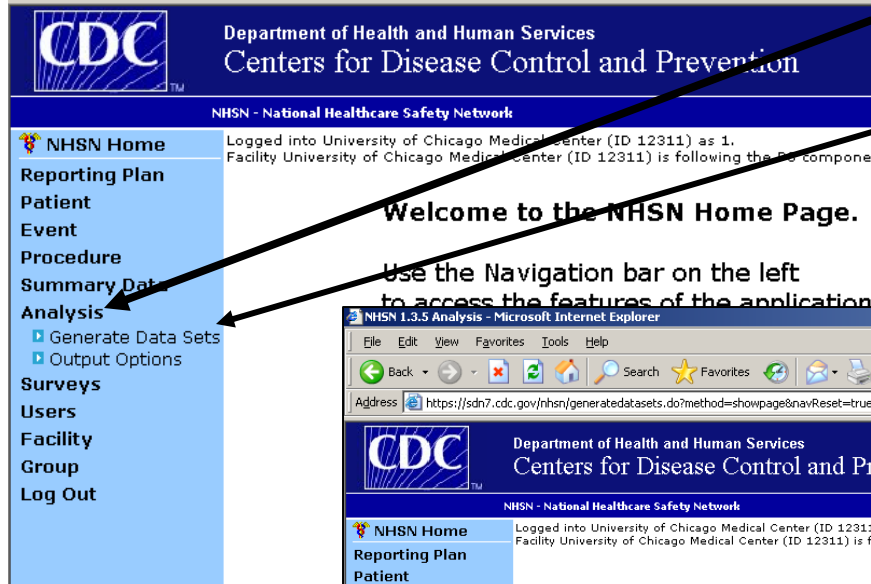
Analyze Your Data

1. Click Analysis (2 choices will appear)

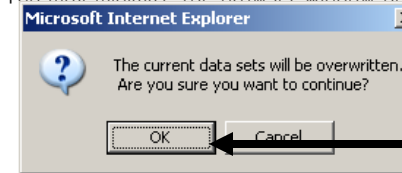
2. Click Generate Data Sets

3. Click Generate Now

4. Alert Message will appear. Click "OK"

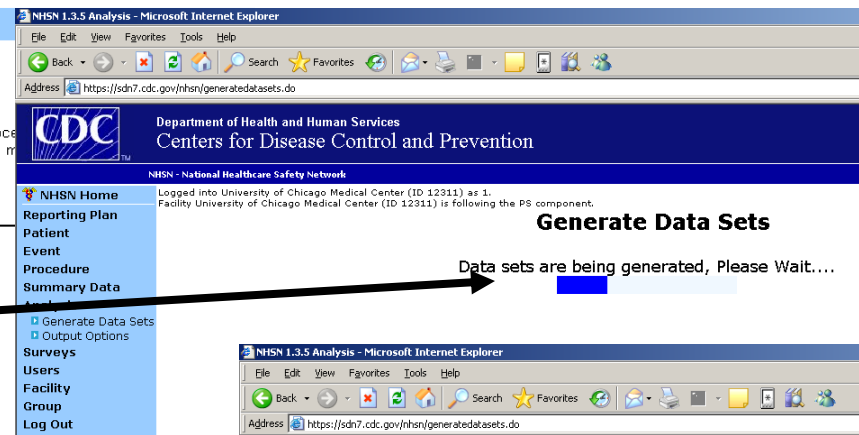


Generate Data Sets



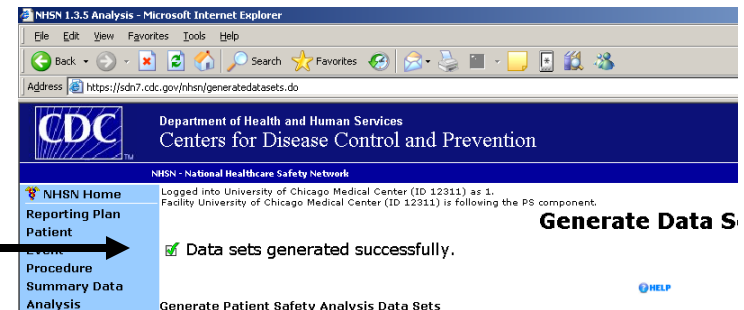
5. Wait for Data Sets to be generated

6. When generated, message will appear. You can now go to output options

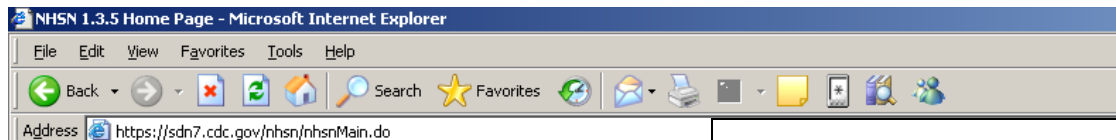


Generate Data Sets

Data sets are being generated, Please Wait...



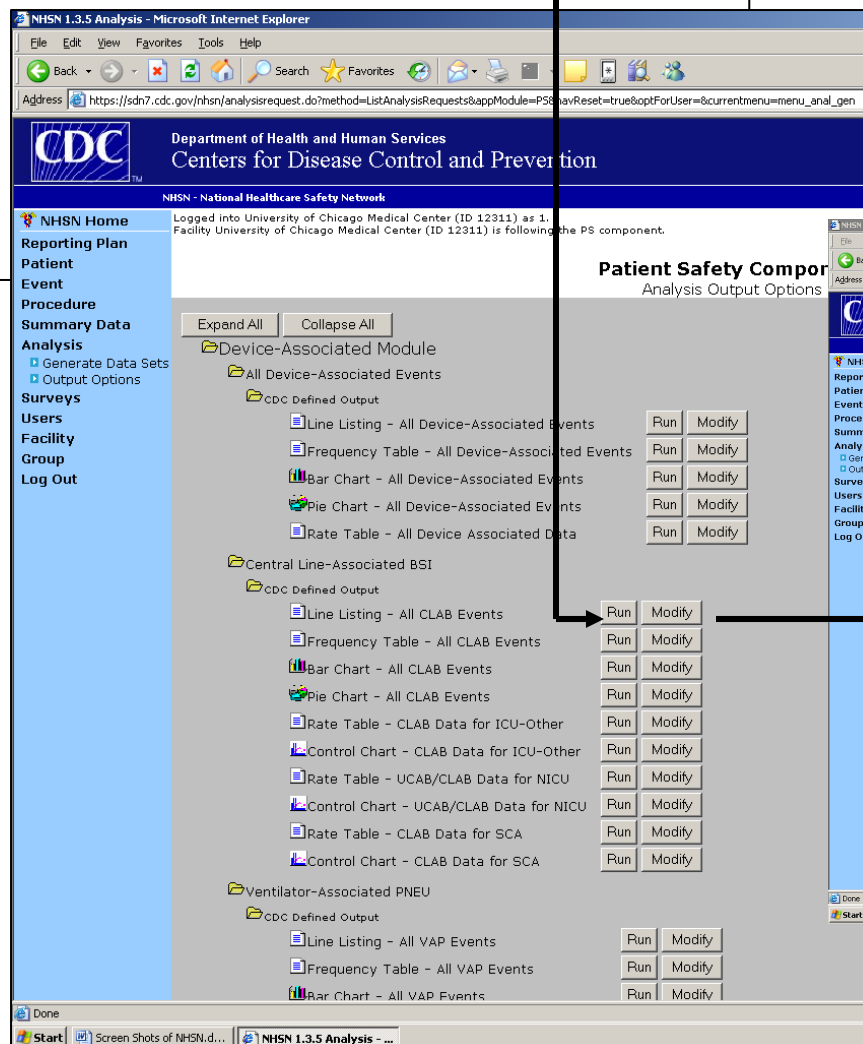
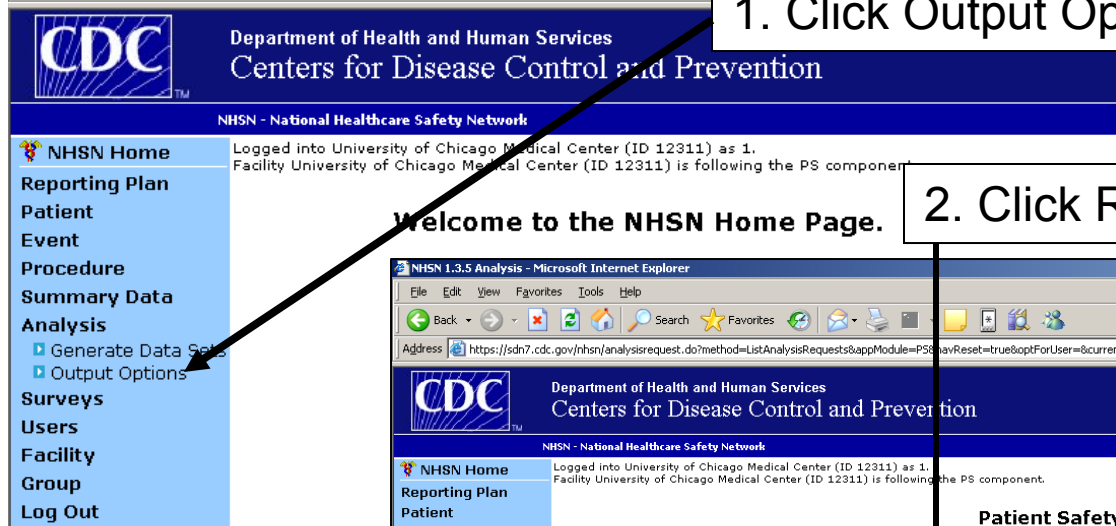
Generate Data Sets



Analyze Your Data (cont'd)

1. Click Output Options

2. Click Run for Report Type



orgID	unitID	dob	gender	admitDate	eventID	eventDate	eventType	specEvent	location
12311	831662	07 M	M	07/07/2008	831662	07/07/2008	BSI	LCBI	DCIC
12311	831661	07 M	M	07/07/2008	831661	07/07/2008	BSI	LCBI	PICU/ICU
12311	851976	07 M	M	07/07/2008	851976	07/07/2008	BSI	LCBI	NICU
12311	852354	07 F	F	07/07/2008	852354	07/07/2008	BSI	LCBI	NICU
12311	852375	08 F	F	07/07/2008	852375	07/07/2008	BSI	LCBI	NICU
12311	852402	08 M	M	07/07/2008	852402	07/07/2008	BSI	LCBI	NICU
12311	879802	02 M	M	07/07/2008	879802	07/07/2008	BSI	LCBI	BNW
12311	879860	05 M	M	07/07/2008	879860	07/07/2008	BSI	LCBI	BNW
12311	879869	01 F	F	07/07/2008	879869	07/07/2008	BSI	LCBI	BNW
12311	995461	07 M	M	07/07/2008	995461	07/07/2008	BSI	LCBI	NICU
12311	995472	08 M	M	07/07/2008	995472	07/07/2008	BSI	LCBI	NICU
12311	995481	08 M	M	07/07/2008	995481	07/07/2008	BSI	LCBI	NICU
12311	995495	08 M	M	07/07/2008	995495	07/07/2008	BSI	LCBI	NICU
12311	995612	01 M	M	07/07/2008	995612	07/07/2008	BSI	LCBI	DCIC
12311	995664	23 F	F	07/07/2008	995664	07/07/2008	BSI	LCBI	DCIC
12311	995704	42 M	M	07/07/2008	995704	07/07/2008	BSI	LCBI	DCIC
12311	995709	38 F	F	07/07/2008	995709	07/07/2008	BSI	LCBI	TBIC
12311	995733	34 M	M	07/07/2008	995733	07/07/2008	BSI	LCBI	TBIC
12311	997244	23 F	F	07/07/2008	997244	07/07/2008	BSI	LCBI	PICU/ICU
12311	997341	08 M	M	07/07/2008	997341	07/07/2008	BSI	LCBI	TBIC
12311	997341	08 M	M	07/07/2008	997341	07/07/2008	BSI	LCBI	TBIC

Example of CLABSI Line Listing

Example of a Rate Table

National Healthcare Safety Network

Rate Table for Central Line-Associated BSI Data for ICU-Other

As of: October 10, 2008 at 3:40 PM

Date Range: All CLAB_RATESICU

Unit CLABSI Rate and Utilization

orgID=12311 locCDC=IN:ACUTE:CC:B

location	summaryYM	CLABCount	numCLDays	CLABRate	CLAB_Mean	IDR_pval	IDR_pctl	numPatDays	LineDU	LineDU_Mean	P_pval	P_pctl
D2ICU	2008M01	0	88	0.0	6.8	0.5486	.	220	0.40	0.64	0.0000	.
D2ICU	2008M02	0	58	0.0	6.8	0.6732	.	218	0.27	0.64	0.0000	.
D2ICU	2008M03	0	117	0.0	6.8	0.4501	.	234	0.50	0.64	0.0000	.
D2ICU	2008M04	0	109	0.0	6.8	0.4753	.	232	0.47	0.64	0.0000	.
D2ICU	2008M05	0	66	0.0	6.8	0.6374	.	225	0.29	0.64	0.0000	.
D2ICU	2008M06	0	27	0.0	6.8	0.8317	.	217	0.12	0.64	0.0000	.
D2ICU	2008M07	0	63	0.0	6.8	0.6506	.	209	0.30	0.64	0.0000	.
D2ICU	2008M08	0	96	0.0	6.8	0.5194	.	235	0.41	0.64	0.0000	.

Source of aggregate data: NHSN Report, Am J Infect Control 2007;35:290-301

Data contained in this report were last generated on 10/10/2008

NHSN CLABSI Mean and Utilization Mean for Comparison

CDC Defined Output

Line Listing - All CLAB Events

Run

Modify

Frequency Table - All CLAB Events

Run

Modify

Bar Chart - All CLAB Events

Run

Modify

Pie Chart - All CLAB Events

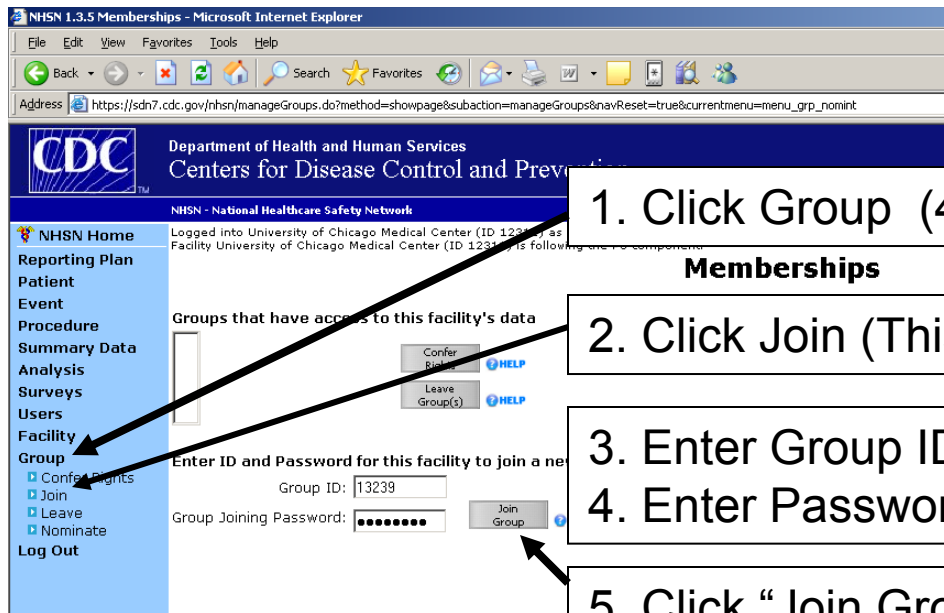
Run

Modify

Rate Table - CLAB Data for ICU-Other

Run

Modify



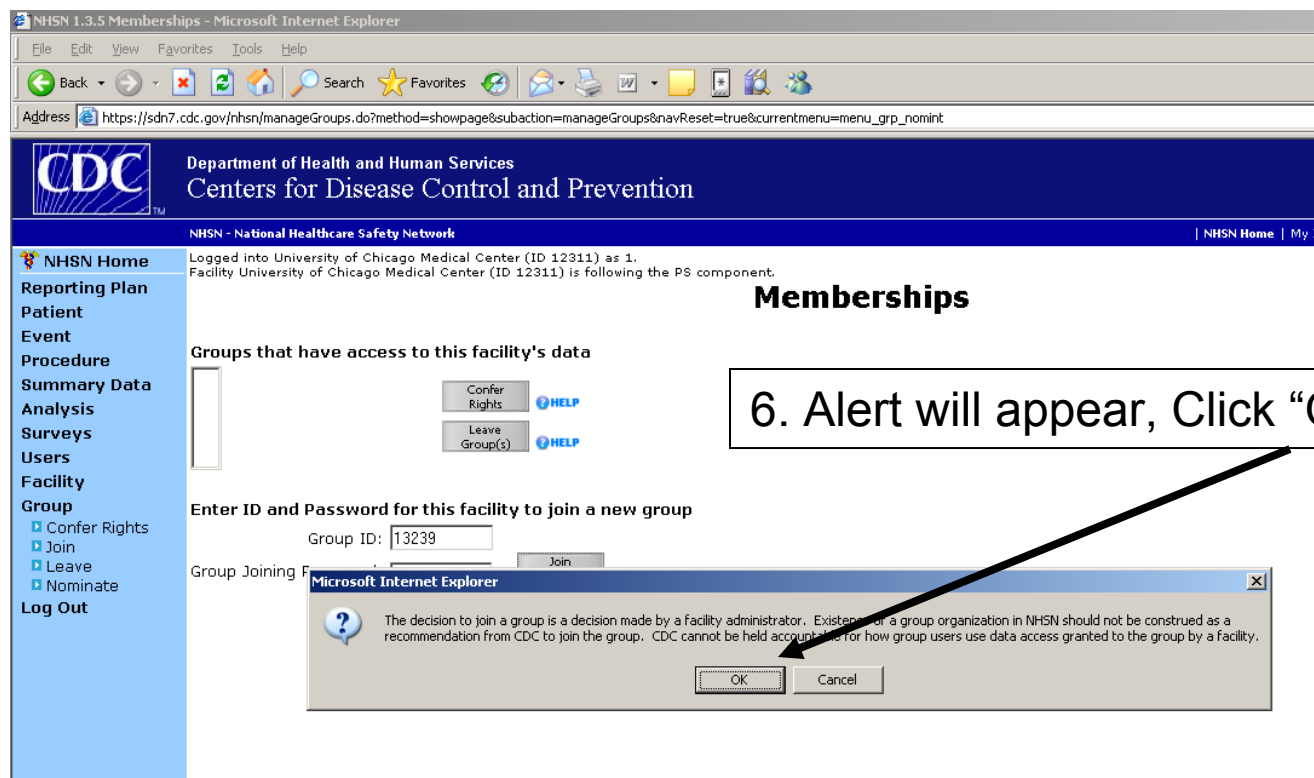
Join IDPH Group

1. Click Group (4 choices will appear)

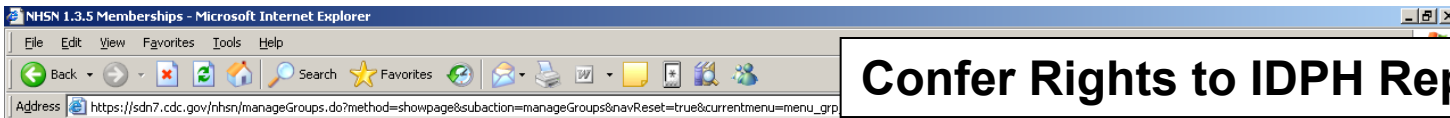
2. Click Join (This Membership Screen appears)

3. Enter Group ID: 13239,
4. Enter Password: illinois (all lower case, case sensitive)

5. Click "Join Group" Button



6. Alert will appear, Click "OK" Button



Confer Rights to IDPH Report Card Act Group

1. Click Group (4 choices will appear)

2. Click Confer Rights (This Membership Screen appears)

3. Enter Group ID: 13239

4. Click "Confer Rights" Button

5. Window Opens, Check first 3 boxes

Make Sure With Identifiers Button is Selected

Confer Rights to IDPH Report Card Act Group (cont'd)

NHSN 1.3.5 NHSN Confer Patient Safety Rights - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address <https://sdn7.cdc.gov/nhsn/manageGroups.do>

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Logged into University of Chicago Medical Center (ID 12311) as 1.
Facility University of Chicago Medical Center (ID 12311) is following the PS component.

Confer Rights-Patient Safety

✓ Facility 'University of Chicago Medical Center' has successfully joined group 'IDPH Report Card ACT'. You should now confer rights to that group.

Patient Safety

General

View Options

Patient ☒ With Identifiers ☐ Without Identifiers

Monthly Reporting Plan ☒

Data Analysis ☒

AUR Microbiology Laboratory Data ☐

AUR Pharmacy Data ☐

Surveys

Year Year Survey Type

Add 2009 2008 2007 2006 2005 2004 2003 2002 2001

Clear All Rows

Month Year Month Year Event

2005 2004 2003 2002 2001

Copy Locations to Summary Data Copy Procs to Denominator data

Summary Data for Events

Plan Month Year Month Year Location Type Location

Add Row Clear All Rows

Denominator Data for Events

Plan Month Year Month Year Procedure Setting

Done

Start Screen Shots of NHSN.d... NHSN 1.3.5 NHSN Conf... Inbox - Microsoft Outlook How to join (NHSN) IDPH...

Internet 2:53 PM

1. Under Surveys select "2008"

2. Select "Facility Survey Data"

Confer Rights to IDPH Report Card Act Group (cont'd)

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

NHSN - National Healthcare Safety Network

Logged into University of Chicago Medical Center (ID 12311) as 1.
Facility University of Chicago Medical Center (ID 12311) is following the PS component.

Confer Rights-Patient Safety

✓ Facility 'University of Chicago Medical Center' has successfully joined group 'IDPH Report Card Act Group'.

Under Infections and Other Events

1. Select: Plan "In"
2. Select Month / Year
3. Leave BLANK
4. Event Choose "BSI- Bloodstream Infection (CLA)"
5. Location Type Choose "CC"

General

Patient

Monthly Reporting Plan ☒

Data Analysis ☐

AUR Microbiology Laboratory Data ☐

AUR Pharmacy Data ☐

Surveys

Year to Survey Type

Infections and other Events

Plan	Month	Year	Month	Year	Event
In	1	2008			BSI - Bloodstream Infection (CLA)

Location type:

Location:

Summary Data for Events

Plan	Month	Year	Location Type	Location

Denominator Data for Events

Confer Rights to IDPH Report Card Act Group (cont'd)

NHSN 1.3.5 NHSN Confer Patient Safety Rights - Microsoft Internet Explorer

Address: https://sdn7.cdc.gov/nhsn/manageGroups.do

Facility University of Chicago Medical Center (1012311) is following the PS component.

Confer Rights-Patient Safety

Facility 'University of Chicago Medical Center' has successfully joined group 'IDPH Report Card ACT'. You should now confer rights to that group.

Patient Safety

General

View Options

Patient ☒ With Identifiers ☐ Without Identifiers

Monthly Reporting Plan ☒

Data Analysis ☒

AUR Microbiology Laboratory Data ☐

AUR Pharmacy Data ☐

Surveys

Year 2008 to Survey Type

Add Row Clear All Rows

Infections and other Events

Plan In Month 1 Year 2008 to Location: CC

Location type: CC

Add Row Clear All Rows Copy Locations to

Summary Data for Events

Plan In Month Year to Month

Add Row Clear All Rows

Denominator Data for Events

Plan In Month Year to Month

Add Row Clear All Rows

Location

- (ALL)
- D2ICU - BURN UNIT
- D3IC - NEUROSURGERY
- D4IC - SURGICAL ICU
- D5IC - CARDIOLOGY ICU
- D6IC - CARDIAC ICU
- PICU - PEDIATRIC ICU
- T6IC - MEDICAL ICU

6. Select "Location"

Note: The locations that you defined as YOUR facility Locations will appear

7. Add Row and repeat process until all of your locations are entered

NHSN 1.3.5 NHSN Confer Patient Safety Rights - Microsoft Internet Explorer

Address: https://sdn7.cdc.gov/nhsn/manageGroups.do

Infections and other Events

Plan In Month 1 Year 2008 to Location: D2ICU - BURN UNIT

Location type: CC

Plan In Month 1 Year 2009 to Location: D3IC - NEUROSURGERY

Location type: CC

Plan In Month 1 Year 2008 to Location: D4IC - SURGICAL ICU

Location type: CC

Plan In Month 1 Year 2008 to Location: D5IC - CARDIOLOGY ICU

Location type: CC

Plan In Month 1 Year 2008 to Location: D6IC - CARDIAC ICU

Location type: CC

Plan In Month 1 Year 2008 to Location: T6IC - MEDICAL ICU

Location type: CC

Add Row Clear All Rows Copy Locations to Summary Data Copy Procs to Denominator data

Summary Data for Events

Plan In Month Year to Month

Add Row Clear All Rows

Confer Rights to IDPH Report Card Act Group (cont'd)

8. Click Copy Locations to Summary Data" Button

9. Alert Message verifying that you want to copy "all locations...to Summary Data..."will appear. Click "OK"

NHSN 1.3.5 NHSN Confer Patient Safety Rights - Microsoft Internet Explorer

Address: https://sdn7.cdc.gov/nhsn/manageGroups.do

Infections and other Events

Plan	Month	Year	Month	Year	Event
In	1	2008	to		BSI - Bloodstream Infection (CLA)
		Location type:	Location:		
		CC	D2ICU - BURN UNIT		
In	1	2009	to		BSI - Bloodstream Infection (CLA)
		Location type:	Location:		
		CC	D3IC - NEUROSURGERY		
In	1	2008	to		BSI - Bloodstream Infection (CLA)
		Location type:	Location:		
		CC	D4IC - SURGICAL ICU		
In	1	2008	to		BSI - Bloodstream Infection (CLA)
		Location type:	Location:		
		CC	D5IC - CARDIOLOGY ICU		
In	1	2008	to		BSI - Bloodstream Infection (CLA)
		Location type:	Location:		
		CC	D6IC - CARDIAC ICU		
In	1	2008	to		BSI - Bloodstream Infection (CLA)
		Location type:	Location:		
		CC	T6IC - MEDICAL ICU		

Add Row Clear All Rows Copy Locations to Summary Data Copy Procs to Denominator data

Summary Data for Events

Plan	Month	Year	Month	Year	Location Type	Location
			to			

Add Row Clear All Rows

Denominator Data for Events

Plan	Month	Year	Month	Year
			to	

Add Row Clear All Rows

Summary Data for Vaccinations

Plan	Month	Year	Month	Year	Vaccination Type
			to		

Location: D5IC - CARDIOLOGY ICU

Microsoft Internet Explorer

Are you sure you want to copy all locations defined in 'Infections and other Events' to 'Summary Data for Events'?

OK Cancel

Location: T6IC - MEDICAL ICU

NHSN 1.3.5 NHSN Confer Patient Safety Rights - Microsoft Internet Explorer

Address: https://sdn7.cdc.gov/nhsn/manageGroups.do

Location type: CC Location: D4IC - SURGICAL ICU

In 1 2008 to BSI - Bloodstream Infection (CLA)

Location type: CC Location: D5IC - CARDIOLOGY

In 1 2008 to

Location type: CC Location: D6IC - CARDIAC ICU

In 1 2008 to BSI - Bloodstream Infection (CLA)

Location type: CC Location: T6IC - MEDICAL ICU

Add Row Clear All Rows Copy Locations to Summary Data

Summary Data for Events

Plan	Month	Year	Month	Year	Location Type	Location
In	1	2008	to		CC	D2ICU - BURN UNIT
In	1	2009	to		CC	D3IC - NEUROSURGERY
In	1	2008	to		CC	D4IC - SURGICAL ICU
In	1	2008	to		CC	D5IC - CARDIOLOGY ICU
In	1	2008	to		CC	D6IC - CARDIAC ICU
In	1	2008	to		CC	T6IC - MEDICAL ICU

Add Row Clear All Rows

Denominator Data for Events

Plan	Month	Year	Month	Year	Procedure	Setting
			to			

Add Row Clear All Rows

Summary Data for Vaccinations

Plan	Month	Year	Month	Year	Vaccination
			to		

Add Row Clear All Rows

Save Back

Confer Rights to IDPH Report Card Act Group (cont'd)

10. Summary Data for Events will autofill

11. Click "Save" Button

Next screen will verify that rights have been conferred

NHSN 1.3.5 Memberships - Microsoft Internet Explorer

Address: https://sdn7.cdc.gov/nhsn/conferRights.do

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Memberships

☒ Conferred Rights saved successfully for group IDPH Report Card Act (13239).

Groups that have access to this facility's data

IDPH Report Card Act (13239)

Confer Rights HELP

Leave Group(s) HELP

Enter ID and Password for this facility to join a new group

Group ID:

Group Joining Password:

Join Group HELP

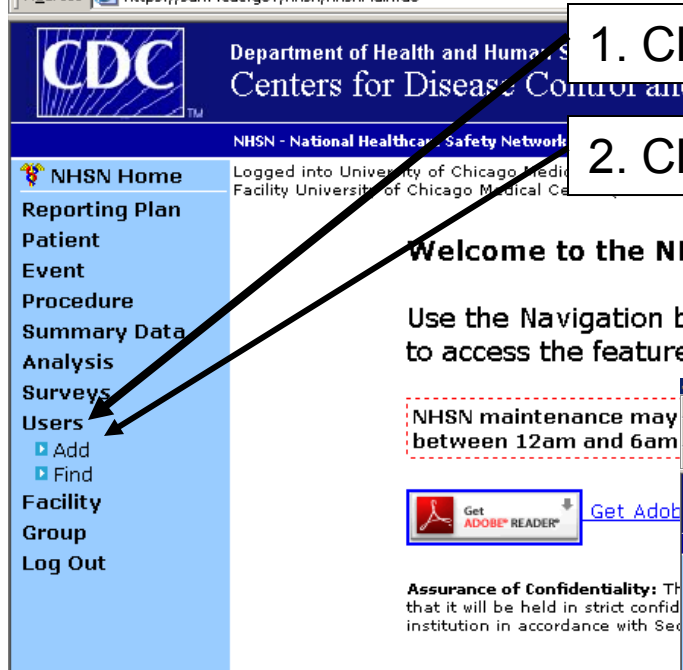
Back



Add Users

1. Click Users (2 choices will appear)

2. Click Add (Add User Screen Appears)



NHSN 1.3.5 NHSN Add User - Microsoft Internet Explorer

File Edit View Favorites Tools Help

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Address: https://sdn7.cdc.gov/nhsn/edituser.do?method=showpage&subaction=add

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Logged into University of Chicago Medical Center (ID 12311) as 1.
Facility University of Chicago Medical Center (ID 12311) is following the PS con

Mandatory fields marked with *

User ID *: SBURTON Up to 32 letters and/or numbers, no spaces or special characters

Prefix:

First Name *: Stephanie

Middle Name:

Last Name *: Burton

Title: MPH

User Active: Y - Yes

User Type: ICP - Infection Control Professional

Phone Number: 773-702-4856 Extension:

Fax Number: 773-702-8998

E-mail Address *: STEPHANIE.BURTON@UCHOSPITALS.EDU

Address, line 1: UNIVERSITY OF CHICAGO MEDICAL CENTER

Address, line 2: 5841 S. MARYLAND AVE

Address, line 3: MC5065/ L311

City: CHICAGO

State: IL - Illinois

County: Cook

Zip Code: 60637 Zip Code Ext.:

Home Phone Number: Home Extension:

Beeper:

Save Back

Add Users (cont'd)

3. Enter Information: Items with an asterisk (*) are required: The Administrator makes up the user name

4. When information is entered, click "Save" button.

NHSN 1.3.5 NHSN Edit User Rights - Microsoft Internet Explorer

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Address https://sdn7.cdc.gov/nhsn/edituser.do?method=add

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Logged into University of Chicago Medical Center (ID 12311) as 1.
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Edit User Rights

✓ User SBURTON (ID 6739) saved successfully. Please add rights for the new user.

User ID: SBURTON (ID 6739)

Facility List: University of Chicago Medical Center (12311)

Administrative User: ☐

Rights	Patient Safety
View Data	<input type="checkbox"/>
Enter Data	<input type="checkbox"/>
Analyze Data	<input type="checkbox"/>
All Rights	<input type="checkbox"/>
Customize Rights	<input type="checkbox"/>

Advanced

Effective Rights Save Back

Add Users (cont'd)

5. Screen will confirm that user was added and ask you to confer rights. You may allow them to View, Enter, and/or Analyze. If you click Customize Rights and then the Advanced Button the screen below will appear

6. When you are done conferring rights click "Save"

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Custom Rights-Patient Safety

User ID: SBURTON

	View	Add	Edit	Delete	All Rights
With Identifiers	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Without Identifiers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	View	Add	Edit	Delete	All Rights
BJ - Bone and Joint Infection	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
BSI - Bloodstream Infection	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
CNS - Central Nervous System	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
CVS - Cardiovascular	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
DE - Dialysis Event	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
EENT - Eye, Ear, Nose and Throat	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
GI - Gastrointestinal	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
LRI - Lower Respiratory Infection	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
PNEU - Pneumonia	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
REPR - Reproductive Tract	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
SSI - Surgical Site Infection	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
SST - Skin and Soft Tissue	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
SYS - Systemic	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
UTI - Urinary Tract Infection	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
CUSPS - Custom PS Event	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
CLIP - Central Line Insertion Practices	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
FLUVX - Influenza Vaccination	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Denominator Data: Procedure/Summary

	View	Add	Edit	Delete	All Rights
PROC - Procedures	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
PROC - Custom Procedures	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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Logged into University of Chicago Medical Center (ID 12311) as 1.
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Welcome to the NHSN Home Page.

Use the Navigation bar on the left to access the features of the application.

NHSN maintenance may occur nightly between 12am and 6am Eastern time.

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To Log Out click here or here