Importing Procedure Data for Outpatient Procedure Component using a Comma-Separated Value (.csv) File

NOTE: The procedure import file specifications contained in this document were rolled out in NHSN version 9.0. NHSN version 9.0 was deployed to production on 09/22/2018 to begin data entry for procedures with a procedure date of 11/01/2018 and going forward. Ambulatory Surgery Centers will not be able to import procedure data according to these specifications prior to that date.

NHSN recommends using a comma-separated value (csv) file to import procedure data but will also allow importation of procedure data in an American Standard Code for Information Interchange (ASCII) comma delimited text file format. Import files can be generated from different external sources, such as databases or hospital information systems.

- The default import option allows the importation of procedures where the procedure date occurs in a month for which a Monthly Reporting Plan (MRP) exists and specifies the NHSN Procedure Category in the import file record.
- To import records for procedures not in the MRP, you must specify which procedures to include.

Guidance for .csv/ASCII Import:

1. Data **must** be imported with a header row and the header names **must** match the variable names as they appear in the table below. The fields may be imported in any order.

2. The .csv/ASCII file format defined in the table below requires commas between fields, even if no data values exist (for example, optional or empty fields).

3. For operative procedures of the same procedure category that are performed via separate incisions during the same trip to the operating room, separate Denominator for Procedure forms are required (SSI Denominator for Procedure Reporting Instruction #6). Refer to the NHSN Procedure Category table below for the procedure categories that can have multiple procedures.

4. There should be a unique procedure duration for operative procedures of the same procedure category that are performed via separate incisions during the same trip to the operating room. To document the duration of the procedures, indicate the procedure/surgery start time to procedure/surgery finish time for each procedure separately or, alternatively, take the total time for the procedures and split it evenly between the procedures (SSI Denominator for Procedure Reporting Instruction #6).

5. The imported data must be a procedure listed in the NHSN Current Procedural Terminology (CPT) Procedure Category Codes Mapping.

6. If importing Surgeon Codes, all surgeon codes must be set-up in NHSN prior to importing.

7. If importing Custom Fields, these fields must be set-up in NHSN prior to importing data into these fields.

8. If the optional Procedure Comment field has text that contain commas, this text must be placed in double quotation marks - at the beginning and end of the string of text (e.g., "with allograft, dowels, plates").

9. When creating .csv/ASCII files, non-printable characters (such as blank spaces before or after the data) must be excluded, as they may cause the data to be improperly imported and result in errors.

10. Data must be entered in all "Required" fields (marked with an asterisk in NHSN) for both in-plan and off-plan procedure records.

11. Fields marked as "Optional for Import" allow an incomplete record to be imported. ***Note: For in-plan procedure records, an "Optional for Import" field is considered required and must be completed. These fields can be completed in NHSN through manual edit.***

NHSN Procedure Import File Format:

For further clarification of each field, please refer to the NHSN Outpatient Procedure Component SSI Protocol, available at https://www.cdc.gov/nhsn/ambulatory-surgery/index.html.

Variable	Field	Requirement	Values	Format†
patID	Patient ID	Required	-	Character length 15
sex	sex	Required	M – Male F – Female	Character length 1
dob	Date of birth	Required	-	mm/dd/yyyy
medicareID	Medicare beneficiary number	Optional	-	Character length 15
procCode	NHSN procedure category	Required	See allowable NHSN Outpatient Procedure Component procedure categories	Character length 5
procCPTCode	CPT	Required	CPT code must be a valid code as listed in the NHSN Outpatient Procedure Component procedure categories	Field length = 5 alphanumeric
procDate	Date of procedure	Required	-	mm/dd/yyyy
procDurationHr	Duration hours	Required	-	Numeric length 2
procDurationMin	Duration minutes	Required --	-	Numeric length 2
swClass	Wound class	Required	C – Clean CC – Clean Contaminated CO – Contaminated D – Dirty/Infected Note: The following procedure categories CANNOT have a "clean" designation for wound class: APPY, BILI, CHOL, COLO, REC, SB, VHYS.	Character length 2
asa	ASA score	Required	1 - Normally healthy patient 2 - Patient with mild systemic disease 3 - Patient with severe systemic disease, not incapacitating 4 - Patient with incapacitating systemic disease, constant threat to life 5 - Moribund patient < 24 hr life expectancy	Character length 1

Variable	Field	Requirement	Values	Format†
scope	Scope	Required	Y – Yes N – No	Character length 1
surgeonCode	Surgeon code	Optional	-	Character length 20
anesthesia	General anesthesia	Required	Y – Yes N – No	Character length 1
htFeet	Height* in feet	Required for Import (Height must be in Feet/Inches or Meters)	Valid values are >0 and <=8	Numeric length 2
htInches	Height* in inches	**Required** for Import (Height must be in Feet/Inches or Meters At least one format of Height/Weight in English or Metric is required	Valid values are =>0 and <=11	Numeric length 2
htMetric	Height* in meters	**Required** for import (Height must be in Feet/Inches or Meters At least one format of Height/Weight in English or Metric is required	Valid values are >0 and <=2.44	Numeric decimal (6,3) 999.999
wtEnglish	Weight* in pounds	**Required** for import; (Weight must be in Pounds or Kilograms) At least one format of Height/Weight in English or Metric is required	Valid values are >0 and <=999.99	Numeric decimal (5,2) 999.99
wtMetric	Weight* in kilograms	Required for import; (Weight must be in Pounds or Kilograms) At least one format of Height/Weight in English or Metric is required	Valid values are >0 and <=453.55	Numeric decimal (5,2) 999.99
diabetes	Diabetes mellitus	Required	Y – Yes N – No	Character length 1
comment	Comments	Optional	-	Character length 1000

Variable	Field	Requirement	Values	Format†
custom1 – custom14	Custom fields 1-14	Optional	-	Format and order according to custom field set up and sort order, per procedure code: Alphanumeric field length = 15 character Numeric field length decimal (12,3) 999999999.999 Date field = mm/dd/yyyy
custom15 – custom50	Custom fields 15-50	Optional	-	Format and order according to custom field set up and sort order, per procedure code: Alphanumeric field length = 15 character Numeric field length decimal (12,3) 999999999.999 Date field = mm/dd/yyyy

*Values for weight and height can be either in pounds and feet/inches or in kilograms and meters. We do not recommend using both as the system will automatically convert the other.

 **For further clarification of each field, please refer to:

     • NHSN Outpatient Procedure Component Surgical Site Infection Protocol, available at:
https://www.cdc.gov/nhsn/pdfs/opc/opc-ssi-protocol-current-508.pdf.

     • Instructions for Completion of Denominator for Procedure Form (CDC 57.404) available at:
https://www.cdc.gov/nhsn/forms/instr/57.404-toi-508.pdf.

†The character length for non-date fields represents the maximum number of characters allowed, provided the appropriate values are imported according to the NHSN protocols. Values with a shorter character length may be allowed (e.g., the patient ID can be less than 15 characters).

NHSN Procedure Codes for Outpatient Procedure Component

Code	Operative Procedure Category	Procedure Category Description	Multiple
AMP	Limb amputation	Total or partial amputation or disarticulation of the upper or lower limbs, including digits	4
APPY	Appendix surgery	Operation of appendix	N/A
AVSD	AV shunt for dialysis	Arteriovenostomy for renal dialysis	
BILI	Bile duct, liver or pancreatic surgery	Excision of bile ducts or operative procedures on the biliary tract, liver or pancreas (does not include operations on gallbladder only)	N/A
BRST	Breast surgery	Excision of lesion or tissue of breast including radical, modified, or quadrant resection, lumpectomy, incisional biopsy, or mammoplasty.	2
CEA	Carotid endarterectomy	Endarterectomy on vessels of head and neck (includes carotid artery and jugular vein)	2
CHOL	Gallbladder surgery	Cholecystectomy and cholecystostomy	N/A
COLO	Colon surgery	Incision, resection, or anastomosis of the large intestine; includes large-to-small and small-to-large bowel anastomosis; see REC for rectal operations	N/A
FUSN	Spinal fusion	Immobilization of spinal column	4
FX	Open reduction of fracture	Open reduction of fracture or dislocation of long bones with or without internal or external fixation; does not include placement of joint prosthesis	4
GAST	Gastric surgery	Incision or excision of stomach; includes subtotal or total gastrectomy; does not include vagotomy and fundoplication	N/A
HER	Herniorrhaphy	Repair of inguinal, femoral, umbilical, or anterior abdominal wall hernia; does not include repair of diaphragmatic or hiatal hernia or hernias at other body sites.	5
HPRO	Hip prosthesis	Arthroplasty of hip	2
HYST	Abdominal hysterectomy	Abdominal hysterectomy; includes that by laparoscope	
KPRO	Knee prosthesis	Arthroplasty of knee	2
LAM	Laminectomy	Exploration or decompression of spinal cord through excision or incision into vertebral structures	2
NECK	Neck surgery	Major excision or incision of the larynx and radical neck dissection; does not include thyroid and parathyroid operations.	N/A
NEPH	Kidney surgery	Resection or manipulation of the kidney with or without removal of related structures	2
OVRY	Ovarian surgery	Operations on ovary and related structures	2

Code	Operative Procedure Category	Procedure Category Description	Multiple
PACE	Pacemaker surgery	Insertion, manipulation or replacement of pacemaker	N/A
PRST	Prostate surgery	Suprapubic, retropubic, radical, or perineal excision of the prostate; does not include transurethral resection of the prostate	N/A
PVBY	Peripheral vascular bypass surgery	Bypass operations on peripheral arteries and veins	4
REC	Rectal surgery	Operations on rectum	N/A
SB	Small bowel surgery	Incision or resection of the small intestine; does not include smallto-large bowel anastomosis	N/A
SPLE	Spleen surgery	Resection or manipulation of spleen	N/A
THOR	Thoracic surgery	Noncardiac, nonvascular thoracic surgery; includes pneumonectomy and hiatal hernia repair or diaphragmatic hernia repair (except through abdominal approach)	N/A
THYR	Thyroid and/or parathyroid surgery	Resection or manipulation of thyroid and/or parathyroid	N/A
VHYS	Vaginal hysterectomy	Vaginal hysterectomy; excludes the use of laparoscope	N/A
VSHN	Ventricular shunt	Ventricular shunt operations, including revision and removal of shunt	N/A
XLAP	Exploratory laparoscopy	Abdominal operations not involving the gastrointestinal tract or biliary system; includes diaphragmatic hernia repair through abdominal approach	N/A
Custom	Custom procedure	As defined by the facility.	5