Hemovigilance Module: Quick tips for Incident reporting

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QUICK TIP: On the **Monthly Incident Summary Form** screen, the Hemovigilance (HV) Module user should enter the total number of incidents during the month. The total number of incidents *should also include* those incidents reported on a **Detailed Incident Form**.

Add Monthly Incident Summary

* Process code	* Incident code	* Total Incidents	* Total Adverse Reactions
PC: Product check-in	PC 01 - Data entry incomplete/incorrect/not performed	2	0
PR: Product/test request	PR 03 - Special processing needs not indicated (e.g., CMV neg, autologous)	3	0
Total		5	0

Add Row   Clear All Rows

Add Incident

*Facility ID: KWC (ID 10976)

Local Incident # or Log #: 123456

Discovery
* Date of di
*Time of di:

Add Incident

*Facility ID: KWC (ID 10976)

Local Incident # or Log #: 123456

Discovery
* Date of discove
*Time of discove

Add Incident

*Facility ID: KWC (ID 10976)

Local Incident # or Log #: 123456

Discovery
* Date of discovery: 01/01/2018
*Time of discovery: 00 00 (HH:MM)
*Where in the facility was the incident discovered?
BB1 - BLOOD BANK EAST

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QUICK TIP: For more information about the **Monthly Incident Summary Form** and the **Detailed Incident Form**, refer to the **Table of Instructions**.

Summary TOI:
https://www.cdc.gov/nhsn/forms/instr/57_302-TOI-8_1.pdf

Detailed TOI:
https://www.cdc.gov/nhsn/forms/instr/57.305-TOI-8_1.pdf

Continued →

NHSN National Healthcare Safety Network

CDC

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3 **QUICK TIP:** On the **Monthly Reporting Denominators Form** screen, the HV Module user should check the box indicating no incidents occurred that met incident criteria defined in the NHSN HV Module Protocol if surveillance was conducted and there were no incidents for the month. For more information, refer to the Monthly Reporting Denominators **Table of Instructions**: https://www.cdc.gov/nhsn/forms/instr/57.303-toi-8_1.pdf

Add Monthly Reporting Denominators

*Facility ID: KWC (ID 10976)

No Adverse Reactions reported this month ☐   No Incidents reported this month ☐

Product		*Units Transfused	*Aliquots Transfused	*Total Discards
Blood		0		0

5 **QUICK TIP:** HV Module users can check the box for no event from the Missing Incident List ONLY if the Monthly Reporting Denominator Form has been entered for the same month.

4 **QUICK TIP:** An **alert** will appear on the Biovigilance Home Page for each month that:

- A Detailed Incident Form is not entered
OR
- The box is not checked on the Monthly Reporting Denominator Form

Action Items

ALERTS

13
Missing Incidents

Missing Incidents | **Missing Adverse Reactions** | **Missing Denominator Data**

◁◁ ◁ Page 1 of 2 ▷▷ ▷▷|

Module	Month/Year	Alert Type		Report No Events
HV	10/2016	No incidents	Add Incident	☐ **No Denom. entered**
HV	01/2017	No incidents	Add Incident	☐ **Denom. entered**

6 **QUICK TIP:** HV users can enter an incident report by clicking "Add Incident."

Blood Safety Surveillance website: http://www.cdc.gov/nhsn/acute-care-hospital/bio-hemo/index.html
NHSN user support: nhsn@cdc.gov

NHSN National Healthcare Safety Network

National Center for Emerging and Zoonotic Infectious Diseases
Division of Healthcare Quality Promotion

CDC