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	e								
Dashboard	Event List								Delete Add
Alerts Reporting Plan	Event #	Event Type	Event Date	Last Name	First Name	Patient ID	Location	Complete Status	Linked Procedures
Patients	132439	OPSDOM	01/09/2025	, Tr		MAN123			·
Event	131166131165	OPSSI OPSSI	02/06/2024			APPY111 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					Lool	up Patient
Patient Information	Facility ID*		Patient	D	Date of Birth*	
			*		month/day/year	:
	Last Name		Sex*			
						•
					More Det	ails ¥
ြ Event						
Event			ß			
Event Information	Event Number	Date of Event*	Event T	me*		_
		month/day/year	8	F -		¥
				I - Surgical Site Infe		
			OPSE	OM - Same Day O	utcome 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/year	8	

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 Date:*	
		•		▼ 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.

Click	Save in uppe	er right corner, and	d the green Succ	cessfully saved E	Event message	will ap
Link I	Event					×
	Procedure Number	NHSN Procedure Code	CPT Code	Procedure Date	Linked Events	
		TSA	23472	2020-12-09		
		KPRO	27447	2020-01-03		
0		BRST	11970	2024-01-08		

Cancel

Link

A	Add Event	Back
6	⊗ 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 #	Event Type	Event Date	Last Name	First Name	Patient ID	Location	Complete Status	Linked Procedures
		× 7	jr					× 1%	× 17
)	131166	OPSSI	02/06/2024	And the second s	10.0	APPY111			YES
	131165	OPSSI	02/06/2024	10000	-	APPY111			YES
	131164	OPSSI	02/06/2024		100	APPY111			YES
	131103	OPSSI	05/14/2024	And the second s	10	APPY111			YES
	130956	OPSSI	05/22/2024	100	1000	FT4567			YES
	116111	OPSDOM	01/08/2020			REASSIGN			
	99365	OPSSI	12/16/2020	And the second s	10	APPY111		Υ	YES
	79479	OPSSI	07/25/2018			REASSIGN		γ	YES

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.

B Dashboard	EV	ent List								Delete
Alerts		Event #	Event Type	Event Date	Last Name	First Name	Patient ID	Location	Complete Status	Linked Procedure
Patients			۲ ۲	·	R				× ×	• 1
		131166	OPSSI	02/06/2024	10000		APPY111			YES
5 Event 📜		131165	OPSSI	02/06/2024	And a second second	100	APPY111			YES
9 Procedure		131164	OPSSI	02/06/2024	And a second second	100	APPY111			YES
Summary Data	0	131103 ┥	0000	05/14/2024	10000	-	APPY111			YES
Surveys		130956	OPSSI	05/22/2024	1000	Tables	FT4567			YES
Users		116111	OPSDOM	01/08/2020			REASSIGN			
Analysis	0	99365	OPSSI	12/16/2020	And a second second	-	APPY111		Y	YES
Facility Info		79479	OPSSI	07/25/2018			REASSIGN		Y	YES

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.

dit Event						Back	
s Event			·				
rent Information	Event Number	of Event*	Event Type*				
			CPSSI - Surgical Site Infection				
	Location	2024	Date of Encour	nter>			
			•			6	
Procedure Information					Procedure Linked	Unlink Procedure	
	NHSN Procedure Code:*		CPT Code:*		Procedure Date:*		
This Procedure is In Plan. This event must be linked to an existing procedure.	BRST - Breast surgery		• 11970		• 01/08/2024	6	
Details	SSI Level>		SSI Event Dete	cted*			
	SIP - Superficial Incisional Primary		Active surveil	llance - SSI was identified through the f	acility's active surveillance process	*	
	Signs & Symptoms Purulent drainage or material Sign or tenderness		Active Dete (check all th	at apply)			
	Localized swelling		Review of	f a patient's medical record			
	Enythema or redness Heat		Post-disc	harge surgeon survey			
	Incision deliberately opened/drained Laboratory		Post-disc	harge patient letter			
	Organism(s) identified		Post-disc	harge phone call			
	Culture or non-culture based testing not performed to the clinical Diagnosis		Cooperative infection prevention process between facilities				
	Diagnosis of superficial SSI by surgeon or atte	ending physician					
Iditional Details	Died**		Contributed to	Death			
	N - No		•			¥	
thogens	Pathogens Identified >						
	N - No		*				

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

Eve	ent List								Delete Add
1	Event #	Event Type	Event Date	Last Name	First Name	Patient ID	Location	Complete Status	Linked Procedures
•		•	۲ ۲	7				×)×	1 1
	131166	OPSSI	02/06/2024		-	APPY111			YES
\Box	131165	OPSSI	02/06/2024	And the second s	-	APPY111			YES
0	131164	OPSSI	02/06/2024	10000	10	APPY111			YES
0	131103	OPSSI	05/14/2024	Teleforen -	100	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 Procedur	e								
Dashboard	Procedures						Import	1 Export Delet	e Add
Alerts Reporting Plan Patients	Procedure #	Procedure Code C	PT Code Pro	ocedure Date	Last Name	First Name	Patient ID	Completion Status	Linked Events
Co Event									
🛱 Procedure 🌪									

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

port 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. Drop files opc-csv-import-test-procedure 1.csv Collow CSV formatting rules 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 ny order.		<u>↑</u>	
Select files Drop files ppc-csv-import-test-procedure1.csv ppc-csv-import-test-proc		Upload your CSV file.	
ppc-csv-import-test-procedure1.csv		Or drag and drop it here.	
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.	Drop files here to uple		elect files
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 be no order.			oc-csv-import-test-procedure1.csv
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 be no order.	Uploa		
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 be ny order.			
View CSV upload guide	n template. The fields may be imported i	with a header row and the header names must match the variable names as they appear in tem	upload CSV files, data must be import
	n template. The fields may be imported i	with a header row and the header names must match the variable names as they appear in terr	upload CSV files, data must be import
	n template. The fields may be imported i	with a header row and the header names must match the variable names as they appear in tem	upload CSV files, data must be import v order.

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			
	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>