

Description

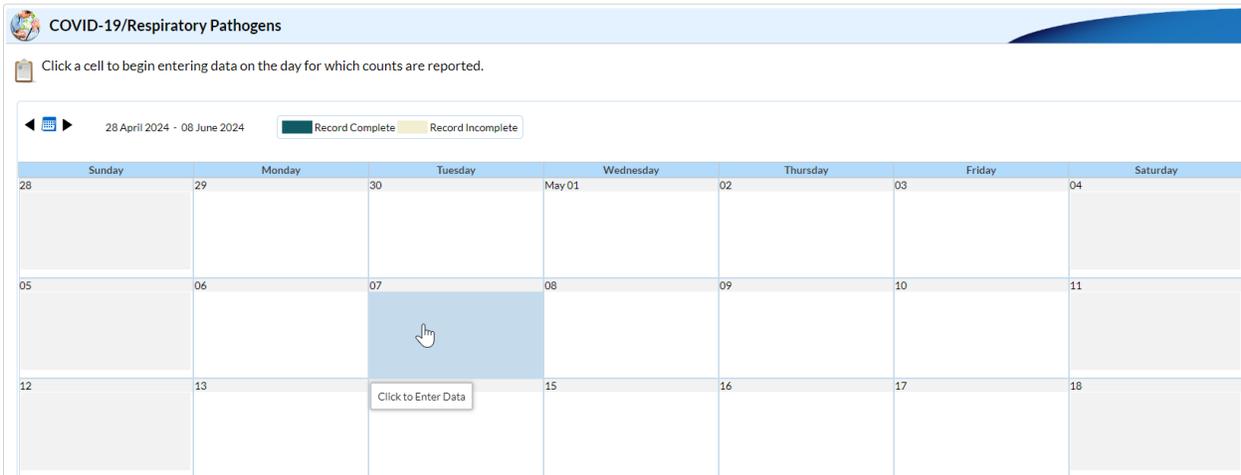
This document serves as a user guide for the COVID-19/Respiratory Pathogens Pathways and the COVID-19/Respiratory Pathogens Vaccination Module data entry screens. The display contains various features that can help users determine a facility’s enrollment status, the documented Centers for Medicare and Medicaid Services (CMS) certification number (CCN), and key dates pertaining to a specific data entry.

As of February 26, 2024, All NHSN timestamps are displayed in Coordinated Universal Time (UTC). UTC is a time standard that is **NOT** adjusted for daylight saving and therefore **DOES NOT** change throughout the year. UTC serves as a uniform and universal reference to measure time across all time zones.

Data Entry Navigation

COVID-19/Respiratory Pathogens Module

Upon login to NHSN Select “COVID-19/Respiratory Pathogens” and then select “Pathway Data Reporting” from the pop out menu. From here, the calendar feature appears. Click a date to begin entering data or to review data previously entered.



After you select a date on the calendar, an additional screen will appear. The screenshot on the next page briefly describes a few key features.

NOTE: On the calendar feature, each of the COVID-19/Respiratory Pathogens reporting pathways will be colored green if all questions have been answered. Any pathway colored tan needs your attention and can be easily addressed by clicking on the date to make edits. If the answer to any data field is “none” enter 0. Blank fields are equivalent to missing data.

Edit COVID-19/Respiratory Pathogens Data

Date for which counts are reported: 05/06/2024 Facility CCN: 1234567 Facility Type: LTC-SVHSNF

Resident Impact and Facility Capacity

Date Created: 05/06/2024 2:43PM

If the count is zero, a "0" must entered as the

Facility Capacity: 125 ALL BEDS

beds that are occupied on the reporting calendar day

nts with a newly positive SARS-CoV-2 viral test result (for example, a positive SARS-CoV-2 antigen test and/or SARS-CoV-2 NAAT

Note: Do not include residents who have a positive SARS-CoV-2 antigen test, but a negative SARS-CoV-2 NAAT (PCR).
Only include residents newly positive since the most recent date data were collected for NHSN reporting.

Callouts:

- This is the date selected on the calendar feature for which data are or will be reported.
- The CMS certification number entered during enrollment is listed. This should be a 6-digit number.
- This is the facility type selected during enrollment. The category includes CMS certified nursing homes.
- This is the first date that a user entered and saved data in the specific pathway. This date is auto-populated and cannot be modified.

NOTE:

- All NHSN timestamps are displayed in the Coordinated Universal Time (UTC).
- The Date Created, Date for which Counts are Reported, CCN, and Facility Type cannot be edited on this screen. If the CCN and facility type are incorrect, please use the instructions on page 3 and 4 to make corrections.

LTC HCP COVID-19 Vaccination and LTC Resident COVID-19 Vaccination

After logging in to the NHSN application, navigate to the "Vaccination Summary" page in the blue left-hand navigation panel. This will bring you to the Vaccination Summary Data page where a weekly vaccination calendar view is displayed.

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

29 April 2024 - 09 June 2024 Record Complete Record Incomplete

Weekly Vaccination Calendar

04/29/2024 (Monday) - 05/05/2024 (Sunday)

- COVID-19: HCP
- COVID-19: Residents
- FLU/RSV: Residents

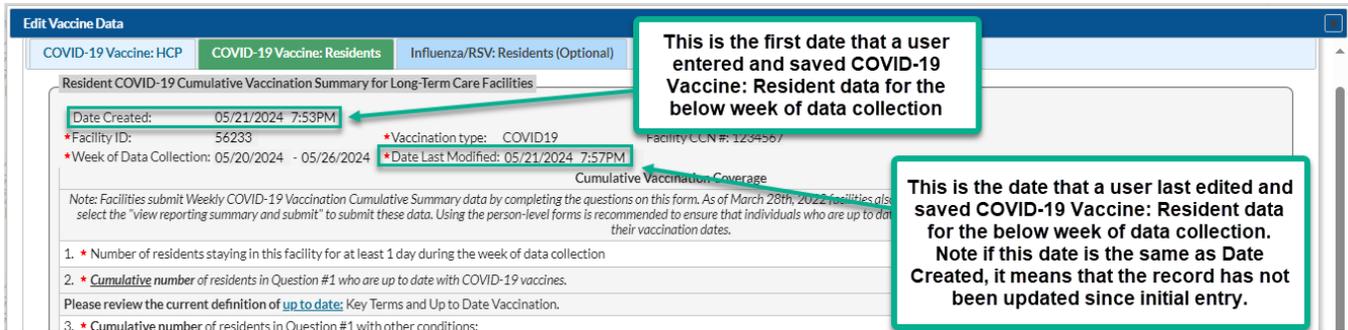
05/06/2024 (Monday) - 05/12/2024 (Sunday)

- COVID-19: HCP
- COVID-19: Residents
- FLU/RSV: Residents

05/13/2024 (Monday) - 05/19/2024 (Sunday)

- COVID-19: HCP
- COVID-19: Residents
- FLU/RSV: Residents

Select the week of interest to view or modify existing data, or to enter new data. After you select a date on the calendar an additional screen will appear. The screenshot below briefly describes a few key features. While the example shown is for Weekly Resident COVID-19 Vaccination data, the same values are displayed at the top of the Weekly HCP COVID-19 Vaccination and Weekly Resident Influenza/RSV data screen. The values Date Created, Facility ID, Week of Data Collection, Vaccination Type and Date Last Modified appear in grey cells and cannot be edited on this screen.



This is the first date that a user entered and saved COVID-19 Vaccine: Resident data for the below week of data collection

This is the date that a user last edited and saved COVID-19 Vaccine: Resident data for the below week of data collection. Note if this date is the same as Date Created, it means that the record has not been updated since initial entry.

NOTE: All NHSN timestamps are displayed in the Coordinated Universal Time (UTC).

How to Enter or Revise Your Facility CCN

If you are unsure of your facility’s CCN, please refer to the look-up tool located at <https://qcor.cms.gov/main.jsp> and follow the instructions below:

1. Using the left navigation panel, select "Basic Search" under "Tool".
2. On the next page, enter your facility information and click the “Search” button.
3. Select your facility on the basic search results report screen to view results and the CCN. **Do not select the laboratory CCN, which has 10 digits and includes a letter.**
4. Compare your CCN generated by the look-up tool to the CCN recorded in NHSN. If these differ, please enter the correct CCN for your facility in NHSN. To change the CCN listed in NHSN, please refer to this guidance document: <https://www.cdc.gov/nhsn/pdfs/ltc/ccn-guidance-508.pdf>

How to Correct Your Facility Type

If you selected the incorrect facility type upon or after completing the enrollment process and would like to change your facility type, follow the directions below:

1. Log into NHSN.
2. On the left-hand navigation panel, select > **Facility**>>**Facility Info** near the bottom of the screen.
3. When the *Edit Facility Information* screen appears, scroll down to *Facility type*.
4. Choose the correct facility type in the drop-down menu.
5. Select “Update” at the bottom of the screen (to save your edits).