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

June 2020

Presented by:
Marilee H. Johnson, MBA, MT (ASCP)
Technical Advisor, Infection Prevention
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

<table>
<thead>
<tr>
<th>Location</th>
<th># NHs listed</th>
<th>Submission Passed QA</th>
<th>No Submission or Didn’t Pass QA</th>
</tr>
</thead>
<tbody>
<tr>
<td>AL</td>
<td>228</td>
<td>96%</td>
<td>4%</td>
</tr>
<tr>
<td>FL</td>
<td>699</td>
<td>91%</td>
<td>9%</td>
</tr>
<tr>
<td>GA</td>
<td>358</td>
<td>89%</td>
<td>11%</td>
</tr>
<tr>
<td>KY</td>
<td>285</td>
<td>94%</td>
<td>6%</td>
</tr>
<tr>
<td>LA</td>
<td>277</td>
<td>88%</td>
<td>12%</td>
</tr>
<tr>
<td>NC</td>
<td>427</td>
<td>95%</td>
<td>5%</td>
</tr>
<tr>
<td>TN</td>
<td>316</td>
<td>98%</td>
<td>2%</td>
</tr>
<tr>
<td>Total 7 States</td>
<td>2590</td>
<td>93%</td>
<td>7%</td>
</tr>
<tr>
<td><strong>US Total</strong></td>
<td><strong>15412</strong></td>
<td><strong>92%</strong></td>
<td><strong>8%</strong></td>
</tr>
</tbody>
</table>

Data from June 7, 2020 CMS website; accessed June 18
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.
**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](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.
How do I add a user?

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

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

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

NHSN Checkpoints

Reporting Counts prior to May 1, 2020

Optional

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.

NHSN Checkpoints

- Submit “Zeros” not letter O’s
- Leave no blanks
- Complete all 4 pathways
- Make sure you are all green

NHSN Checkpoints

- Facility is entering the number of residents died incorrectly.
## NHSN Checkpoints

<table>
<thead>
<tr>
<th>collectiondate</th>
<th>numresad</th>
<th>numresc</th>
<th>numressus</th>
<th>numresdied</th>
<th>numresc1</th>
<th>numltcfbeds</th>
<th>numltcfbedsocc</th>
</tr>
</thead>
<tbody>
<tr>
<td>5/8/2020</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>27</td>
<td></td>
<td>134</td>
<td>112</td>
</tr>
<tr>
<td>5/11/2020</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>134</td>
<td>112</td>
</tr>
<tr>
<td>5/13/2020</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>134</td>
<td>112</td>
</tr>
<tr>
<td>5/15/2020</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>134</td>
<td>112</td>
</tr>
<tr>
<td>5/18/2020</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>134</td>
<td>112</td>
</tr>
<tr>
<td>5/20/2020</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>134</td>
<td>108</td>
</tr>
<tr>
<td>5/22/2020</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>134</td>
<td>110</td>
</tr>
<tr>
<td>5/29/2020</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>2</td>
<td>0</td>
<td>134</td>
<td>114</td>
</tr>
<tr>
<td>6/2/2020</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>134</td>
<td>113</td>
</tr>
<tr>
<td>6/4/2020</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>134</td>
<td>112</td>
</tr>
<tr>
<td>6/8/2020</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>134</td>
<td>110</td>
</tr>
<tr>
<td>6/11/2020</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>134</td>
<td>115</td>
</tr>
<tr>
<td>6/15/2020</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>134</td>
<td>115</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>collectiondate</th>
<th>numresadmc19</th>
<th>numresconfc19</th>
<th>numressuspc19</th>
<th>numresdied</th>
<th>numresc19died</th>
<th>numltcfbeds</th>
</tr>
</thead>
<tbody>
<tr>
<td>5/8/2020</td>
<td>0</td>
<td>23</td>
<td>0</td>
<td>6</td>
<td>6</td>
<td>154</td>
</tr>
<tr>
<td>5/15/2020</td>
<td>18</td>
<td>25</td>
<td>0</td>
<td>6</td>
<td>6</td>
<td>154</td>
</tr>
<tr>
<td>5/22/2020</td>
<td>22</td>
<td>30</td>
<td>0</td>
<td>7</td>
<td>7</td>
<td>154</td>
</tr>
<tr>
<td>5/29/2020</td>
<td>17</td>
<td>32</td>
<td>0</td>
<td>8</td>
<td>8</td>
<td>154</td>
</tr>
<tr>
<td>6/5/2020</td>
<td>13</td>
<td>37</td>
<td>0</td>
<td>11</td>
<td>11</td>
<td>154</td>
</tr>
<tr>
<td>6/12/2020</td>
<td>13</td>
<td>37</td>
<td>0</td>
<td>11</td>
<td>11</td>
<td>154</td>
</tr>
<tr>
<td>6/19/2020</td>
<td>14</td>
<td>38</td>
<td>0</td>
<td>11</td>
<td>11</td>
<td>154</td>
</tr>
</tbody>
</table>

- 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?
NHSN Checkpoints

- For those who like excel spreadsheets, try using a template to upload your data...

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**
Enrollment and Reporting:  
[www.cdc.gov/nhsn](https://www.cdc.gov/nhsn)
(no phone number)
Website:  
[https://www.cdc.gov/nhsn/index.html](https://www.cdc.gov/nhsn/index.html)

**SAMS Help Desk**
Login access:  
[www.cdc.gov/samshelp](https://www.cdc.gov/samshelp)
phone: 877-681-2901
Portal:  
[https://sams.cdc.gov](https://sams.cdc.gov)
Contact Information:

• CMS Data Links
New Hand Hygiene Poster & Badge

[Handwash the FROG way!]

1. Rub palms together.
2. Rub the back of both hands.
3. Interlink fingers and rub hands together.
4. Interlink fingers and rub the back of fingers.
5. Rub right thumb in a rotating manner, then repeat with left.
6. Rub fingertips on palms of both hands.
7. Rub both wrists in a rotating manner. Rinse well.

Remember to handwash the FROG way! FRICION RUBS OUT GERMS

Someone’s not handwashing properly? Just say “Ribbit!”

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

Marilee H. Johnson, MBA, MT (ASCP)
Technical Advisor, Infection Prevention
Alliant Quality
marilee.johnson@allianthealth.org
919-695-8331
This material was prepared by Alliant Quality, the quality improvement group of Alliant Health Solutions (AHS), the Medicare Quality Innovation Network - Quality Improvement Organization for Alabama, Florida, Georgia, Kentucky, Louisiana, North Carolina, and Tennessee, under contract with the Centers for Medicare & Medicaid Services (CMS), an agency of the U.S. Department of Health and Human Services. The contents presented do not necessarily reflect CMS policy. Publication No. 125OW-AHSQIN-QIO-TO1NH-20-229