Adding and Editing Surgical Site Infection (SSI) Events and Procedures in the NHSN Application

Outpatient Procedure Component

Note: These instructions assume your facility is enrolled with NHSN.

The Outpatient Procedure Component (OPC) is designed for use by Ambulatory Surgery Centers (ASCs). Surveillance for operative procedure(s) may focus on high risk and/or high-volume procedures. In addition, ASCs should use sound risk assessment practices as well as considerations for mandated reporting requirements to determine which operative procedure(s) to monitor. ASCs may voluntarily enroll in OPC-SSI, but federal, state, or organizational mandates supersede voluntary enrollment, and individual ASCs must verify and comply with mandated SSI reporting requirements.

Adding Surgical Site Infection (SSI) Events in the NHSN Application

1. To add Surgical Site Infection (SSI) Events:
   a. Click **Events** on the left-hand side of the Outpatient Procedure Component (OPC) Home Page.
   b. Select **Add** in the upper right-hand corner.

2. You will now be directed to the **Add Event** page.
   a. Select **Lookup Patient** to locate the patient or manually enter patient information.
   b. Select SSI Events, then select the **OPSSI-Surgical Site Infection** option from the **Event Type** drop-down list.

Add Event [Back] [Save]

ℹ️ Mandatory fields marked with*
Fields required for record completion marked with**
Fields required when in Plan marked with>

👤 Patient [Lookup Patient]

Patient Information

~ty ID*

...G Center (ID 13940)

Last Name

Patient ID*

Sex*

Date of Birth*
month/day/year

[More Details ⌄]

🗋 Event

Event Information

Event Number

Date of Event*
month/day/year

Event Type*

3.

Additional event-specific fields will populate. At <u>minimum</u>, complete the fields marked with a red asterisk *****

4. To link an SSI Event with a Procedure, select the **Link Procedure** button. Note: Procedure denominator data must be entered in the NHSN application prior to following the below steps:

Procedure Information [Procedure Not Linked] [Link Procedure]

NHSN Procedure Code:*

CPT Code:*

Procedure Date:*
month/day/year

Check the box to the left of the desired Procedure.
  a.   Select the **Link** button.

  b.   If a procedure was successfully linked, the **Procedure Linked** [Procedure Linked] button will be green.

  c.   Click [Save] in upper right corner, and the green **Successfully saved Event** message will appear

Link Event ✕

	Procedure Number	NHSN Procedure Code	CPT Code	Procedure Date	Linked Events
☐		TSA	23472	2020-12-09	
☐		KPRO	27447	2020-01-03	
☐		BRST	11970	2024-01-08	

[Link] [Cancel]   .

d. To view all procedures, click on the **Event** tab on the left-hand navigation bar, and events with a linked procedure will have **YES** highlighted in green on the right side under **Linked Procedures.**

Editing Surgical Site Infection (SSI) Events in the NHSN Application

1. To edit Surgical Site Infection (SSI) Events, click **Event** on the left-hand side of the Outpatient Procedure Component (OPC) Home Page. In this view, events can be viewed at a higher level.
   a. Click the **Event #** hyperlink. You will be redirected to the **Edit Event** page.

2. On the **Edit Event** page, you can modify Patient and Event Information fields. Reminder that at a **minimum**, fields marked with a red asterisk * must be completed.

3. To delete an event, click the checkbox to the left of the event, then select the **Delete** button.


4. Once the event edits are finalized, select the **Save** button at the bottom of the page. You will be redirected to the **View Event** page.

5. If the event was edited and saved successfully, a green banner will appear at the top of the **View Event** page.
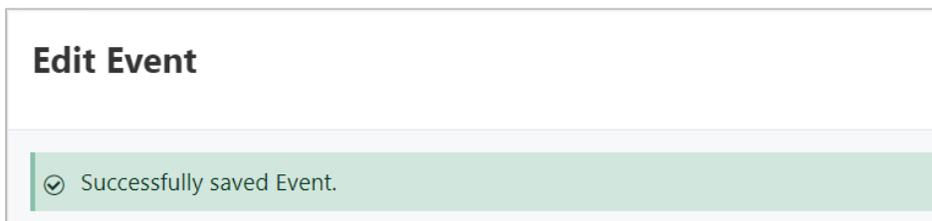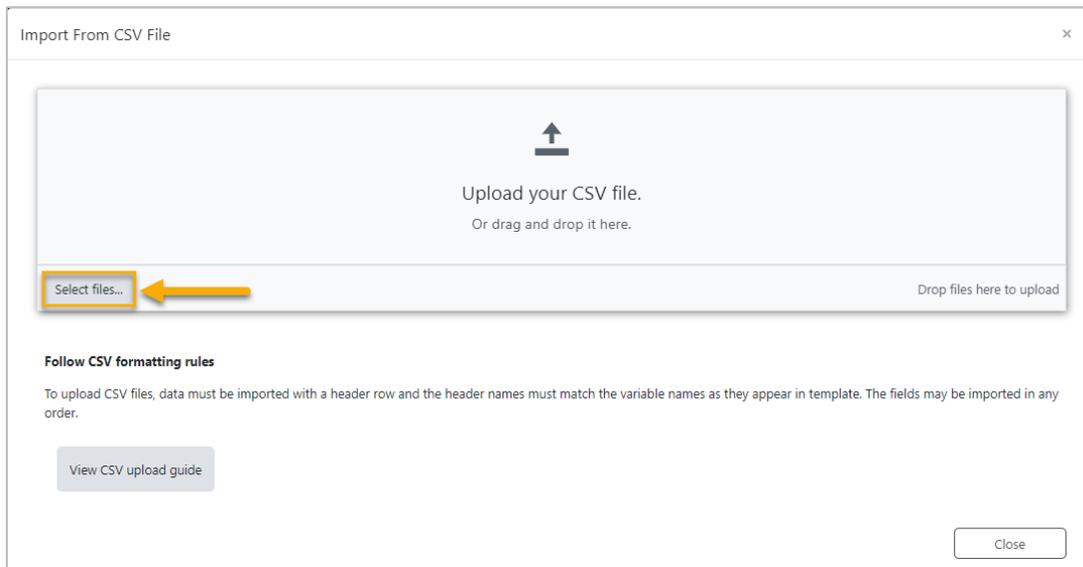
# Adding Surgical Site Infection (SSI) Procedures in the NHSN Application via .CSV Upload

1. Surgical Site Infection (SSI) Procedures can also be added via .CSV upload:
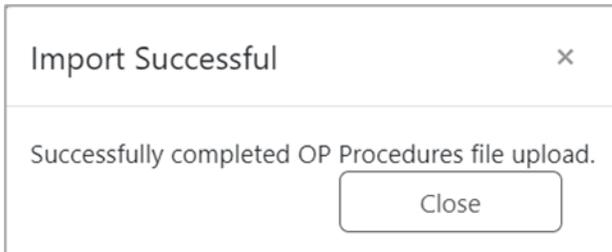   a. Click Procedure on the left-hand side navigation bar, and then click Import.
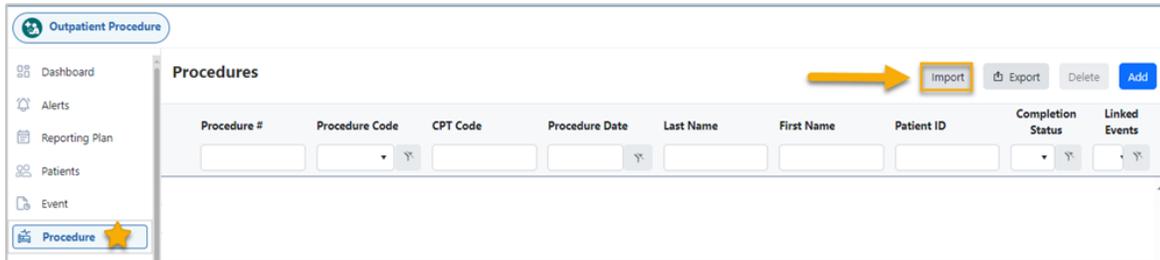
   b. Click **Select files...** to open your file explorer where you will select your saved .CSV file.

b. Once you have selected your .CSV file, it will appear in the window.
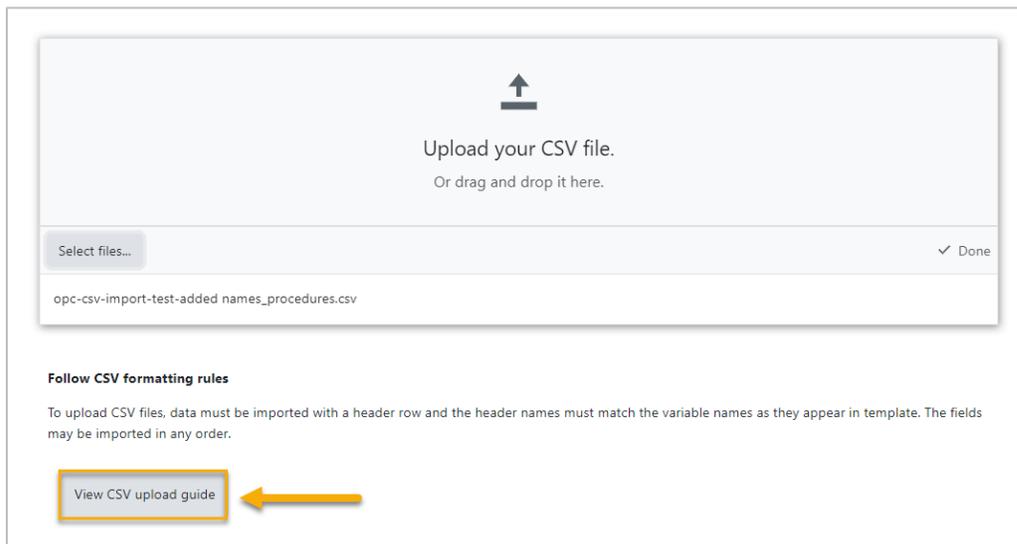
    a) Click **Upload** to upload your file.
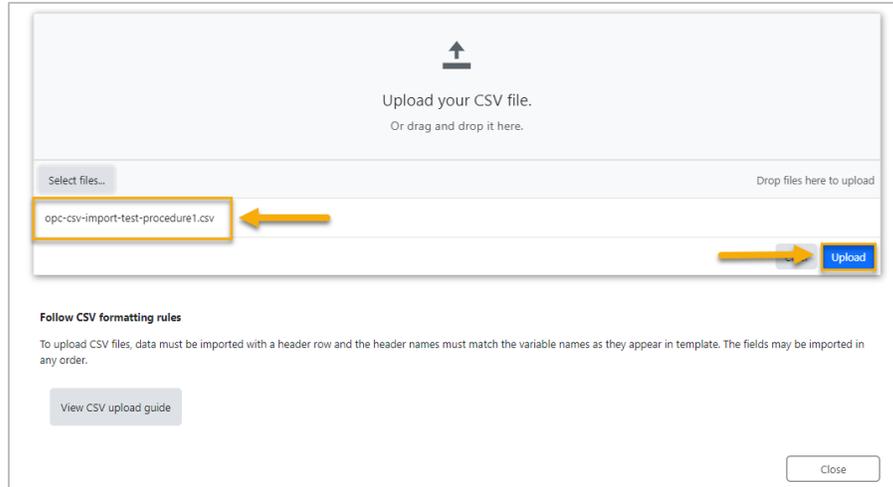
c. **Import Successful** will appear at the top of the page:

d. You will be directed back to the **Procedures** page where you will see your uploaded procedure.

e. By default, records in the import file will be accepted if **both** of the following conditions are met:
    a. Procedure date occurs in a month for which a Monthly Reporting Plan exists.
    b. The Monthly Reporting Plan specifies the procedure code in the import file record.

f. If **Import Errors** occur, there is a built-in alert to assist in locating the error in your .CSV file that need to be addressed prior to import:

Import Errors

CSV Line Number	Field Name	Error
7	sex	Sex is required.
7	sex	Sex is required.
7	sex	Sex is required.

g. For assistance with .CSV file formatting, NHSN procedure codes, and recommendations for importing. procedure data, select the View CSV upload guide icon on the **Import from CSV File** page. An **NHSN Resource Guide – Importing Procedure Data for Outpatient Procedure Component using a Comma-Separated Value (.csv) File** will open.

Additional Resources

ASC SSI Surveillance: https://www.cdc.gov/nhsn/opc/ssi/index.html

ASC SDOM Surveillance: https://www.cdc.gov/nhsn/opc/sdom/index.html

NHSN Support: NHSN Helpdesk using **NHSN-ServiceNow** to submit questions to the NHSN Help Desk or email nhsn@cdc.gov