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In Part One of this two-part series about preparing to enter data for ASC-8 (Influenza Vaccination Coverage among Healthcare Personnel), we discussed registering key staff in the National Healthcare Safety Network (NHSN). But what happens if your NHSN Facility Administrator has left to be a place-kicker for the Patriots, or worse, she or he walked out without assigning rights to enter data to anyone else at your ASC! Here's a plan of action [linked to Prepare for 2016/2017…document] to prepare for those unexpected staffing turnovers.

Some other tips for NHSN data submission:

- **Attend the NHSN webinar** on October 26. Staff from NHSN will present a detailed guide on how to enter data and fix any issues you encounter in the process. Register from our Events calendar to attend the 2:00 p.m. ET session.
- **Check your CMS Certification Number (CCN).** If NHSN has an incorrect CCN associated with your facility, your ASC may not receive credit for its flu vaccination data. Use the CCN lookup tool on Quality Reporting Center to find your CCN.
- **File a new reporting plan for 2016/2017**. A reporting plan must be established for each flu season.
- **Enter data before the flu season ends.** You can enter your ASC's data beginning in October, so go ahead and gather your staff's flu vaccination information and submit it. Entering your data early allows you to troubleshoot any problems well before the deadline of May 15, 2017. You can check your ASC-8 data submission status on Quality Reporting Center and mark that task as complete!

We have resources to help you prepare for NHSN data submission on Quality Reporting Center [linked to Prepare for 2016/2017…document], and the Help Desk at NHSN is available at nhsn@cdc.gov. You can always call us at 866.800.8756, or send us an email at https://cms-ocsq.custhelp.com.