Shop Talk For Data Submission into the NHSN COVID-19 Module
Infection Prevention "Surveillance, Tracking and Reporting" (STAR) Facilities

June 2020

Presented by:

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Quality Improvement Organizations
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ALLIANT QUALITY

Disclaimer

- I do **not** work for NHSN, SAMS, CDC, or CMS.

- I am **not** the SAMS or NHSN help desk

- I **am** the technical advisor for infection prevention for Alliant Quality, the QIO for Alabama, Florida, Georgia, Kentucky, Louisiana, North Carolina and Tennessee

Objectives

- By the end of this session, you will be able to:
  - Understand how to log in and submit COVID-19 data for your facility into NHSN.
  - Understand how to add users, deactivate users, and change the NHSN administrator for your facility.
  - FAQs: Data quality, reviewing your data on the CMS website, withdrawing duplicate accounts, changing your CCN and facility type.

Ground Rules

- Please mute your microphone
- Put questions in chat
- Contact me after the Webex for one-on-one assistance
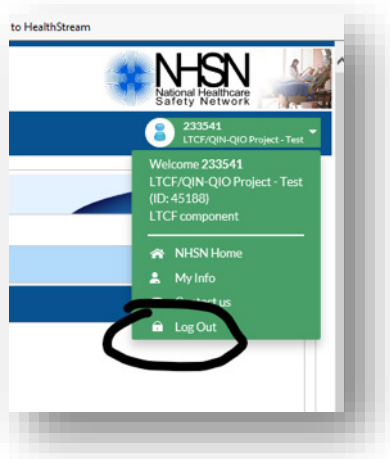
Nursing Home Data - COVID-19

Great Job!

Location	# NHs listed	Submission Passed QA	No Submission or Didn't Pass QA
AL	228	96%	4%
FL	699	91%	9%
GA	358	89%	11%
KY	285	94%	6%
LA	277	88%	12%
NC	427	95%	5%
TN	316	98%	2%
Total 7 States	2590	93%	7%
US Total	**15412**	**92%**	**8%**

Data from June 7, 2020 CMS website; accessed June 18
https://data.cms.gov/stories/s/COVID-19-Nursing-Home-Data/bkwz-xpvg

NHSN Hygiene

- Don't log in with someone else's username and password.

- You will be prompted to change your password every 60 days.

- You must log in once a year or you will lose access.

- Click Log Out to exit NHSN. Then close your browser.

- If you forget your password, click "forgot your password" and follow the prompts.

SAMS Username

SAMS Password

Login

Forgot Your Password?

For External Partners who login with only a SAMS issued UserID and Password.

SAMS User Guide / Frequently Asked Questio

About CDC   Jobs   Funding

SAMS Help Desk
Monday-Friday, 8:00AM to 6:00PM EST
Excluding U.S. Federal Holidays
877-681-2901
samshelp@cdc.gov
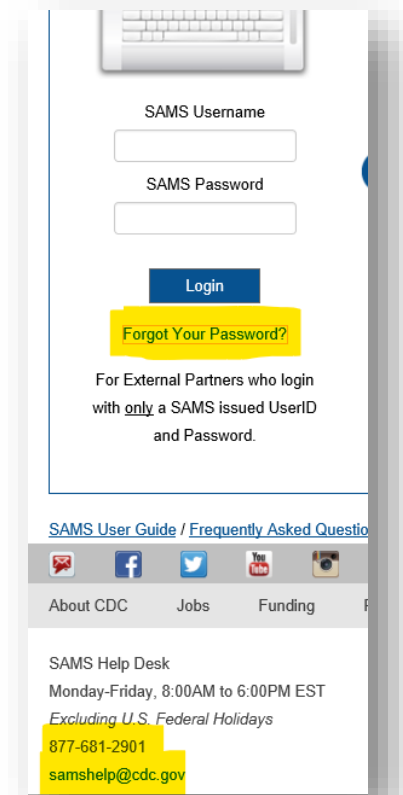
NHSN Hygiene

**Clearing the cache:
1. Open Internet Explorer and then click on Tools.
2. Then click on Internet options.
3. Click the General tab, and then, under Browsing history, click Delete.
4. Select history, cookies, temporary internet files. Then click Delete.

Start a new session:
1. Select File and New Session in your Toolbar.
2. Instead of using your bookmarks or favorites enter https://sams.cdc.gov in your browser
3. Enter your SAMS password and credentials
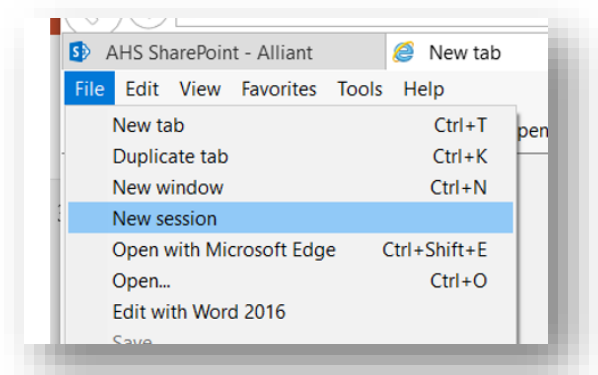
NHSN Hygiene:
Add Users Campaign

We want **YOU** to add users to your NHSN account!

NHSN Hygiene-Option #1
Updating NHSN Facility Administrator in your Account
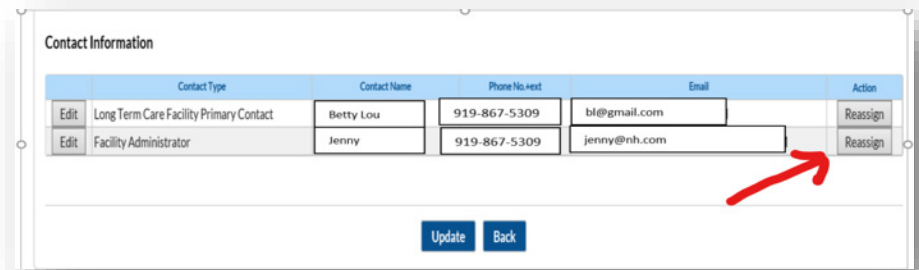
- https://www.cdc.gov/nhsn/facadmin/index.html
- *And* submit email to nhsn@cdc.gov including:
  - Facility Name, Address, Facility Org ID (5 digit number on your NHSN account), Current/Previous/Former NHSN administrator name, email, phone number and NEW NHSN administrator name, email, and phone number.
  - Caution: Do not use the generic email. You must use a new and unique email address (suzzie@nh.org) NOT admin@nh.org

NHSN Hygiene- Option #2 Preferred
Updating NHSN Facility Administrator in your Account

❑ Log into https://sams.cdc.gov

❑ Go to the home page

❑ Add the new administrator as a user: User>add>assign rights.

❑ Facility>Facility Info>Reassign

❑ Select the name of the administrator, and Save.

*Only a current NHSN Facility Administrator can reassign the Facility Administrator.
**Reassign another staff person as the NHSN facility administrator before you leave your position.

Contact Information

	Contact Type	Contact Name	Phone No.+ext	Email	Action
Edit	Long Term Care Facility Primary Contact	Betty Lou	919-867-5309	bl@gmail.com	Reassign
Edit	Facility Administrator	Jenny	919-867-5309	jenny@nh.com	Reassign

Update Back

How do I add a user?

Once the facility is enrolled and you have access to login:

Step 1: Select "Users" in Navigation Bar

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

Step 2: Enter User's Information

User must use same email address for their SAMS registration!

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

Step 3: Assign and Save User Rights

Refer to page 53 on this slide:
https://www.cdc.gov/nhsn/pdfs/ltc/Facility_Set_up_slides_LTCF_v5_Final_with_508_3-2015.pdf

NHSN Hygiene

Hint: Check users. Users>find, then find again.

- Users>Add.

NHSN Hygiene

- Add rights.

Tips for NHSN Reporting

- Take a screenshot that includes the name of your facility, facility ID#, date, and time. Save for your records.

NHSN Checkpoints

❑ Verify Your CMS/CCN Number:

https://qcor.cms.gov/main.jsp

NHSN Checkpoints

❑ Refer to the NHSN website for resources

Resources   —

Facility Resources

- **New!** Facility Guide to Using the COVID-19 Module [PDF – 1 MB]
- How to Change LTC Facility Type [PDF – 300 KB]
- Facility – How to Upload COVID-19 CSV Data Files [PDF – 600 KB]
- Facility Level CSV File Templates
    - Resident Impact and Facility Capacity Template [CSV – 1 KB]
    - Staff and Personnel Impact Template [CSV – 1 KB]
    - Supplies and Personal Protective Equipment Template [CSV – 1 KB]
    - Ventilator Capacity and Supplies Template [CSV – 1 KB]
- How to ADD and EDIT Facility CMS Certification Number (CCN) within NHSN [PDF – 1 MB]
- How to Join a Group and Accept the Confer Rights Template [PDF – 400 KB]

https://www.cdc.gov/nhsn/ltc/covid19/index.html

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NHSN Checkpoints

❑ Watch the Covid-19 Module training video. *"Yes, all 83 minutes."*

https://www.youtube.com/watch?v=-bR3CvqT9cw

NHSN Checkpoints

❑ Review the Data
Quality Slide Deck

National Center for Emerging and Zoonotic Infectious Diseases

National Healthcare Safety Network (NHSN)

Long-Term Care Facility (LTCF)
COVID-19 Data Quality Webinar

June 2020

https://www.cdc.gov/nhsn/pdfs/covid19/ltcf/covid19-dq-508.pdf

NHSN Checkpoints

Reporting Counts prior to May 1, 2020
Optional

Update

To submit counts that occurred **prior** to May 1, 2020, use the calendar feature to select any calendar date prior to May 1, 2020 and enter the total number of counts for each question being reported between January 1, 2020 and April 30, 2020. If these data are not available at the time of data entry, leave blank and revise counts later.

https://www.cdc.gov/nhsn/pdfs/covid19/ltcf/ltcf-covid19-module-508.pdf

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NHSN Checkpoints

❑ Submit "Zeros" not letter O's

❑ Leave no blanks

❑ Complete all 4 pathways

❑ Make sure you are all green
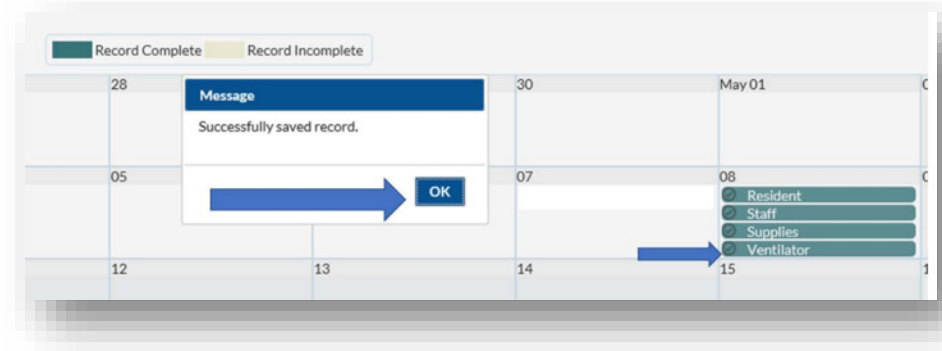
https://www.cdc.gov/nhsn/pdfs/covid19/ltcf/ltcf-covid19-module-508.pdf

NHSN Checkpoints

collectiondate	numresadmc19	numresconfc19	numressuspc19	numresdied	numresc19died	numltcfbeds	numltcfbedsocc
05/01/2020	0	2	6	4	0	90	76
05/05/2020	0	3	9	4	0	90	76
05/11/2020	0	3	3	7	0		
05/13/2020	0	0	3	10	0		
05/15/2020	0	0	1	10	0		
05/18/2020	0	0	1	10	0		
05/20/2020	0	1	1	11	0		
05/22/2020	0	0	1	12	0		
05/25/2020	0	3	3	14	0		
05/27/2020	1	9	8	14	0		
05/29/2020	0	4	6	14	0		

Page 1 of 1

collectiondate	numresadmc19	numresconfc19	numressuspc19	numresdied	numresc19died	numltcfbeds
06/01/2020	0	2	4	17	0	90
06/03/2020	0	10	5	17	1	90
06/05/2020	1	2	2	18	2	90
06/11/2020	1	6	5	22	4	90
06/18/2020	1	1	0	4	1	90

Page 1 of 1   10

- Facility is entering the number of residents died incorrectly.

NHSN Checkpoints

collectiondate	numresad mc19	numresco nfc19	numressus pc19	numresdied	numresc1 9died	numltcfbeds	numltcfbe dsocc
5/8/2020	1	0	0	27	0	134	112
5/11/2020	0	0	0	0	0	134	112
5/13/2020	0	0	0	0	0	134	113
5/15/2020	0	0	0	0	0	134	112
5/18/2020	0	0	0	1	0	134	112
5/20/2020	0	0	0	0	0	134	108
5/22/2020	0	0	1	0	0	134	110
5/29/2020	0	0	1	2	0	134	114
6/2/2020	0	0	0	0	0	134	113
6/4/2020	0	0	0	0	0	134	112
6/8/2020	0	0	0	0	0	134	110
6/11/2020	0	0	0	1	0	134	115
6/15/2020	0	0	0	0	0	134	115

- Facility should enter number of resident who died on April 30th, rather than May 8th.

NHSN Checkpoints

collectiondate	numresadmc19	numresconfc19	numressuspc19	numresdied	numresc19died	numltcfbeds
5/8/2020	0	23	0	6	6	154
5/15/2020	18	25	0	6	6	154
5/22/2020	22	30	0	7	7	154
5/29/2020	17	32	0	8	8	154
6/5/2020	13	37	0	11	11	154
6/12/2020	13	37	0	11	11	154
6/19/2020	14	38	0	11	11	154

- Facility data did not meet CMS QA checks.
- Facility should double-check their data input.
- Accuracy of # of residents admitted with Covid19? Perhaps this number is total admissions? Accuracy of death count? # Confirmed is greater than number of beds?

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NHSN Checkpoints

❑ For those who like excel spreadsheets, try using a template to upload your data....
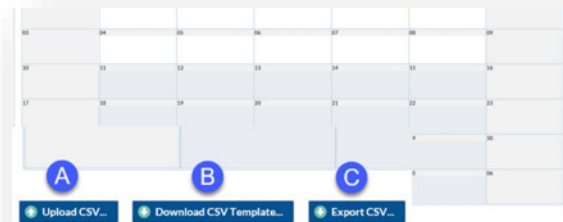
A. Data upload using a CSV file

B. Download CSV Template, which can be used to upload facility COVID-19 data.

C. Export data in a table format using the "Export CSV"

https://www.cdc.gov/nhsn/pdfs/covid19/ltcf/fac-import-csv-508.pdf

When should I call or email SAMS?

- If you:
  - can't log in with your temporary passcode
  - aren't sure of applicant status
  - are locked out of https://sams.cdc.gov
  - lost your SAMS grid card
  - need to change your email address (must also email NHSN)
  - forgot your password

Contact Information:

NHSN Team	SAMS Help Desk
Enrollment and Reporting:	Login access:
nhsn@cdc.gov	samshelp@cdc.gov
(no phone number)	phone: 877-681-2901
Website:	Portal:
https://www.cdc.gov/nhsn/index.html	https://sams.cdc.gov

Contact Information:

- CMS Data Links
  - https://www.cdc.gov/nhsn/pdfs/covid19/ltcf/faq-cms-datarelease-508.pdf
  - https://data.cms.gov/Special-Programs-Initiatives-COVID-19-Nursing-Home/COVID-19-Nursing-Home-Dataset/s2uc-8wxp/data

This Socrata-powered site may be unavailable for routine maintenance from Saturday, June 20, 2020 8:00 PM EDT to Sunday, June 21, 2020 12:00 AM EDT. ✕

COVID-19 Nursing Home Dataset
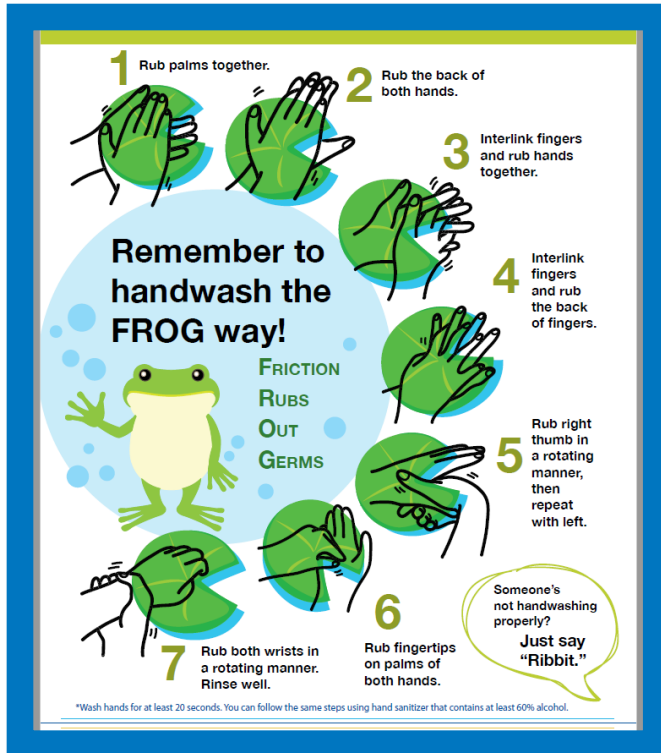
Based on COVID-19 Nursing Home Dataset

The Nursing Home COVID-19 Public File includes data reported by nursing homes to the CDC's National Healthcare Safety Network (NHSN) ›

Type Your CCN Number Here

More Views | Filter | Visualize | Export | Discuss | Embed | About

Week I ↑	Federal ...	Provider...	Provider...	Provider...	Provider...	Provider...	Submitt...	Passed ...	Resident...	Resident...	Resident...	Resident...	Resident...	Resident...	Resident...	Resident...	Resident...	Resident...
05/24/2020							Y	Y	0	0	0	0	2	2	0	0	0	0
05/24/2020							Y	Y	0	0	0	0	0	0	19	19	1	1
05/24/2020							Y	Y	0	0	0	0	1	1	0	0	0	0
05/24/2020							Y	Y	0	0	0	0	0	0	0	0	0	0
05/24/2020							Y	Y	0	0	0	0	0	0	0	0	0	0
05/24/2020							Y	Y	0	0	0	0	0	0	0	0	0	0
05/24/2020							Y	Y	0	0	0	0	0	0	1	1	0	0
05/24/2020							Y	Y	0	0	0	0	0	0	1	1	0	0
05/24/2020							Y	Y	0	0	0	0	48	48	2	2	0	0
05/24/2020							Y	N	26	26	27	27	0	0	0	0	0	0
05/24/2020							Y	Y	0	0	6	6	0	0	0	0	0	0
05/24/2020							Y	Y	0	0	0	0	0	0	0	0	0	0
05/24/2020							Y	Y	0	0	0	0	0	0	12	12	0	0
05/24/2020							Y	Y	1	1	0	0	0	0	4	4	0	0
05/24/2020							Y	Y	0	0	0	0	0	0	0	0	0	0
05/24/2020							Y	Y	0	0	0	0	1	1	0	0	0	0
05/24/2020							Y	Y	0	0	0	0	0	0	1	1	0	0

‹ Previous   Next ›

Showing Nursing Homes 1 to 100 out of 1,295

New Hand Hygiene Poster & Badge

New Hand Hygiene Poster & Badge
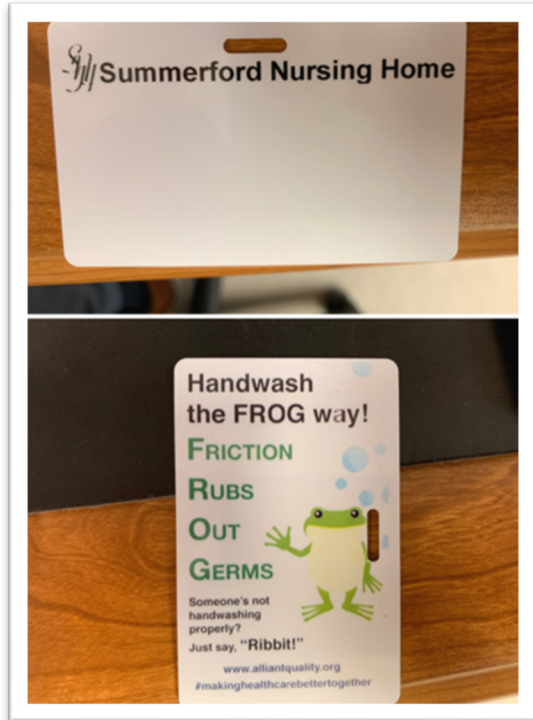
- You can print our Handwashing reminder on your badge!

https://www.alliantquality.org/topic/hand-hygiene/

Questions?

- Please put your questions in chat.

Thank you for your time!

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919-695-8331

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