

Reference #: 2018-07-ASC

From: Quality Reporting Notifications
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To: ASCQR Initiative Discussions
Subject: Quality Reporting Center's Biweekly News Blast



“I love it when a plan comes together.”

Whether you're hearing George Peppard or Liam Neeson in your head saying that line, you have to admit that having a plan come together is a good thing. ASCs need a plan, too – a reporting plan for entering data for ASC-8, Influenza Vaccination Coverage among Healthcare Personnel, to the National Healthcare Safety Network (NHSN). In order to successfully submit data for the 2017/2018 influenza season, you must first create a Monthly Reporting Plan.

To create a Reporting Plan, complete the following steps:

1. Access the SAMS.CDC.gov website, then log-in using the SAMS Grid Card option
2. Select **NHSN Reporting**
3. Click the second tab on the left, labeled **Reporting Plan** and then select **Add**
4. Enter a month and year for the current flu season (**e.g., March 2018**)
5. Click Ok on the popup window stating that no data have been entered yet
6. Check the box for **Influenza Vaccination Summary** and select **Save**
 - Once saved, the **HCW Plan Created Successfully** notification will appear at the top of the page

Once the Reporting Plan has been successfully added, navigate to the **Flu Summary** tab on the left and select **Add**. Then select **2017/2018** in the **Flu Season** drop-down menu. You are now ready to enter data!

Be sure to print and retain a copy of your completed submission; you can use the **Print Form** button on the top right of your screen. You can also find steps on how to verify your data in NHSN at <https://www.cdc.gov/nhsn/pdfs/hps-manual/vaccination/verification-hcp-flu-data.pdf>.

So, if you have a problem, if no one else can help, you can find the ASCQR Support Help Desk at 866.800.8756. If you'd like to schedule a personalized data entry appointment with our ... wait for it ... **A-Team** quality reporting experts, just click on this [link](#).