

HQIN

Health Quality Innovation Network

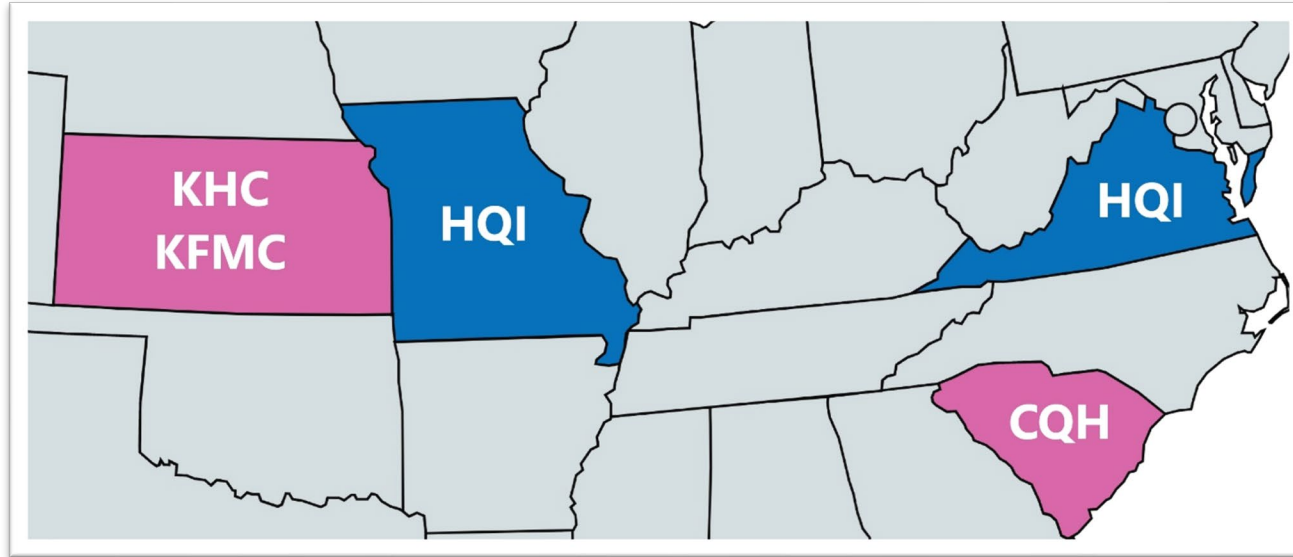


Health Quality Innovation Network

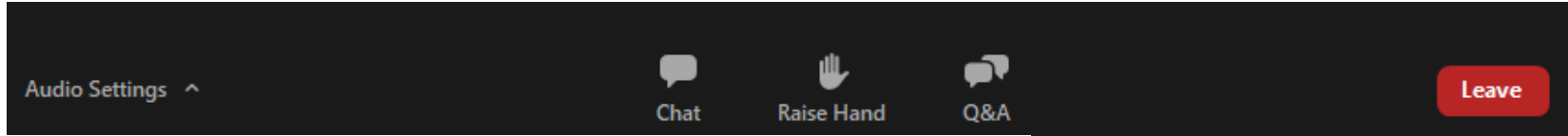
Don't Get Tagged: NHCN Reporting Essentials for Long-Term Care Facilities

March 13, 2024

Health Quality Innovation Network



Logistics – Zoom Webinar



To ask a question, click on the **Q&A** icon.

Raise your hand if you want to verbally ask a question.

Resources from today's session will be posted in **Chat**.

You may adjust your audio by clicking **Audio Settings**.

You have been automatically muted with video turned off.

Your Team



**Allison Spangler,
BSN, RN, RAC-CT, QCP**
Consulting Manager



**Sibyl Goodwin,
BSN, RN, DNS-CT, QCP**
Senior Quality
Improvement Advisor

Objectives

- Understand the current NHSN reporting requirements for long-term care facilities.
- Identify best practices to avoid missing reporting deadlines.
- Discuss how to get assistance should reporting challenges arise.



The Past and the Future

The Past

- Mandatory NHSN reporting began in May 2021
 - Compliance enforcement began on June 14, 2021
 - Noncompliance=a single deficiency at F884 for that reporting week and the imposition of civil money penalty (CMP)

The Future

- Following the end of the PHE, weekly reporting requires were extended until December 31, 2024.
- Expect new guidance before the end of the year.
- [CMS COVID-19 NHSN Reporting Requirements for Nursing Homes \(cdc.gov\)](#)
- [Post PHE Modifications and Registration Information for the LTCF COVID-19 Module - Missouri Long-Term Care Information Update](#)

Why Are We Here Today?

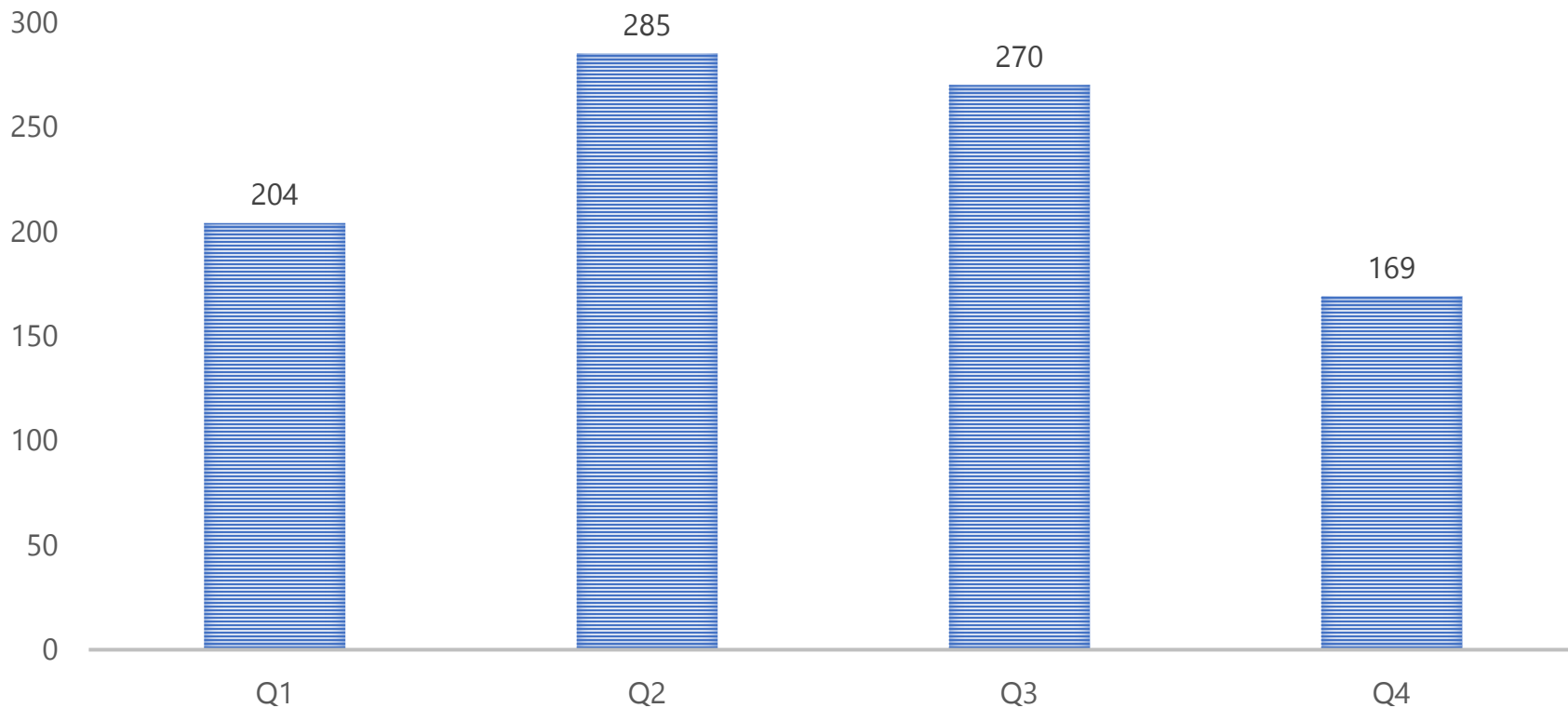
F884-NHSN reporting noncompliance was the top cited deficiency in Missouri during the 4th quarter of 2023.



Certified Facilities
Most Frequently Cited Deficiencies - Health
October 1, 2023 – December 31, 2023

Statewide		Number of Citations
F884	Reporting – national health safety network	169
F880	Infection prevention and control	56
F689	Free of accident hazards/supervision/devices	52
F812	Food procurement, store/prepare/serve – sanitary	49
F658	Services provided to meet professional standards	46
F761	Label/store drugs and biologicals	34
F677	ADL care provided for dependent residents	31
F584	Safe/clean/comfortable/homelike environment	26
F684	Quality of care	26
F550	Resident rights/exercise of rights	24

Missouri: F884 Cited **928** times in 2023



Where to Access NSHN Training and Guidance Documents

The CDC National Healthcare Safety Network (NHSN) website is the official source for information, training, resources and data reporting forms.



National Healthcare Safety Network (NHSN)

[NHSN | CDC](#)
[Long-term Care Facilities \(LTCF\) Component | NHSN | CDC](#)
[LTCF | COVID-19/Respiratory Pathogens Vaccination | NHSN | CDC](#)

Current Definition of Being Up to Date with COVID-19 Vaccination

- Individuals are considered up to date with the COVID-19 vaccines during the surveillance period of January 1, 2024-March 31, 2024, for the purpose of NHSN surveillance if they meet the following criteria:

Received a 2023-2024 Updated COVID-19 Vaccine

[COVID-19 Vaccination Module-Understanding Key Terms and Up to Date Vaccination](#)

Required NHSN Reporting

Weekly:

COVID-19/Respiratory Pathogens Module, includes:

- Resident Impact and Facility Capacity (RIFC)
- POC Test Result
- COVID-19 vaccination for HCP and Residents

Annually:

- LTCF Annual Facility Survey
- HCP Flu Vaccination

Optional NHSN Reporting

- Influenza & RSV Vaccination and Cases (Include in COVID-19/Respiratory Pathogens Module)
- MDRO & CDI
- UTI
- Prevention Process Measures

[Influenza and RSV Vaccination Guidance Document \(cdc.gov\)](#)

[MDRO & CDI | LTCF | NHSN | CDC](#)

[Urinary Tract Infections \(UTI\) | LTCF | NHSN | CDC](#)

[Prevention Process Measures \(PPM\) | LTCF | NHSN | CDC](#)

COVID-19 Pathway Data Reporting

Each week, new data should be reported representing the time since the last report date:

1. Resident Impact and Facility Capacity
2. Staff and Personnel Impact



COVID-19 Vaccination Data Reporting

Cumulative data should be reported every week for all residents and staff that were in your facility for the week of data collection.

1. Residents
2. HCP

COVID-19/Respiratory Pathogens	Dashboard
	Pathway Data Reporting
Vaccination Summary	POC Test Result Reporting
Import/Export	COVID-19 Event
Surveys	COVID-19 Vaccination - HCP
Analysis	Vaccination - Residents
Users	Person-Level COVID-19 Vaccination Form - HCP
Facility	Person-Level COVID-19 Vaccination Form - Residents
Group	

COVID-19 Vaccination Reporting (continued)

COVID-19 Vaccine: HCP	COVID-19 Vaccine: Residents	Influenza/RSV: Residents (Optional)
-----------------------	------------------------------------	-------------------------------------

Resident COVID-19 Cumulative Vaccination Summary for Long-Term Care Facilities

Date Created:

*Facility ID: *Vaccination type: COVID19 Facility CCN #:

*Week of Data Collection: 11/06/2023 - 11/12/2023 *Date Last Modified:


Cumulative Vaccination Coverage


Note: Facilities submit Weekly COVID-19 Vaccination Cumulative Summary data by completing the questions on this form. As of March 28th, 2022 facilities also have the option to use the Person-Level COVID-19 Vaccination Form and select the "view reporting summary and submit" to submit these data. Using the person-level forms is recommended to ensure that individuals who are up to date with COVID-19 vaccination are categorized appropriately according to their vaccination dates.

1. * Number of residents staying in this facility for at least 1 day during the week of data collection	→	<input type="text" value="100"/>
2. * Cumulative number of residents in Question #1 who are up to date with COVID-19 vaccines.		<input type="text" value="50"/>
Please review the current definition of up to date : Key Terms and Up to Date Vaccination.		
3. * Cumulative number of residents in Question #1 with other conditions:		
3.1 * Medical contraindication to COVID-19 vaccine		<input type="text" value="0"/>
3.2 * Offered but declined COVID-19 vaccine		<input type="text" value="50"/>
3.3 * Unknown/Other COVID-19 vaccination status		<input type="text" value="0"/>


Correcting Data

NHSN Home
Alerts
Dashboard ▶
Reporting Plan ▶
Resident ▶
Event ▶
Summary Data ▶
COVID-19 ▶
Vaccination Summary
Import/Export
Surveys ▶
Analysis ▶
Logout

 **Vaccination Summary Data**

 Click a cell to begin entering data for the week which counts are reported.

Reporting of medical events or health problems that occur after vaccination (possible side effects) is encouraged, even


27 February 2023 - 09 April 2023

Record Complete
 Record Incomplete

Weekly Vaccination Calendar

02/27/2023 (Monday) - 03/05/2023 (Sunday)

- COVID-19: HCP
- COVID-19: Residents

03/06/2023 (Monday) - 03/12/2023 (Sunday)

- COVID-19: HCP
- COVID-19: Residents

NHSN Deadline for Weekly Reporting

Reporting week is Monday through Sunday. Data must be submitted into NHSN once every reporting week. Report consistently each week.

Report once every week before Sunday at 11:59 p.m. (EST).

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7						

Alerts

NHSN Home
Alerts
Dashboard ▶
Reporting Plan ▶
Resident ▶
Event ▶
Summary Data ▶
COVID-19 ▶
Vaccination Summary
Import/Export
Surveys ▶
Analysis ▶
Users ▶
Facility ▶
Group ▶
Tools ▶
Logout



Action Items

COMPLETE THESE ITEMS

ALERTS

4
COVID-19 Data Alerts

Data Alerts

- Data that were potentially entered in error are flagged by the NHSN application and an alert is automatically displayed on the application landing page.
- Alerts will persist on the landing page until a user addresses them by confirming or correcting the flagged data using the alerts feature.
- If the data are corrected by updating data on the calendar page, the alerts will persist on the landing page until the NHSN application updates which occurs on Mondays.

Healthcare Personnel Safety (HPS) Component

Key Points: Reporting Requirements

- The Influenza Vaccination Coverage among healthcare personnel (HCP) measure was finalized in the FY 2023 SNF PPS Final Rule – Published in the Federal Register on August 3, 2022.
- CMS-certified skilled nursing facilities (SNFs) are required to report annual HCP influenza vaccination summary data through the NHSN Healthcare Personnel Safety (HPS) Component for the 2023-2024 influenza season.

[Healthcare Personnel Safety Component Healthcare Personnel Vaccination Module Influenza Vaccination Summary Long-Term Care Facilities \(cdc.gov\)](#)

HPS Component (continued)

- Level 3 SAMS access is needed to enter data into the HPS Component
- Collects summary influenza vaccination counts among HCP
- HCP influenza summary reporting in NHSN consist of a single data entry screen per influenza season
- Each time a user enters updated data for a particular influenza season:
 - All previously entered data for that season will be overwritten
 - A new modified date will be auto-filled by the system

[Operational Guidance for Skilled Nursing Facilities to Report Annual Influenza Vaccination Data to CDC's NHSN](#)

Annual HCP Influenza Vaccination

- The reporting period for the 2023-2024 influenza season is from October 1, 2023 through March 31, 2024.
- Facilities are required to submit one report covering the entire influenza season.
- The deadline to report the annual HCP influenza vaccination summary data through the NHSN HPS Component is **May 15, 2024.**




Note on Reporting Requirement

HCP categories	Employees (staff on facility payroll) *	Licensed independent practitioners: Physicians, advanced practice nurses, & physician assistants *	Adult students/ trainees & volunteers *	Other Contract Personnel
1. Number of HCP who worked at this healthcare facility for at least 1 day between October 1 and March 31	25	25	25	15
2. Number of HCP who received an influenza vaccine at this healthcare facility since influenza vaccine became available this season	5	5	5	3
3. Number of HCP who provided a written report or documentation of influenza vaccination outside this healthcare facility since influenza vaccine became available this season	5	5	5	3
4. Number of HCP who have a medical contraindication to the influenza vaccine	5	5	5	3
5. Number of HCP who declined to receive the influenza vaccine	5	5	5	3
6. Number of HCP with unknown vaccination status (or criteria not met for questions 2-5 above)	5	5	5	3

Note: The sum of questions 2-6 MUST equal the number reported in question 1 for each HCP category.

Accessing the HCP Safety Component

Welcome to the NHSN Landing Page


 [blurred]

Select component:
Healthcare Personnel Safety

Select facility/group:
Fac: Joy LTC Facility (ID 30074)

Submit ←

NHSN Home
Alerts
Reporting Plan ▶
HCW ▶
Lab Test ▶
Exposure ▶
Prophy/Treat ▶
Import/Export

 **Add Influenza Vaccination Summary**

Mandatory fields marked with *

Record the cumulative number of healthcare personnel (HCP) for each category below for the influenza season being tracked.

Facility ID *: Joy LTC Facility (30074)

Vaccination type *: Influenza

Influenza subtype *: Seasonal

Flu Season *: [dropdown]

← ← ←

Upcoming NHSN Office Hours on HCP Influenza Reporting

- Thursday, March 28, 2024, at 2pm ET
 - https://cdc.zoomgov.com/webinar/register/WN_vCui2rNaR6ebeJ7bVoP4RQ
- Thursday, April 25, 2024, at 2pm ET
 - https://cdc.zoomgov.com/webinar/register/WN_GJvxuP61Snyk-XWt-QmQMQ

[HCP Flu Vaccination](#) | [HPS](#) | [NHSN](#) | [CDC](#)

Review Facility Administrator in NHSN

Log into NHSN and make sure your facility has an active Facility Administrator.

The Facility Administrator:

- One person designated to this role.
- Only the Facility Administrator can:
 - Enroll a facility in one or more components in NHSN
 - Reassign the role of Facility Administrator.
 - Manage/negotiate locations that are used across components.

[REMINDER: Review Facility Administrator in NHSN \[PDF – 103 KB\]](#)

Reassigning the NHSN FA Role

If the NHSN Facility Administrator (FA) role needs to be reassigned, the current FA should complete steps in NHSN to ensure the role is properly reassigned.

If your NHSN Facility Administrator has left the facility, NHSN can add an individual as the new NHSN Facility Administrator.

- Complete the NHSN Facility Administrator Change Request Form: <https://www.cdc.gov/nhsn/facadmin/index.html>
- Allow up to 5 business days for the change request form to be verified and completed.
- Do not re-enroll the facility in NHSN.

LTCF Annual Facility Survey

At the beginning of each survey year, a new facility survey must be completed to reflect data from the prior calendar year.

- Must be completed in one session because incomplete surveys cannot be saved.
- Once completed, the survey alert will disappear.
- **Due March 1, 2024.**

Note: Surveys sent by email will not be accepted.



[Annual Surveys, Locations & Monthly Reporting | PSC | NHSN | CDC](#)
[LTCF NHSN Annual-Facility-Survey-Guidance-508.pdf](#)
[Instructions for Completion of LTCF Component Annual Facility Survey \(cdc.gov\)](#)

Best Practice to Avoid Reporting Issues

- Know who is your NHSN Facility Administrator.
- Have at least one back up reporter for NHSN with Level 3 SAMS access.
- Have a designated day for weekly reporting.
- If a NHSN reporter is leaving, have a succession plan in place before their last day.
- When prompted to change your password:
 - Consider changing prior to required date.
 - Once changed, exit the website and re-enter through a new browser link, not one saved on your computer.
- Know where to get help.

Have a Question or Need Help?

NHSN

- Use **NHSN-ServiceNow** to submit questions to the NHSN Help Desk.
 - Locate the portal website here: [nhsn_csp - NHSN Customer Service \(cdc.gov\)](#)
 - ServiceNow should be used instead of [nhsn@cdc.gov](#) , [nhsntrain@cdc.gov](#) , and [nhsndua@cdc.gov](#) . Users will be authenticated using CDC's Secure Access Management Services (SAMS), the same way you access NHSN.
 - If you do not have a SAMS login, or are unable to access ServiceNow, you can still email the NHSN Help Desk at [nhsn@cdc.gov](#).

HQIN NHSN NH Reporting Group

- Nursing homes are invited to join the reporting group. Doing so is optional.
- Joining confers **view only** rights to submitted NHSN data.
 - HQIN cannot enter, edit or delete your data.
- Why join?
 - Improves HQINs ability to provide reporting help when needed.

[How To Join the HQIN Nursing Home Reporting NHSN Group | HQIN](#)

The Weekly Dose



The *Weekly Dose* is a brief bulletin that provides you with the latest guidance and information to support vaccine uptake. As your Medicare Quality Innovation Network – Quality Improvement Organization (QIN-QIO), our team of nursing home experts at the [Health Quality Innovation Network \(HQIN\)](#) is dedicated to helping you increase your vaccination rates. Please [contact us](#) with questions.

National Healthcare Safety Network (NHSN) Announces Planned Outage

The NHSN application will be offline beginning at 8 p.m. ET on Friday, February 23 through Sunday, February 25 for a large system upgrade. Users will be unable to access NHSN for any purpose during this time and should plan accordingly.



Beginning Monday, February 26 at 8 a.m. ET, users will be able to access NHSN using the same login process and credentials you previously used.

If you experience issues logging in on Monday morning, please contact the NHSN Help Desk in [ServiceNow](#) (accessed through your Secure Access Management System (SAMS) account) to submit a ticket, using the subject line “Post-Upgrade Login.”

CMS is aware of this update and will be suspending citation and enforcement for the week of February 19-26. For any concerns regarding reporting deadlines and/or penalties, please [contact CMS](#).

Additional Resources

- [LTC COVID-19 How to Add a User \(cdc.gov\)](#)
- [How to Edit Email Addresses in SAMS and NHSN Facilities \(cdc.gov\)](#)
- [NHSN LTCF COVID-19 Module Facility Dashboard \(cdc.gov\)](#)
- [Correcting COVID-19 Data \(cdc.gov\)](#)
- [RIFC Vaccination Status Guidance Document \(cdc.gov\)](#)
- [Person-Level COVID-19 Vaccination Form Quick Reference Guide Updated June 2023 \(cdc.gov\)](#)

Additional Resources (Continued)

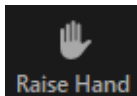
- [Quick Reference Guide: How to Check Create Dates \(cdc.gov\)](#)
- [How to Run Healthcare Personnel COVID-19 Vaccination Data Reports for Long-Term Care Facilities: January 2024 and Forward \(cdc.gov\)](#)
- [How to Run Reports for LTC Reference Guide June 2023 \(cdc.gov\)](#)
- [How to Run COVID-19 Vaccination Reports for Long-Term Care Facilities Prior to June 2023 \(cdc.gov\)](#)
- [NHSN COVID-19 Surveillance and Vaccination Data Weekly Submission Deadlines - 2024 | HQIN](#)

Vaccination Clinic Support



COVID-19 Vaccine Clinic
Support Request Form

Questions? Comments? Share What is Working or What is Difficult for Your Team!



Raise your hand to verbally ask a question



Type a question by clicking the **Q&A** icon

*Don't hesitate to ask a question after the webinar is over.
Email LTC@hqi.solutions or your HQIN Quality Improvement Advisor.*

FOR MORE INFORMATION

Call 877.731.4746 or visit www.hqin.org

LTC@hqi.solutions

Kansas

Brenda Groves

Quality Improvement Advisor

bgroves@kfmc.org

785.271.4150

Virginia and Missouri

Allison Spangler

Quality Improvement Advisor

aspangler@hqi.solutions

804.289.5342

South Carolina

Alyssa Pischel

Director Post Acute Quality Improvement/State Director

apischel@constellationqh.org

919.461.5528

CONNECT WITH US

Call 877.731.4746 or visit www.hqin.org



@HQINetwork

Health Quality Innovation Network