Conferring Rights to DPH in the National Healthcare Safety Network (NHSN) – Long Term Care Facilities

The Healthcare-Associated Infections (HAI) Program is part of GA DPH. Our mission is to work in partnerships to prevent, detect, and respond to events and outbreaks of healthcare-associated and antimicrobial resistant infections in Georgia. We recognize that the landscape of healthcare-associated infections in long-term care is unique. Therefore, we are interested in having long-term care facilities join our NHSN group. Gaining access to data from long-term care facilities will allow us to analyze data, provide information on the burden of infections, and develop education and interventions specific to this group.

We would like to emphasize that the Department of Public Health is <u>not</u> a regulatory or punitive body; we are a resource for public health in the state and we work to promote and contribute to the highest possible level of health for residents of Georgia. The HAI Program offers many resources to hospitals that participate in the Patient Safety Component of NHSN. One example is the HAI quarterly reports that summarize data from short-term acute care hospitals, long-term acute care hospitals, and inpatient rehabilitation facilities. We also offer technical assistance to our NHSN-reporting hospitals by phone and email. More information is available on our website. Building this partnership is especially important as the state grapples with on-going COVID-19 transmission throughout the state.

In order to become a member of our group:
You must first join our group in NHSN and then confer rights.
- ✓ Our group name is **State of Georgia**
- ✓ The Group ID number is **29283**
- ✓ The Joining Password is **GAhealth1!** (it is case sensitive).

<u>To join the group and confer rights:</u>
- ✓ Log into NHSN and click on **Group** and then **Join**.
- ✓ Enter the Group ID number and the Joining Password (noted above) then click the **Join Group** button.
- ✓ The Confer Rights template will display. Scroll to the bottom of the template and click the ***Accept*** button to complete conferring rights.

If you have any questions about our group or the conferring rights process, please email hai@dph.ga.gov.

July 2020

Instructions for conferring rights:

1. Facility Administrator logs into NHSN

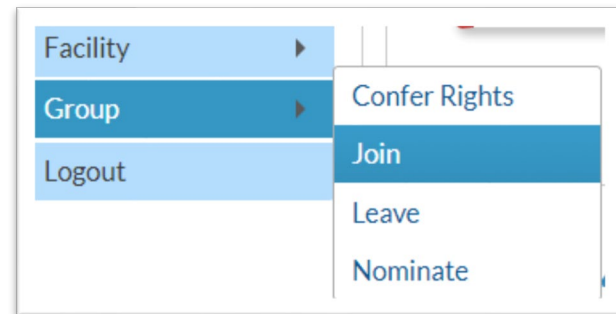2. Select the **Long-Term Care Facility Component**

Select component:
Long Term Care Facility ▾

Select facility/group:
Grp: State of Georgia (ID 29283) ▾

3. Select your facility

4. You will now be in the main NHSN page of the LTCF

   component.

From the left navigation menu:

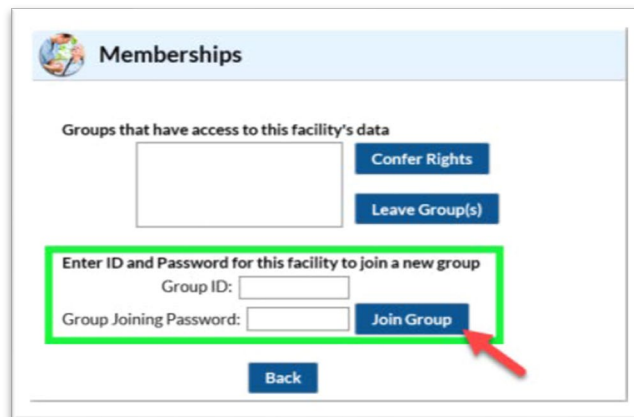**Click "Group"**
Click "Join"

5. Enter the following information to join the Georgia Department of Public
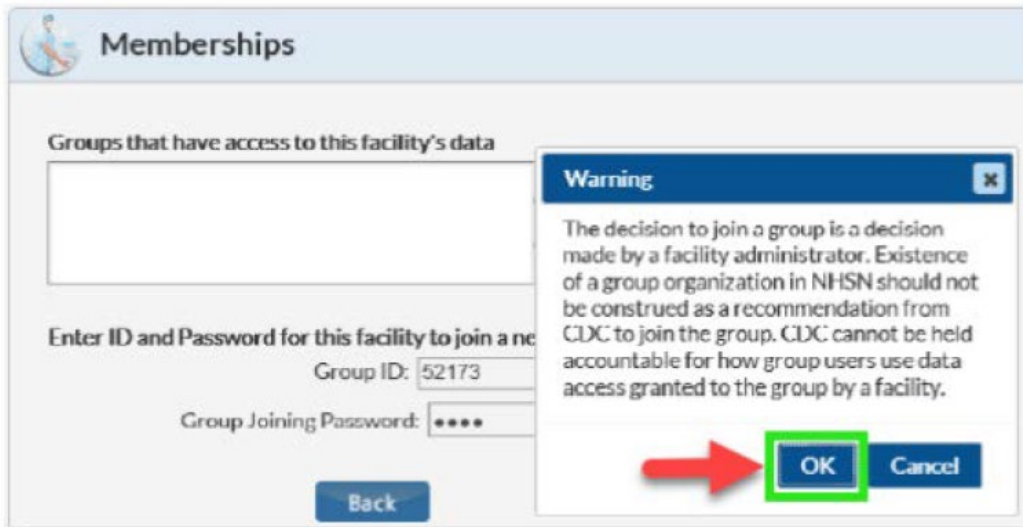
   Health NHSN group:

   Group ID: **29283**
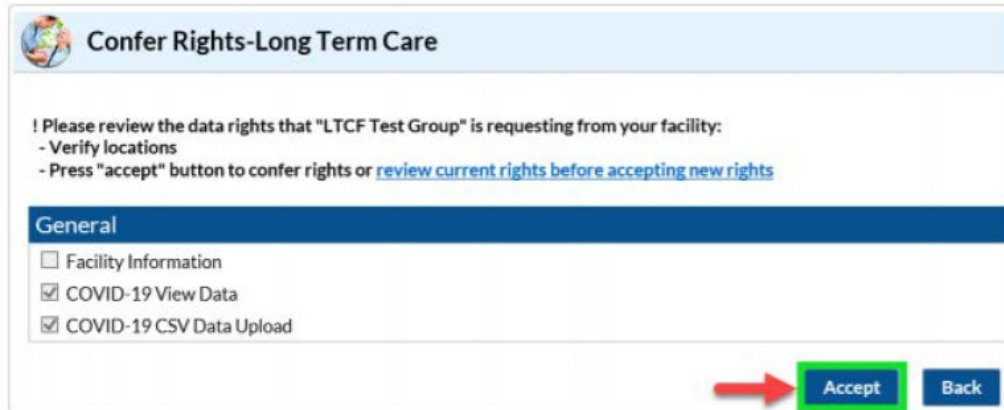   Password: **GAhealth1!**
   Click "Join Group:

6. A warning message will pop-up. Please read the message and acknowledge by clicking "OK" to

   proceed.

7. When you are taken to the confer rights template, you will see the screen below. Checked box indicated the relevant piece of data that is being requested by DPH.

8. For each row in the template, check the N/A box (right side) if your facility is not reporting that HAI event data.

9. Once finished, scroll down to the bottom of the page and click "**Accept**".

Please email hai@dph.ga.gov **with any questions.**

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