

LTCF Monthly Summary Data Submission Guidance

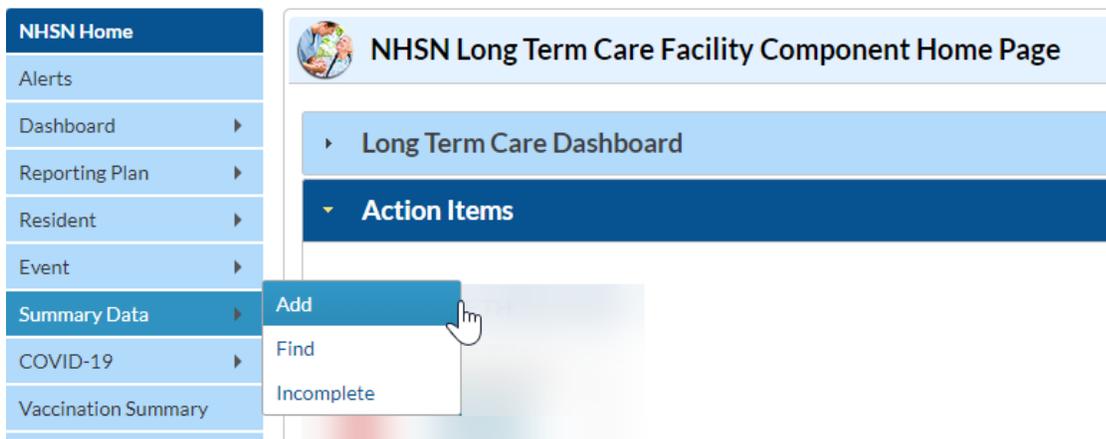
This guidance document will assist the user when entering denominator data in the NHSN application. A facility may choose to use form ([CDC 57.139](#)) to record the aggregate MDRO and/or CDI monthly data that will be submitted to NHSN or form ([CDC 57.142](#)) to manually record daily counts in which only the total for the calendar month is to be submitted to NHSN.

The ability to report Monthly Summary Data is based on the selections your facility identified in the Monthly Reporting Plan (MRP).

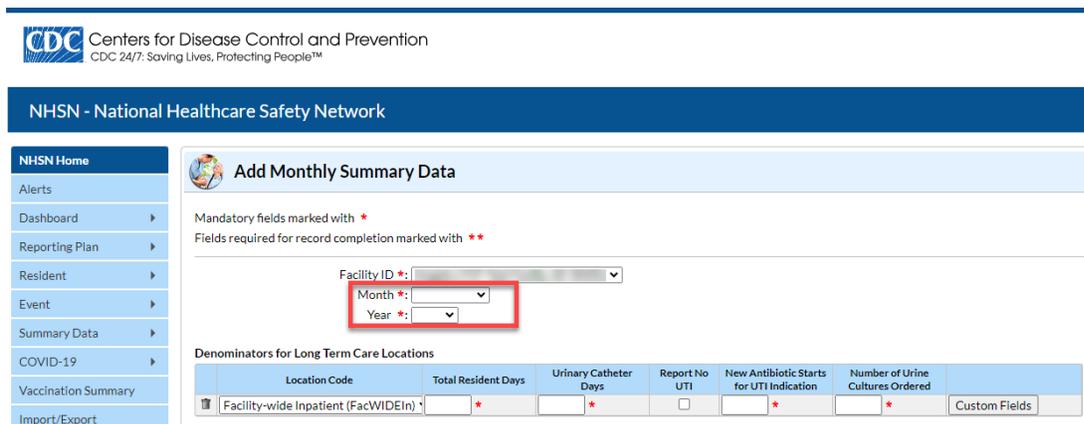
This data cannot be entered prior to the month ending in NHSN. However, events can be submitted in the NHSN application at any time (if there is a MRP in place for the given month). For example, **summary data for the month of February cannot be entered until March 1st.**

Lastly, there is a checkbox that can be selected to indicate that no event has been reported for the given month.

Step 1: On the NHSN Home page blue left navigation panel – select “**Summary Data**” then “**Add**”.



Step 2: On the “**Add Monthly Summary Data**” page – select the **Month** and **Year** in from the drop-down options.



Centers for Disease Control and Prevention
CDC 24/7: Saving Lives, Protecting People™

NHSN - National Healthcare Safety Network

Add Monthly Summary Data

Mandatory fields marked with *

Fields required for record completion marked with **

Facility ID *: [dropdown]

Month *: [dropdown]

Year *: [dropdown]

Location Code	Total Resident Days	Urinary Catheter Days	Report No UTI	New Antibiotic Starts for UTI Indication	Number of Urine Cultures Ordered	
Facility-wide Inpatient (FacWIDEIn)	[input] *	[input] *	<input type="checkbox"/>	[input] *	[input] *	Custom Fields

Step 3: Enter the monthly counts in the required fields (*). If no events are entered for the month, place a check mark in the box(es) for variables “Report No UTI” or “Report No Events” identified for each organism type your facility monitors.

Add Monthly Summary Data

Mandatory fields marked with *

Fields required for record completion marked with **

Facility ID *: [Pike Nursing Home (ID 11106)]

Month *: []

Year *: []

Denominators for Long Term Care Locations

Location Code	Total Resident Days	Urinary Catheter Days	Report No UTI	New Antibiotic Starts for UTI Indication	Number of Urine Cultures Ordered	Custom Fields
Facility-wide Inpatient (FacWIDEIn)	[] *	[] *	<input type="checkbox"/>	[] *	[] *	Custom Fields

MDRO & CDI LabID Event Reporting

Location Code	Resident Admissions: [] *	Resident Days: [] *	LabID Event (All specimens)	Specific Organism Type								Custom Fields	
				MRSA	MSSA	VRE	CephR-Klebsiella	CRE-Ecof	CRE-Enterobacter	CRE-Klebsiella	C.difficile		MDR-Acinetobacter
Facility-wide Inpatient (FacWIDEIn)	Number of Admissions on C.diff Treatment: [] *	Number of residents started on antibiotic treatment for C.diff: [] *	Report No Events <input type="checkbox"/>	Custom Fields									

Step 4: Click “Save” to record your data.

Prevention Process Measures

Location Code	Hand Hygiene		Gown and Gloves	
	Performed	Indicated	Used	Indicated
Facility-wide Inpatient (FacWIDEIn)	[] *	[] *	[] *	[] *



Save **Back**

