




Data Sharing in the National Healthcare Safety Network (NHSN)

Joining a Group and Accepting the Confer Rights Template

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This document provides detailed information on how to confer rights to Qsource, your QIN-QIO, and to the QIN NCC. Please Note: Conferring rights must be done independently for each group and cannot be done concurrently.

The Group Function

1. Any entity can maintain a group in the National Healthcare Safety Network (NHSN), e.g., state health departments, hospital systems, quality improvement organizations, etc.
2. Facilities can share data with these partners and agencies using NHSN's group function.
3. Facilities join and provide access to data requested by the group within the NHSN application.
4. A facility that joins a group does not have access to any data from other facilities in the group.
5. Facilities may join multiple groups.

Joining and Conferring Rights to the QIN NCC and Qsource QIN-QIO Groups

- The QIN NCC is the Centers for Medicare & Medicaid Services (CMS) national contractor supporting Medicare Quality Innovation Network-Quality Improvement Organization (QIN-QIO) teams across 53 states and territories and the healthcare providers they work with on specific quality improvement initiatives.
- The QIN NCC is granted rights to nursing home NHSN data, so state and nationally aggregated data can be monitored to create baselines and measure success on Clostridium difficile infection (CDI) reduction efforts.
- The QIN NCC reports only aggregated state- and national-level data for quality improvement purposes. Aggregated data reports may be shared with nursing homes and key national and state partners working to reduce CDIs in nursing homes and communities.
- The QIN NCC will not share nursing home-specific (facility-level) results with CMS.
- Each QIN-QIO will create state-based and facility-level reports that can be shared with individual providers.

Joining and Conferring Rights to the QIN NCC or a QIN-QIO Group under the Long Term Care Facility Component in NHSN

Step 1: Confirm Administrative Privileges and Joining Groups

NOTE:

- Only administrator-level users can join and confer rights to groups on behalf of their facilities. Users can confirm user privileges by noting the options available in the left navigation bar.
- Only administrative-level users will see the Group menu and its sub-options.

Navigate to Group > Join to enter the Group ID and Group Joining Password. The current credentials are below.

1. Enter the five-digit Group ID number in the Group ID field:
 - For joining the QIN NCC, type in Group ID:
 - For joining the QIN-QIO, type in Group ID:
2. Enter the Group Joining Password. The password is case sensitive.
 - For joining the QIN NCC, type in password:
 - For joining the QIN-QIO, type in password:
3. Click the Join Group button. Contact your QIN-QIO for assistance if you have any problems with the ID or password.

The screenshot shows the NHSN interface. At the top, the CDC logo and 'Department of Health and Human Services, Centers for Disease Control and Prevention' are visible. Below this is the NHSN logo and the text 'Logged into CDI Collaborative (ID 43099) as ANGELAA. Facility CDI Collaborative (ID 43099) is following the LTCF component.' The left navigation bar includes 'NHSN Home', 'Alerts', 'Reporting Plan', 'Resident', 'Event', 'Summary Data', 'Analysis', 'Surveys', 'Users', 'Facility', 'Group', and 'Log Out'. The 'Group' menu is expanded, showing 'Confer Rights', 'Join', 'Leave', and 'Nominate'. The main content area is titled 'Memberships' and contains a section 'Groups that have access to this facility's data' with 'Confer Rights' and 'Leave Group(s)' buttons. Below this is a section 'Enter ID and Password for this facility to join a new group' with 'Group ID' and 'Group Joining Password' input fields, a 'Join Group' button, and a 'Back' button.

Step 2: Review the Group Function Disclaimer

Once you have correctly entered the Group ID and Group Joining Password and clicked Join Group, you will see a Warning pop-up message. Please read this message carefully before clicking OK.

The screenshot shows the NHSN interface. On the left is a navigation menu with options like Alerts, Reporting Plan, Resident, Event, Summary Data, Analysis, Surveys, Users, Facility, Group, and Log Out. The main area is titled 'Memberships' and contains a section for 'Groups that have access to this facility's data' with 'Confer Rights' and 'Leave Group(s)' buttons. Below this is a form to 'Enter ID and Password for this facility to join a new group' with fields for 'Group ID' (41245) and 'Group Joining Password' (masked with dots), and a 'Join Group' button. A 'Warning' pop-up window is overlaid on the right, 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 pop-up has 'OK' and 'Cancel' buttons.

Step 3: Rights Conferral Template for the QIN NCC or the QIN-QIO Group

You will now see the rights conferral template for the QIN NCC or QIN-QIO group (see screen shot above of the Confer Rights page). The General and MDRO/CDI Events sections are applicable to the project. See steps 3a-3d for additional details about each section.

The screenshot shows the 'Confer Rights-Long Term Care' form. At the top, it says 'Please review the data rights that [redacted] group is requesting from your facility: - Verify locations - Press "accept" button to confer rights or review current rights before accepting new rights'. The form is divided into several sections: 'Long Term Care', 'General', 'Infections and other Events (Does not include MDRO/CDI Module)', 'MDRO/CDI Events', and 'MDRO/CDI Process & Outcome Measures'. The 'General' section includes 'Resident' (with 'View Options' for identifiers and demographics) and 'Monthly Reporting Plan' (with checkboxes for 'Long Term Care Annual Facility Survey' and 'Data Analysis'). The 'MDRO/CDI Events' section includes a table for 'Specific Organism Type' with checkboxes for ACINE, CDIF, CEPHRKLEB, CRE, MRSA, MSSA, and VRE. The 'Accept' button at the bottom is highlighted with a red box.

Step 3a: General Items

The first area for your review is labeled General and pertains to basic data to which the group is requesting access.

- **Resident Identifiers:** The QIN NCC and QIN-QIO groups are not requesting access to any resident identifiers.
- **Monthly Reporting Plan:** This item is necessary for the group to verify which months your facility is reporting event data to NHSN.
- **Long Term Care Annual Facility Survey:** Information in the survey will enable several risk adjustment calculations in analysis reports and provide the group with facility demographic information. Survey year will correspond with years in which the CDI LabID Event data are being shared. The QIN NCC group and the QIN-QIO group are currently requesting access to Nursing Home Survey Data beginning in 2015 (as would have been entered into NHSN in 2016).
- **Data Analysis:** This item is necessary for the group to analyze facility data using NHSN reports.
- **Facility Information:** This item includes your facility's name and contact information. Without it, the group cannot identify your facility.

NOTE:

- The icon indicates areas of the data rights template that are new to you (or, for later use, items that have been modified by the group).
- No items in this portion of the template can be edited by facility users.

Long Term Care

General

Resident

View Options

With All Identifiers

Without Any Identifiers ⚠

With Specified Identifiers

Gender DOB Ethnicity Race

Medicare # Name SSN Resident ID

Monthly Reporting Plan ⚠

Long Term Care Annual Facility Survey ⚠

Data Analysis ⚠

Facility Information ⚠

Step 3b: MDRO/CDI Events

Neither the QIN NCC nor the QIN-QIO is requesting access to Infections and Other Events data.

Infections and other Events (Does not include MDRO/CDI Module)					
Includes Applicable Denominators and "No Events" Indicators					
Month	Year	Month	Year	Event	N/A

Step 3c: MDRO/CDI Events (cont.)

The MDRO/CDI Events section covers access to data collected for multidrug-resistant organisms (MDROs) and CDIs, including organism-specific LabID event data (numerator) and the corresponding summary data records (denominator).

Both the QIN NCC and QIN-QIO are requesting access to CDI laboratory-identified (LabID) events and summary data for all facility-wide inpatient locations (FACWIDEIN). Each group's request only covers records from the selected month in 2016 onward.

Month	Year	To	Month	Year	Location Type	Location	Other Location Requirements
	2016				FACWIDEIN	FACWIDEIN	

Specific Organism Type:

- ACINE - MDR-Acinetobacter
- CDIF - C. difficile
- CEPHRKLEB - CephR-Klebsiella
- CRE - CRE (CRE-Ecoli, CRE-Enterobacter, CRE-Klebsiella)
- MRSA - MRSA
- MSSA - MSSA
- VRE - VRE

Event Type: LABID - Laboratory-identified MDRO or CDI Event

Step 3d: MDRO/CDI Events Process Measures

Neither the QIN NCC nor the QIN-QIO is requesting access to MDRO/CDI Process and Outcome Measures data.

Once you have reviewed the template, navigate to the bottom of the page and click the Accept button. The QIN NCC or QIN-QIO group can then view and analyze the data covered above. If you have any concerns about items being requested on the rights template, please contact your Qsource representative before accepting. When the template is accepted, data sharing is complete. The Group will be added to the list of Groups the facility belongs to on the Memberships screen.

Month	Year	Month	Year	Location Type	Location	Other Location Requirements	N/A
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Summary

- Facilities can share data with other entities using the group function.
- Facilities join a group using the group's five-digit NHSN ID number and the Group JoiningPassword.
- Facilities must accept a template of requested data rights from the group before any data is shared.
- The data rights template is not editable by the facility with the exception of locations for certain event or denominator types.
- Facilities are notified when data requested by a group changes.

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