Enrollement for Physically Separate Facilities/Units

October 2018 Newsletter: https://www.cdc.gov/nhsn/pdfs/newsletters/nhsn-nl-oct18-508.pdf

Guidance on Enrollment for Physically Separate Facilities/Units

Physically Separate Facilities Should be Enrolled Separately in NHSN

If free-standing facilities are located in physically separate buildings, whether on the same property or over multiple campuses, each individual facility should be enrolled separately in NHSN. This applies even if physically separate facilities share a single CMS Certification Number (CCN). When a CCN is shared across multiple facilities, the CDC will aggregate the risk-adjusted data from all applicable NHSN OrgIDs and will send the aggregate data to CMS under the single CCN for CMS reporting purposes. Each distinct facility should monitor HAIs and prevention efforts separately, for the purposes of accurate tracking and targeted infection control. Separation of physical buildings ensure each individual hospital/campus is risk adjusted based on the characteristics of that individual hospital; rather than characteristics of all hospitals in their system/CCN combined. This is important when individual buildings identify different facility types from one another. Please review "The Guide to the SIR" to see how different facility types impact various HAI risk adjustment models here, https://www.cdc.gov/nhsn/pdfs/ps-analysis-resources/nhsn-sir-guide.pdf

In addition, if Inpatient Rehabilitation Facility (IRF) and Inpatient Psychiatric Facility (IPF) units are located in physically separate buildings from the affiliated acute care hospital, they too should be enrolled as separate facilities in NHSN.

*EXCEPTION: This does not apply to emergency departments that are affiliated with the hospital but are in a physically separate location. Affiliated emergency departments can be mapped as a unit within the existing NHSN acute care hospital for the purposes of LabID Event surveillance.

If your facility or healthcare system has been incorrectly enrolled and reporting data from multiple facilities into a single NHSN OrgID, please see the guidance below on how to address this situation. The steps below will ensure that the necessary enrollment/location mapping changes will not impact CMS Quality Reporting Programs:

1. Continue reporting into one NHSN OrgID for the remainder of the current quarter. For example, if you realize in May 2018 that your healthcare system is incorrectly enrolled, continue reporting this way until all data for 2018 quarter 2 (through June 2018) have been entered.

2. Once all data for the current quarter have been entered, continue to use the established NHSN OrgID for the reporting of data from the largest hospital in the healthcare system. You will need to enroll each of the additional hospitals as separate facilities in NHSN. The process of enrolling separate facilities may begin at any time, however we recommend that facilities wait to enter data into the "new" NHSN facilities until the start of the next quarter. To enroll facilities, you will need to have "NHSN Enrollment" listed as an activity on your SAMS profile. Email the NHSN Helpdesk (NHSN@cdc.gov) if you need to have "NHSN Enrollment" added to your SAMS profile.

3. Once all data for the current quarter have been entered, inactivate all NHSN locations in the established OrgID that represent units in a physically separate facility. For detailed instructions on inactivating a location, please see page 6 from the June 2017 NHSN Newsletter: https://www.cdc.gov/nhsn/pdfs/newsletters/nhsn-nl-jun-2017.pdf.

4. Complete enrollment and facility set-up for the new NHSN facilities, including proper location mapping. If the facility was using CDA to upload data into NHSN, each new NHSN facility will need a separate OID. The OIDs for the new facilities can be requested using this process: https://www.cdc.gov/nhsn/pdfs/cda/OID_Assignment_Procedure.pdf . Once the OIDs are obtained, they should be entered into the new NHSN facilities and shared with your vendor. The NHSN Group function is available for organizations that wish to easily view data from multiple NHSN facilities. More information is here: http://www.cdc.gov/nhsn/group-users/index.html

2017 NHSN Newsletter: https://www.cdc.gov/nhsn/pdfs/newsletters/nhsn-nl-jun-2017.pdf
OID Assignment Procedure: https://www.cdc.gov/nhsn/pdfs/cda/OID_Assignment_Procedure.pdf
NHSN Group Users: https://www.cdc.gov/nhsn/group-users/index.html

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