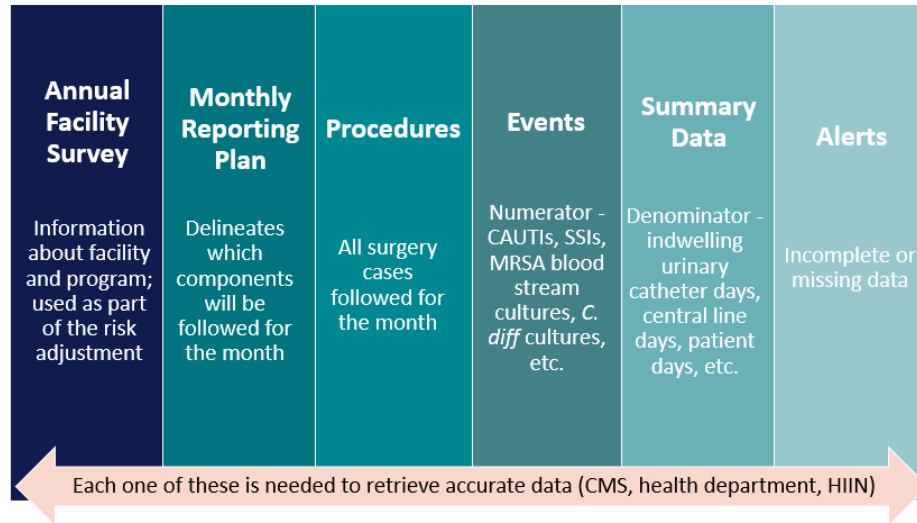


NHSN: Monthly Checklist

www.cdc.gov/nhsn/



Enter Monthly Reporting Plan

Instructions: https://www.cdc.gov/nhsn/forms/instr/57_106.pdf

Device-Associated Module

- Add locations (inpatient only)
- Check CLABSI, CAUTI, VAE, etc. as applicable

Procedure-Associated Module

- Add procedures
- Check IN and/or OUT

Multi-Drug Resistant Organism Module

- Select FACWIDEIN location & MRSA-MRSA
 - Check Lab ID Event Blood Specimens Only
Note: Any ED and Obs units will be added automatically)
- Select FACWIDEIN location & CDIF
 - Check Lab ID Event All Specimens
Note: Any ED and Obs units will be added automatically)

Add Procedures

- Add any required surgeries from CMS, the state, HIIN or facility (e.g., BRST, COLO, HYST, HPRO, KPRO)

Add Events (numerators)

- Add any CAUTI, CLABSI, SSI or VAE infections
- Add all MRSA blood stream cases (all blood specimens, not just those that are hospital-onset; inpatient and ED)
- Add all *C diff* cases (all specimens, not just those that are hospital-onset; inpatient and ED)

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- Add Summary Data** (denominators)
Device-Associated – ICU / Other Locations
Instructions: https://www.cdc.gov/nhsn/forms/instr/57_118.pdf
 - 1 summary data page entered for each inpatient location
 - Total Patient Days
 - Central Line Days, if CLABSI is in monthly reporting plan
 - Urinary Catheter Days
 - Ventilator Days, if VAE is in monthly reporting plan
 - Check “Report No Events” for CLABSI, CAUTI, VAE, if applicable; if this is missed, it can be fixed in “Alerts;” only mark items that are in the monthly reporting plan

- MDRO and CDI Prevention Process and Outcome Measures Monthly Monitoring**
Instructions: https://www.cdc.gov/nhsn/forms/instr/57_127.pdf
 - 1 summary data page for FacWideIn and each ED or Obs unit

<input type="checkbox"/> Line 1 - Total Facility Patient Days inpt)	<input type="checkbox"/> Line 3 - Patient Days
<input type="checkbox"/> Line 1 - Total Facility Admissions	<input type="checkbox"/> Line 3 - Admissions
<input type="checkbox"/> Line 2 - Patient Days	<input type="checkbox"/> Total Encounters (ED)
<input type="checkbox"/> Line 2 - Admissions	
 - Check “Report No Events” for MRSA and C diff, if applicable; if this is missed, it can be fixed in “Alerts”
 - Quarterly: Add C diff test type (March, June, September, December)

- Remedy All Alerts**
Instructions: <https://www.cdc.gov/nhsn/pdfs/gen-support/nhsn-alerts.pdf>

<input type="checkbox"/> Incomplete Events	<input type="checkbox"/> Incomplete Procedures
<input type="checkbox"/> Missing Events	<input type="checkbox"/> Missing Procedures
<input type="checkbox"/> Incomplete Summary Data	<input type="checkbox"/> Missing Procedure-associated Events
<input type="checkbox"/> Missing Summary Data	

- Generate Data Sets** (monthly or more often)

- Enter Annual Facility Survey (Patient Safety Component)** (Jan or Feb)
Instructions: https://www.cdc.gov/nhsn/forms/instr/57_103-TOI.pdf