

HIDI NHSN Confer Rights Instructional Guide

To join the HIDI group in NHSN, login to the CDC/NHSN tool, navigate to the Group tab and choose 'Join'.

User must be administrative-level to complete the process

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

NHSN - National Healthcare Safety Network

NHSN Home

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Memberships

Groups that have access to this facility's data

Maryland Hospital Association (18173)	Confer Rights
NHSN State Users Test Group #2 (20263)	
QIO Test Group-Hospital IQR Program (22924)	
Test Users Group (10654)	

Leave Group(s)

Enter ID and Password for this facility to join a new group

Group ID:

Group Joining Password: **Join Group**

Back

Group dropdown menu:

- Confer Rights
- Join**
- Leave
- Nominate

Enter the HIDI Group ID and Group Joining Password. Click 'Join Group'.

Group ID: 37297 Group Joining Password: MHA37297

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Review the pop-up message and click 'OK' to proceed.

The screenshot shows the 'Memberships' section of the NHSN interface. On the left, there are two main areas: 'Groups that have access to this facility's data' with a list of groups (Maryland Hospital Association, QIO Test Group, Test Users Group) and 'Enter ID and Password for this facility to join a new group' with input fields for Group ID (20263) and Group Joining Password. On the right, a 'Warning' dialog box is open, containing the text: 'The decision to join a group is a decision made by a facility administrator. Existence of a group organization in NHSN should not be construed as a recommendation from CDC to join the group. CDC cannot be held accountable for how group users use data access granted to the group by a facility.' The 'OK' button in the dialog box is circled in red.

The following template will list data that HIDI will be able to access.

The screenshot shows the 'Confer Rights - Patient Safety' section. It includes a warning message: '! Please review the data rights that "NHSN State Users Test Group #2" is requesting from your facility: - Verify locations - Press "accept" button to confer rights or [review current rights before accepting new rights](#)'. Below this is a table with the following content:

General	
	View Options
Patient	<input type="radio"/> With All Identifiers <input checked="" type="radio"/> Without Any Identifiers <input type="radio"/> With Specified Identifiers <input type="checkbox"/> Gender <input type="checkbox"/> DOB <input type="checkbox"/> Ethnicity <input type="checkbox"/> Race <input type="checkbox"/> Medicare # <input type="checkbox"/> Name <input type="checkbox"/> SSN <input type="checkbox"/> Patient ID <input type="checkbox"/> Birthweight (NICU only)
Monthly Reporting Plan	<input checked="" type="checkbox"/>
Data Analysis	<input checked="" type="checkbox"/>
Facility Information	<input checked="" type="checkbox"/>

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Checkmark indicates that specific piece of data is being requested.

Infections and other Events (Not specific to MDRO/CDI)							
Includes Applicable Denominators and "No Events" Indicators							
Plan	Month	Year	Month	Year	Event		N/A
Both	January	2013	To		UTI - Urinary Tract Infection (Cath)	<input type="checkbox"/>	<input type="checkbox"/>
	Location type: (ALL)	Location: (ALL)			Other Location Requirements: Confer rights to all CAUTI data.	Your Locations: All selected	
Both	January	2013	To		BSI - Bloodstream Infection (CLA)	<input type="checkbox"/>	<input type="checkbox"/>
	Location type: (ALL)	Location: (ALL)			Other Location Requirements: Confer rights to all CLABSI data.	Your Locations: All selected	
Both	January	2013	To		SSI - Surgical Site Infection	<input type="checkbox"/>	<input type="checkbox"/>
	Procedure: (ALL)				Setting: <input checked="" type="checkbox"/> IN <input checked="" type="checkbox"/> OUT		

Facilities may check 'N/A' to the right of each line item to exclude that item from being shared.

Infections and other Events (Not specific to MDRO/CDI)							
Includes Applicable Denominators and "No Events" Indicators							
Plan	Month	Year	Month	Year	Event		N/A
Both	January	2013	To		UTI - Urinary Tract Infection (Cath)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Location type: (ALL)	Location: (ALL)			Other Location Requirements: Confer rights to all CAUTI data.	Your Locations: All selected	
Both	January	2013	To		BSI - Bloodstream Infection (CLA)	<input type="checkbox"/>	<input type="checkbox"/>
	Location type: (ALL)	Location: (ALL)			Other Location Requirements: Confer rights to all CLABSI data.	Your Locations: All selected	
Both	January	2013	To		SSI - Surgical Site Infection	<input type="checkbox"/>	<input type="checkbox"/>
	Procedure: (ALL)				Setting: <input checked="" type="checkbox"/> IN <input checked="" type="checkbox"/> OUT		


Use drop-down boxes to exclude specific locations


Infections and other Events (Not specific to MDRO/CDI)							
Includes Applicable Denominators and "No Events" Indicators							
Plan	Month	Year	Month	Year	Event		N/A
Both	January	2013	To		UTI - Urinary Tract Infection (Cath)	<input type="checkbox"/>	<input type="checkbox"/>
	Location type: (ALL)	Location: (ALL)			Other Location Requirements: Confer rights to all CAUTI data.	Your Locations: All selected	
Both	January	2013	To		BSI - Bloodstream Infection	<input type="checkbox"/>	<input type="checkbox"/>
	Location type: (ALL)	Location: (ALL)			Other Location Requirements: Confer rights to all CLABSI data.	Your Locations: <ul style="list-style-type: none"> <input checked="" type="checkbox"/> 1 - TEST OUT PATIENT DIALYSIS CLINIC <input checked="" type="checkbox"/> [INACTIVE] 1 MICU - 1ST FLOOR, NORTH WING, MEDICAL ICU <input checked="" type="checkbox"/> 1 SICU - 1ST FLOOR, SOUTH WING, SURGICAL ICU <input checked="" type="checkbox"/> 10WEST - 10W - SURGICAL WARD <input checked="" type="checkbox"/> 123 - TESTLONGTERM <input checked="" type="checkbox"/> [INACTIVE] 1234 - 10WEST <input checked="" type="checkbox"/> 134 - MS 	
Both	January	2013	To		SSI - Surgical Site Infection	<input type="checkbox"/>	<input type="checkbox"/>
	Procedure: (ALL)				Setting: <input checked="" type="checkbox"/> IN <input checked="" type="checkbox"/> OUT		

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Click 'Accept' at the bottom of the template to grant confer rights.

MDRO/CDI Process & Outcome Measures							
Plan	Month	Year	Mpe	Location	Other Location Requirements	Your Locations	N/A

 **Memberships**

 Conferred Rights saved successfully for group NHSN State Users Test Group

Click 'Back' to exit template review.

MDRO/CDI Process & Outcome Measures							
Plan	Month	Year	Mpe	Location	Other Location Requirements	Your Locations	N/A

Resources:

NHSN Help Desk: nhsn@cdc.gov

NHSN Home Page: <http://www.cdc.gov>

HIDI Staff: jbax@mhanet.com