



Ambulatory Surgical Center Quality Reporting Program

Support Contractor

The Express Train to Success: The Reporting of ASC-8

Questions & Answers

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- Question:** Is the "Re-consent" form only needed for the ASC's?
- Answer:** No, every facility enrolled in NHSN is required to undergo the re-consent process.
- Question:** How can I get a copy of the presentation?
- Answer:** All presentation slides are posted on our website at: www.qualityreportingcenter.com. The recording will be posted within 24 hours.
- Question:** If the facility is already registered and the previous contact person is no longer at the facility, will facility enrollment need to be completed again with the new contact information?
- Answer:** No, you do not need to enroll again. We will cover this information during this presentation. We have printed instructions on our website and can be accessed at this link: <http://www.qualityreportingcenter.com/asc/resources/> under the 'NHSN: Preparing for Data Submission' icon. Additionally, you can e-mail NHSN directly at: nhsn@cdc.gov and request instructions on how to change your NHSN Facility Administrator.



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Question: Does a new administrator need to re-enroll the facility if it was enrolled in the past?

Answer: No, if a facility is actively enrolled in NHSN as the correct facility type, there is no need to re-enroll the facility when a new administrator joins and in fact this should not be done as it will create duplicate facility entries in NHSN. The new administrator's information will be added to the currently-enrolled facility.

Question: If our center has a new name but is using the same CCN, do we need to redo our SAMs grid card enrollment?

Answer: No, you do not have to re-register the facility because it is using the same CCN number, but below is a link to the Contact Information Change form. You should update the new name of your facility so we can change it in our files. The direct link is: http://www.qualityreportingcenter.com/wp-content/uploads/2016/10/ASC_Contact-Change-Form_FINAL.pdf. SAMS grid cards are assigned to individuals, not facilities, so a change in facility information does not require registration via SAMS.

Question: What is the purpose of the Re-consent Form if consent has already occurred?

Answer: NHSN has added provisions to the consent process that were not present in the original consent. Details on what has changed will be provided with the re-consent email sent to your facility.

Question: Is there a specific area in the NSHN site that lists all the Users and the Facility Administrator at that site? Are we able to see who is active with their user/activity to maintain compliance?

Answer: Yes, we will cover that information here today. When logged into NHSN, click on **Users** in the left-hand navigation menu and then click **Find**. If you do not enter any information and hit the "Find" button, it will display a list of all users in your facility and their status. The Facility Administrator is located here and is also listed on the Facility Information page which is under **Facility** in the left-hand navigation menu.

Question: We are opening a second facility in May 2018. It will have the same tax ID, same NPI, (CCN should be the same) as the first facility. Do I need to enroll that facility as well?



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Answer: If this facility is required by CMS to report HCP flu vaccination data, then you will need to enroll and report data for this facility separately from any other facilities.

Question: Is ACS-8 mandatory for all ASC's?

Answer: Yes, you should report the ASC-8 measure to meet the program requirements. If a facility does not answer ACSC-8, they may lose up to two percent of their payment update.

Question: How do you determine which month to select in the Reporting Plan?

Answer: Any month within the current influenza season will be fine. For example, you may select "October 2017" for your plan to report data for the 2017-18 flu season.

Question: What if an employee gets a vaccination after I've already reported? Should I wait to report until near the end of the season to prevent this from occurring?

Answer: You can always edit your data in NHSN before the May 15 reporting deadline to adjust your numbers.

Question: What if someone in the facility already has a SAMS grid card due to use for credentialing? How does that work if you are adding them as a user?

Answer: If the new user already has a SAMS card, they do not need to undergo the SAMS identity verification process again. However, when adding them as a user, please ensure you are using the email address that is associated with their SAMS grid card or they will not be able to access your facility.

Question: How do we check to see who is registered as the Facility Administrator and who is registered as a User?

Answer: When logged into NHSN, click on **Users** in the left-hand navigation menu and then click **Find**. If you do not enter any information and hit the "Find" button, it will display a list of all users in your facility and their status. The Facility Administrator is located here and is also listed on the Facility Information page which is under **Facility** in the left-hand navigation menu.

Question: If I have a nurse manager at another facility with a different CCN, can I assign her as my user? She has done the training and has a SAMS card.



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Answer: You can assign her as a user at your facility with rights to view and enter data. She can then use her SAMS card to access your facility and enter data.

Question: Are Users and/or Facility Administrators prompted to change their passwords within any specific days while registered within the NHSN software?

Answer: NHSN Users will be prompted to change their passwords in SAMS every 60 days.

Question: If you have only two Users, can they both be a Facility Administrator?

Answer: Only one Facility Administrator is permitted per facility. There can be multiple users per facility.

Question: Our second User has a SAMS grid card but has not been able to log in to QualityNet. Should she contact the Help Center?

Answer: Please keep in mind that NHSN and QualityNet are completely separate platforms. The SAMS grid card will only be applicable for the NHSN platform.

Question: Can I use the same SAMS grid card I used from my former facility?

Answer: You should be able to use your SAMS card as long as you are listed as a User at your new facility.

Question: What if a student or staff member is at the center and then gets their flu shot later in the month? Does that count as a vaccination for the month they were at the center?

Answer: As long as they receive their flu shot during the current flu season, it should be included in your facility's reporting. Anyone who works at your facility during the reporting period and who is vaccinated anytime during the influenza season (October 1 through March 31) is counted as vaccinated.

Question: How do I get my contact hour?

Answer: We are covering this now. The complete written instructions are also in the presentation slides. If you have further questions, you can enter your question in the QualityNet QA tool or call us at 866-800-8756.