Adding and Editing Surgical Site Infection (SSI) Events and Procedures in the NHSN Application

Outpatient Procedure Component

January 2025

Note: These instructions assume your facility is enrolled with NHSN.

The Outpatient Procedure Component (OPC) is designed for use by Ambulatory Surgery Centers (ASCs). Surveillance for operative procedure(s) may focus on high risk and/or high-volume procedures. In addition, ASCs should use sound risk assessment practices as well as considerations for mandated reporting requirements to determine which operative procedure(s) to monitor. ASCs may voluntarily enroll in OPC-SSI, but federal, state, or organizational mandates supersede voluntary enrollment, and individual ASCs must verify and comply with mandated SSI reporting requirements.

Adding Surgical Site Infection (SSI) Events in the NHSN Application

- 1. To add Surgical Site Infection (SSI) Events:
 - a. Click Events on the left-hand side of the Outpatient Procedure Component (OPC) Home Page.
 - b. Select Add in the upper right-hand corner.

Outpatient Procedure								
B Dashboard	Event List							Delete Add
 Alerts Reporting Plan 	Event #	Event Type	Event Date	Last Name	First Name	Patient ID	Location	Complete Linked Status Procedures
28 Patients			•	1				v v
Event	132439	OPSDOM	01/09/2025			MAN123		
	131166	OPSSI	02/06/2024			APPY111		YES
Frocedure	131165	OPSSI	02/06/2024			APPY111		YES

- 2. You will now be directed to the Add Event page.
 - a. Select Lookup Patient to locate the patient or manually enter patient information.
 - b. Select SSI Events, then select the **OPSSI-Surgical Site Infection** option from the **Event Type** drop-down list.

Add Event						Back
Mandatory fields marked with* Fields required for record completion marked with* Fields required when in Plan marked with>						
≗ Patient						okup Patient
Patient Information	Facility ID*		Patient ID*		Date of Birth*	
			*		month/day/year	•
	Last Name		Sex*			
						•
					More D	etails ¥
₿ Event						
Co Event						
Event Information	Event Number	Date of Event*	Event Type			
		month/day/year	8			•
			OPSSI -	Surgical Site Infectio	n	
			OPSDO	и - Same Day Outco	me Measures	



Add Event				Back
Mandatory fields marked with* Fields required for record completion mar Fields required when in Plan marked with:	ked with** >			
≗ Patient	\frown			Lookup P
Patient Information	G Center (II	0 13940)	Patient ID*	Date of Birth* month/day/year
	Last Name		Sex*	
				More Details
ြ Event				
Event Information	Event Number	Date of Event*	Event Type*	
		month/day/waar	H	

Additional event-specific fields will populate. At minimum, complete the fields marked with a red asterisk *

4. To link an SSI Event with a Procedure, select the Link Procedure button. Note: Procedure denominator data must be entered in the NHSN application prior to following the below steps:

Procedure Inf	ormation			Procedure Not Linked	Link Procedure
		NHSN Procedure Code:*	CPT Code:*	Procedure Da	te:*
		•		▼ month/day/	/year 🛱

Check the box to the left of the desired Procedure.

- a. Select the **Link** button.
- b. If a procedure was successfully linked, the **Procedure Linked** button will be green.

Cl	ick	Save in uppe	er right corner, and	d the green s	Successfully saved	Event message	will ap
L	_ink [Event					×
		Procedure Number	NHSN Procedure Code	CPT Code	Procedure Date	Linked Events	
1	\Box		TSA	23472	2020-12-09		•
	\bigcirc		KPRO	27447	2020-01-03		
	\Box		BRST	11970	2024-01-08		

Cancel

Link

Add Event	Back
⊗ Successfully saved Event.	

d. To view all procedures, click on the **Event** tab on the left-hand navigation bar, and events with a linked procedure will have **YES** highlighted in green on the right side under **Linked Procedures**.

Event List Delete Add										
	Event #	Event Type	Event Date	Last Name	First Name	Patient ID	Location	Complete Status	Linked Procedures	
		• 17	<i>M</i>					× 17	1 1	
0	131166	OPSSI	02/06/2024	And the second s	110	APPY111			YES	
	131165	OPSSI	02/06/2024	10000	10	APPY111			YES	
	131164	OPSSI	02/06/2024	-		APPY111			YES	
	131103	OPSSI	05/14/2024	And the second s	10	APPY111			YES	
	130956	OPSSI	05/22/2024	1000	1000	FT4567			YES	
	116111	OPSDOM	01/08/2020			REASSIGN				
	99365	OPSSI	12/16/2020	10000		APPY111		Υ	YES	
	79479	OPSSI	07/25/2018			REASSIGN		Υ	YES 🔻	
14	н « Page 1 of 1 » н 10 • items per page 1-8 of 8 i									

Editing Surgical Site Infection (SSI) Events in the NHSN Application

- 1. To edit Surgical Site Infection (SSI) Events, click **Event** on the left-hand side of the Outpatient Procedure Component (OPC) Home Page. In this view, events can be viewed at a higher level.
 - a. Click the Event # hyperlink. You will be redirected to the Edit Event page.

Dashboard	Ev	ent List													D	elete	Add
 Alerts Reporting Plan 		Event #		Event Type		Event Date		Last Name	First Na	ame	Patient ID	Location		Comple Statu	ete s	Linke Proced	d ures
28 Patients					•)		1							•	12	•	17
		131166		OPSSI		02/06/2024		10000			APPY111					YES	-
Lö Event	0	131165		OPSSI		02/06/2024		-	-		APPY111					YES	
🛱 Procedure		131164		OPSSI		02/06/2024		-	-		APPY111					YES	
∑ Summary Data	0	131103	-	00001		05/14/2024		-	-		APPY111					YES	
Surveys		130956		OPSSI		05/22/2024		1000	1454		FT4567					YES	
Users		116111		OPSDOM		01/08/2020					REASSIGN						
all Applyric	0	99365		OPSSI		12/16/2020		-			APPY111		Y			YES	
		79479		OPSSI		07/25/2018					REASSIGN		Y			YES	-
Facility Info	н	∢ Pag	e 1	of 1 ►	н	10 • items	per pa	ge								1 - 8 o	f 8 items

2. On the **Edit Event** page, you can modify Patient and Event Information fields. Reminder that at a **minimum**, fields marked with a red asterisk * must be completed.

Edit Event						Back
C Event						
Event Information	Event Number	of Event*	- -	Event Type* OPSSI - Surgical Site Infection Date of Encounter>		÷
Procedure Information This Procedure is in Plan. This event must be linked to an existing procedure.	NH5N Procedure Code* BRST - Breast surgery		٠	CPT Code* 11970 •	Procedure Linked Procedure Date:* 01/08/2024	Unlink Procedure
SSI Details	SSI Level> SIP - Superficial Incisional Primary			SSI Event Detected* Active surveillance - SSI was identified through the facil	ity's active surveillance process	٠
	Sign 2 Supposes Products classings or material Branchers Branch	ysidan		Active Detection Method Enclose at that apply) Broker of a patient's medical record bits discharge surgeon survey Post discharge patient letter Post discharge phone call Cooperative infection prevention process between	acilities	
Additional Details	Died**		•	Contributed to Death		v
Pathogens	Pathogens Identified> N - No		•			

3. To delete an event, click the checkbox to the left of the event, then select the **Delete** button.

Ev	ent List								Delete Add
	Event #	Event Type	Event Date	Last Name	First Name	Patient ID	Location	Complete Status	Linked Procedures
ł		• 17	X					1 +	×) ⁷
	131166	OPSSI	02/06/2024		10	APPY111			YES
0	131165	OPSSI	02/06/2024	Telefficient .		APPY111			YES
	131164	OPSSI	02/06/2024	10000		APPY111			YES
0	131103	OPSSI	05/14/2024	10000	-	APPY111			YES

4. Once the event edits are finalized, select the **Save** but the **View Event** page.

Save button at the bottom of the page. You will be redirected to

5. If the event was edited and saved successfully, a green banner will appear at the top of the View Event page.



Adding Surgical Site Infection (SSI) Procedures in the NHSN Application via .CSV Upload

- 1. Surgical Site Infection (SSI) Procedures can also be added via .CSV upload:
 - a. Click Procedure on the left-hand side navigation bar, and then click Import.

Outpatient Procedure	•								
Cashboard	Procedures					_	Import	1 Export Dele	te Add
Alerts Reporting Plan Patients	Procedure #	Procedure Code	CPT Code	Procedure Date	Last Name	First Name	Patient ID	Completion Status	Linked Events
Event									

b. Click Select files... to open your file explorer where you will select your saved .CSV file.

iport From CSV File	<
<u>+</u>	
Upload your CSV file.	
Or drag and drop it here.	
Select files Drop files here to upload	
Follow CSV formatting rules To upload CSV files, data must be imported with a header row and the header names must match the variable names as they appear in template. The fields may be imported in any order.	
View CSV upload guide	
Close	

- b. Once you have selected your .CSV file, it will appear in the window.
 - a) Click **Upload** to upload your file.

Upload your CSV file. Or drag and drop it here. Select files Or prime opc-csv-import-test-procedure 1.csv Follow CSV formatting rules To upload CSV file, data must be imported with a header row and the header names must match the variable names as they appear in template. The fields may be ny order. View CSV upload guide	
Or drag and drop it here. Select files. Drop file pc-csv-import-test-procedure1.csv Solow CSV formatting rules pupolad CSV files, data must be imported with a header row and the header names must match the variable names as they appear in template. The fields may b y order. View CSV upload guide	
Select files. Drop files pop-csv-import-test-procedure Lcsv pop-csv-import-test-proced	
opc-csv-import-test-procedure t.cv	s here to uplo
ollow CSV formatting rules o upload CSV files, data must be imported with a header row and the header names must match the variable names as they appear in template. The fields may b ny order.	
ollow CSV formatting rules o upload CSV files, data must be imported with a header row and the header names must match the variable names as they appear in template. The fields may b ny order.	Uploa
ollow CSV formatting rules o upload CSV files, data must be imported with a header row and the header names must match the variable names as they appear in template. The fields may b ny order. View CSV upload guide	
View CSV upload guide	
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	e imported in
	e imported ir

c. Import Successful will appear at the top of the page:

Import Successful	×
Successfully completed OP Procedures file u	pload.

- d. You will be directed back to the **Procedures** page where you will see your uploaded procedure.
- e. By default, records in the import file will be accepted if **both** of the following conditions are met:
 - a. Procedure date occurs in a month for which a Monthly Reporting Plan exists.
 - b. The Monthly Reporting Plan specifies the procedure code in the import file record.

f. If **Import Errors** occur, there is a built-in alert to assist in locating the error in your .CSV file that need to be addressed prior to import:

Import Errors		
CSV Line Number	Field Name	Error
7	sex	Sex is required.
7	sex	Sex is required.
7	sex	Sex is required.

g. For assistance with .CSV file formatting, NHSN procedure codes, and recommendations for importing. procedure data, select the View CSV upload guide icon on the Import from CSV File page. An NHSN Resource Guide – Importing Procedure Data for Outpatient Procedure Component using a Comma-Separated Value (.csv) File will open.

	ί	Jpload your CSV file.	
		Or drag and drop it here.	
select files			✓ Dor
pc-csv-import-test-added	names_procedures.csv		
	-		
low CSV formatting rule	5		
	st be imported with a header row a	nd the header names must match the vari	able names as they appear in template. The fields

Additional Resources

ASC SSI Surveillance: https://www.cdc.gov/nhsn/opc/ssi/index.html

ASC SDOM Surveillance: https://www.cdc.gov/nhsn/opc/sdom/index.html

NHSN Support: NHSN Helpdesk using **NHSN-ServiceNow** to submit questions to the NHSN Help Desk or email <u>nhsn@cdc.gov</u>