## LZ **TxHSN PAE Users Training 2**



## **Objectives**

Training 2 for PAE users is estimated to take 50 minutes, depending on your familiarity with the PAE reporting system. In this training we will review:

- 1. How to complete the degree of harm assessment
- 2. How to set your security question
- 3. How to reset/change your password
- 4. How to open your facility record
- 5. How to view/update your TxHSN contacts
- 6. How to report NO PAE Events
- 7. Overview of TxHSN reports
- 8. How to run/view your facility IDDR report
- 9. How to complete your annual survey
- 10. Upcoming Training/Education
- 11. Additional Resources

## How to complete the degree of harm assessment





#### **Assessment of Harm**

- PAEs that start with the words Patient Death or Severe Harm are reportable if the assessed degree of harm is Patient Death or Severe Harm.
- PAEs that do not start with those words, e.g. Foreign object retained after surgery, are all reportable regardless of the assessed level of harm.
- There are 3 choices for the level of harm question:
  - Death
  - Severe harm
  - Other (includes Moderate harm, Mild harm, No harm, Unknown harm)





#### PAEs starting with Patient Death or Severe Harm

<b>Basic Information</b>					
Record ID:	300000868				
Record Type:	PAE - Care Mana	agement Event	Record		
Person:	()		Dashboar	d	
Investigation Status:	Active Record - F	Reported	Dashbuai	u	
Linked Records(s):	0 linked records(	1 N 1			
Attachments:	0 attachment(s) (	Add)			
Facility Links:		y reportable if the Degree of	Harm is Death or Severe Harm.	Change Degree o	of Harm to Death or Severe Harm OR request to
	delete record.	flows Miow List]			
	Record is in work	TIOWS [VIEW LIST]		(	Concern displayed
Edit Record Propertie	es Copy Rec	ord			concern displayed
•					on Record
					Dashboard and in
					Dashbuaru anu m
					General QP when
* After any intervent harm, what was th		Other (includes No harr	n, Moderate harm, Mild ha	rm or Unknow	choosing "Other"
degree of residua					
patient from the ir		General	QP		
(and subsequent	intervention)?				
This PAF is on	lv reportable i	f the Degree of Harm is	Death or Severe Harm	Change Degree	e of Harm to Death or Severe

Harm OR request to delete record



2

#### Intra-op or Post-op Death in ASA Class 1 Patient

ecord Summary - D	Dashboard			
<b>Basic Information</b>				
Record ID:	300000879			
Record Type:	PAE - Surgical	or Invasive Procedure Event	Record	
Person:	()			
Investigation Status:	Active Record	•	Dashboard	
Linked Records(s):	0 linked record			
Attachments:	0 attachment(s			
Facility Links:		nly reportable if the Degree of Ha orkflows [View List]	rm is Death. Change Degree of Harm to De	ath OR request to delete record.
Edit Record Propertie	es Copy R	ecord		Concern displayed on Record
iter any interve		Other (includes No har	m, Moderate harm, Mild harm	Dashboard and in
duce harm, wh e	at was			General QP if
legree of residual harm to he patient from the hcident and subsequent				choice is other
			General QP	than Death
tervention)?	•			

This PAE is only reportable if the Degree of Harm is Death. Change Degree of Harm to Death OR request to delete record.



#### **Assessment of Harm**

- When to assess degree of harm
  - After rescue attempts to improve the patient's condition
    - Rescue Actions—to be started or completed within 24 hours of the event
- Case by case basis
- Considerations
  - Surgery required
  - Pain and disfigurement
  - Anxiety or psychological pain
  - Age and tolerance/effect of interventions

#### **Contributing Factors**

Are any contributing factors to the event known?	Yes	General Question Package
What factor(s) contributed to the event? (Select all that apply)	<ul> <li>Environment - Physical surroundings (e.g., ligh</li> <li>Staff qualifications - Competence (e.g., qualifications - Training</li> <li>Supervision/support - Clinical supervision</li> <li>Supervision/support - Managerial supervision</li> <li>Policies and procedures, includes clinical proto</li> <li>Policies and procedures, includes clinical proto</li> <li>Data - Availability</li> <li>Data - Accuracy</li> <li>Data - Legibility</li> <li>Communication - Supervisor to staff</li> <li>Communication - Staff to patient (or family)</li> </ul>	ations, experience) cols - Presence of policies cols - Clarity of policies
	<ul> <li>Human factors - Fatigue</li> <li>Human factors - Stress</li> <li>Human factors - Inattention</li> <li>Human factors - Cognitive factors</li> <li>Human factors - Health issues</li> <li>Other</li> </ul>	These "Human factors" are related to the facility staff involved in the
TEXAS Department of State Heal	th Services	event, not to the patient.

# How to set your security question

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## **Setting Your Security Question**

Setting your security question allows you to "Reset you password" from the log-in screen.

To set your security question you must first login to TxHSN, then click on your name in the upper right corner and click on

"Edit Profile"

#### Welcome to the Texas Health Care Safety Network!

This information system, data, hardware, and s ftware are State of Texas property. The use of this system is restricted to authorized users only; unauthorized access is prohibited. Usage of and all activity on this system are subject to security mo itoring and testing. Unauthorized access, use or misuse of this system is a violation of applicable DSHS policies and state and federal laws, and will be subject to criminal prosecution. Users of this system should have no expectation of privacy with respect to the use of this system, except as othe wise provided by applicable privacy laws. If you are unsure of your login information of procentation about Texas Reporting, go to www.HAITexas.org

Login						
Login Name:						
Password:						
Application:	Main	$\checkmark$				
	Login					
Reset your password						





## **Setting Your Security Question**

TxHSN - Main	A C A A A A A A A A A A A A A A A A A A	Search Vickie Gillespie52 -
Edit User Infor	rmation	
First N Middle Al Title: Email AN	k on the Security Question drop down rrow, choose a question, enter your swer, confirm your answer and save.	illespie52
Supervis Time Zone: Login Credentials Login Name: Password: Security Question: Security Answer:	Confirm Password: (required) Confirm Security Answer:	only if you want to change your password
Contact Information Street 1: Street 2: City: Zip Code: Home Phone: Mobile Phone: Fax: Save Cancel	What was your first pet's name? What is your mother's maiden name? What was your high school's name?	TX V JSA V

#### Department of State Health Services

## How to change o reset your ssword 6 $\mathbf{O}$





Go into TxHSN at least every 60 days or you will get locked out and be forced to reset your password.



#### Icome to the Texas Health Care Safety Network!

n system, data, hardware, and software are State of Texas property. The use ted to authorized users only; unauthorized access is prohibited. Usage of and ystem are subject to security monitoring and testing. Unauthorized access, us /stem is a violation of applicable DSHS policies and state and federal laws, an ial prosecution. Users of this system should have no expectation of privacy wit use of this system, except as otherwise provided by applicable privacy laws.

If you are unsure of your login information, please contact HAITexas@dshs.state.tx.u PAETexas@dshs.state.tx.us to ask for assistance. For more information about Texas Report

www.HAITexas.org or www.PAETexas.org

Login		
Login Name:		
Password:		
Application:	Main	$\checkmark$
	Login	
Res	et your pass	word

If you've entered your password twice, just go directly to reset your password. You will get locked out if you make 3 unsuccessful attempts.

TEXAS Department of State Health Services

F		
Please e	enter your username and email	
Reset Pass	word	
Username:		
Email:		
	Submit Cancel	
	Forgot Username	

Enter your username and your email and submit. You will get the following message with a link to go back to the login screen.

#### **Reset User Password**

Your request has been fulfilled! Please check your e-mail for additional instructions to finish resetting your password.

#### Reset Password

Click here to return to the login screen.

Back



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File Messao		on the reast reaction of Sal	cij netwo	and support 10	and message (II			۵ (?
Ignore X	Reply Reply Forward All Respond	Categorize mess ∧ Conference To Manager Quick Steps	Move	Pules ▼ MOneNote Actions ▼ Move	Assign Policy + Y Follo Tags	-	Translate ↓ Select ▼ Editing	Zoom
From: Tx	HSN_Notifications_NO_REPLY@dshs.state.						-	5/12/2015 3:56 PM
Cc	lespie,Vickie (DSHS) fication from the Texas Healthcare Safety	Network Support Team						
Healthcare Sat password: <u>https://txhsn.d</u>	You requested a password reset for Texas Healthcare Safety Network (TXHSN). If you did not reset your password, please contact the Texas Healthcare Safety Network Support Team for additional assistance at <u>HAITexas@dshs.state.tx.us</u> . Please click this link to reset your password: <u>https://txhsn.dshs.texas.gov/txhsn/resetPassword.do?</u> <u>loginName=vgillespie52&amp;authCode=05E5A658959C4DD4B75B13C173BB149D37F4D5A6CBCAF7B3428BF489FE39652F</u>							
					R	eset U	ser Password	
You w	vill then get an	Email with	า		et Password			
Link to	reset your pa	ssword. Yo	าน		mame:		elhardt	
	be taken to th				urity Question: urity Answer:	Wha	t is your mother's m	aiden name?
WIII		is scieen.			Password:			
				Con	firm Password			
TEXAS						Submit	Cancel	
Departme	nt of State Health Ser	vices						

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Delete	2		Re	spond		Quick Steps	- Fai		Move		Tags	G.	E	diting	Zoom	
From: To: Cc:	o: Image: Gillespie, Vickie (DSHS)															
Subject:	Notifi	cation fr	om the Te	xas Heal	lthcare Networ	rk Support Team										
Please c HAITex				thcare	Network S	upport Team if you	did	not res	set your pass	word. 7	Fexas Health	care	Networ	k Support T	eam	



	Changi	ng Passw	ord or	<sup>-</sup> Sec	urity	
		Ques	stion			
Edit User Info	Vickie up	k on your nam oper right corn en click Edit P	er and	Female V	Search Vickie Gillespie52 - Edit Profile Logout	
Supervisor: Time Zone: Login Credentials Login Name: Password:	vgillespie52		Accessibility Mode: Please fill out password Confirm Password:	field only if you v	vant to change your password	)
Security Question: Security Answer: Contact Information	if you want to change the secu	rity answer	Confirm Security Answer	:		
Street 1: Street 2: City: Zip Code: Home Phone: Mobile Phone: Fax:		Change your the security q Login Creder	uestion in t	he 📃		
	Help					

#### TEXAS Department of State Health Services

# How to open your facility record

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## **Open Facility Record**

- You must first open your Facility Record in order to access your facility's Health Care Safety reports or make comments on your facility's reports.
- Your Facility Record contains the address, phone, ID numbers of the facility and PAE Designated Contact information.





#### **Open Facility Record**



#### **Search for Facility Record**

Search - Internet Explorer	
Attp://dshs-aavhaiwb2t.dshsratl. <b>state.tx.us</b> /txhsn-dev/sea	rchCase.do?topPage=main.do
Search Case	
Search Criteria	Search Results
Type: Normal 🗸	Search Results
Record ID:	Record ID Name Birth Date Record Type Record Date Security ID PAE
Last Name:	No search done
First Name:	Showing 0 to 0 of 0 entries First Previous Next Last
Birth Date: (Inexact)	Select Create Record for Person Cancel Help
Gender:	
Street:	
State:	
Record Type:	
From Date:	Chaosa Facility from this drop down
To Date:	Choose Facility from this drop down
Status:	many far Decend Type
Search Options	menu for Record Type.
Search History:	
Search Soundex:	
Sort By: Create Date	
Sort Order: Descending	
Search Clear Create New	
The	en Click on the Search button at
	the bottom left of the pop-up
	window.
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https://txhsn.dshs. <b>texas.gov</b> /txhsn/searchCase.do?topPage=	main.do	<u>S</u> B	- 6	2 SAVE	2 mail
Search Case					
Search Criteria	Search Results				
Record ID:	Search Results				
Name:	Record ID Name	Record Type	Record Date	Security ID	PAE
Street:	R9999 Test Hospita	al Facility	12/09/2014	9999	
State:	Showing 1 to 1 of 1 entries	Λ		First Previous 1	Next Last
Record Type: Facility -	Select Cancel Help				
From Date:	Gancer				
To Date:					
Status:					
Search Options					
Search History:					
Search Soundex:					
Sort By: Create Date					
Sort Order: Descending	The	facilitythat	VOUSTO	linkad ta	
Search Clear	Ine	facility that	you are	inikeu to	
		dicular in th	o Coorch	Doculto	
	WIII	display in th	e Searci	i Results.	
	Dou	ble click any	where ir	n this row	
		•			
	ta	o open your	facilitv r	ecord.	



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Record Summary	Dashboard

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Basic Information		
Record ID:	R9999	
Record Type:	Facility	
Primary Organization:	Test Hospital Phone: (123) 456-7890	
Investigation Status:	Active Record - Reported	This is a screenshot of
Linked Records(s):	O linked records(s)	
Facility Links:	Consumer Health Care Safety Report Technical Health Care Safety Report	your facility record also
	Internal Data Review Report	referred to as your Facility
Edit Record Propertie	33	
		Dashboard.

Record Data

ta Organizations

Question Packages				
Question Package	Organization	Last Update	Updated By	Status
Facility Information	Record	01/14/2015	Jennifer Vinyard [jvinyard]	Completed
View/Update TxHSN Contacts	Record	01/14/2015	Bianca Someone - HAI [bsome1]	Completed
Report No PAE Events (PAE Users Only)	Record	01/08/2015	Jennifer Vinyard [jvinyard]	Completed
Submit comment on PAE data (PAE Users Only)	Record	11/25/2014	System Account [system]	Completed
Submit comment on NHSN/HAI data (HAI Users Only)	Record	01/14/2015	Bianca Someone - HAI [bsome1]	Completed
View status of Webservice data uploads (PAE Users Only)	Record	11/25/2014	System Account [system]	Completed

View Question Package



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#### Record Summary - Dashboard

Record ID:	R9999	
Record Type:	Facility	
Primary Organization:	Test Hospital Phone: (123) 456-7890	Ensue have seen allely an the
Investigation Status:	Active Record - Reported	From here, you can click on the
Linked Records(s):	0 linked records(s)	
Facility Links:	Consumer Health Care Safety Report Technical Health Care Safety Report Internal Data Review Report	Facility Links to run/preview your facility's data reports.

Record Data

a Organizations

Question Packages				
Question Package	Organization	Last Update	Updated By	Status
Facility Information	Record	01/14/2015	Jennifer Vinyard [jvinyard]	Completed
View/Update TxHSN Contacts	Record	01/14/2015	Bianca Someone - HAI [bsome1]	Completed
Report No PAE Events (PAE Users Only)	Record	01/08/2015	Jennifer Vinyard [jvinyard]	Completed
Submit comment on PAE data (PAE Users Only)	Record	11/25/2014	System Account [system]	Completed
Submit comment on NHSN/HAI data (HAI Users Only)	Record	01/14/2015	Bianca Someone - HAI [bsome1]	Completed
View status of Webservice data uploads (PAE Users Only)	Record	11/25/2014	System Account [system]	Completed

View Question Package



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#### **Record Summary - Dashboard**

Basic Information			
Record ID:	R9999		
Record Type: Facility			
Primary Organization: Test Hospital Phone: (123) 456-7890			
Investigation Status: Active Record - Reported			
Linked Records(s):	0 linked records(s)		
Facility Links:       Consumer Health Care Safety Report         Technical Health Care Safety Report         Internal Data Review Report			
Edit Record Propertie	:5		
Record Data	Organizations		
Question Packages			
Question Package			
Question Package Facility Information		1	
Question Package Facility Information View/Update TxHSN (		Record	
Question Package Facility Information View/Update TxHSN ( Report No PAE Event	ts (PAE Users Only)	Record Record	
Question Package Facility Information View/Update TxHSN ( Report No PAE Event Submit comment on F	ts (PAE Users Only) PAE data (PAE Users Only)	Record Record Record	
Question Package Facility Information View/Update TxHSN ( Report No PAE Event Submit comment on R Submit comment on R	ts (PAE Users Only)	Record Record	

Here is where the different Question Packages are listed. These question packages will allow you to:

- View your facility information
- View/Update your TxHSN Contacts
- Report No PAE Events
- Submit comment on your PAE data.





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#### Record Summary - Dashboard

Basic Information			
Record ID:	R9999		
Record Type:	Facility		
Primary Organization:	Test Ho:		
Investigation Status:	Active R		
Linked Records(s):	0 linked		
Facility Links:	Consu		
	Techni		
	Interna		
Record Data	Organizatio		
Question Packages			
Question Package			
Facility Information			
View/Update TxHSN Contacts			

Note: There is one question package that only HAI users will be able to use. If a PAE user opens a question package for HAI Users Only, nothing will be visible in the question package.

Record Data Organizations				
Question Packages		_		
Question Package	Organization	Last Update	Updated By	Status
Facility Information	Record	01/14/2015	Jennifer Vinyard [jvinyard]	Completed
View/Update TxHSN Contacts	Record	01/14/2015	Bianca Someone - HAI [bsome1]	Completed
Report No PAE Events (PAE Users Only)	Record	01/08/2015	Jennifer Vinyard [jvinyard]	Completed
Submit comment on PAE data (PAE Users Only)	Record	11/25/2014	System Account [system]	Completed
Submit comment on NHSN/HAI data (HAI Users Only)	Record	01/14/2015	Bianca Someone - HAI [bsome1]	Completed
View status of Webservice data uploads (PAE Users Only)	Record	11/25/2014	System Account [system]	Completed





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Record Summary - Dashboard

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Basic Information					
Record ID:	R9999				
Record Type:	Facility				
Primary Organization:	Test Hospital Phone: (123) 456-7890				
Investigation Status:	Active Record - Reported				
Linked Records(s):	0 linked records(s)				
Facility Links:	Consumer Health Care Safety Report				
Eult Record Pro	When you are finish nay close your reco page by	rd and	return t	to the TxHSN –	
Question Packages					
Question Package		Organization	Last Update	Updated By	Status
Facility Information		Record	01/14/2015	Jennifer Vinyard [jvinyard]	Completed

Facility Information	Record	01/14/2015	Jennifer Vinyard [jvinyard]	Completed
View/Update TxHSN Contacts	Record	01/14/2015	Bianca Someone - HAI [bsome1]	Completed
Report No PAE Events (PAE Users Only)	Record	01/08/2015	Jennifer Vinyard [jvinyard]	Completed
Submit comment on PAE data (PAE Users Only)	Record	11/25/2014	System Account [system]	Completed
Submit comment on NHSN/HAI data (HAI Users Only)	Record	01/14/2015	Bianca Someone - HAI [bsome1]	Completed
View status of Webservice data uploads (PAE Users Only)	Record	11/25/2014	System Account [system]	Completed









TxHSN - M Cases with Ind Cases with Op	eue complete Required Questions	Facility Recent	you have once opened your Record, it will show up on the Records box on the TxHSN – n page as it is shown here.
Recent Rec		Мс	NHSN website: www.cdc.gov/NHSN
Record ID 300000092 R9999 300000094 300000093 300000091	Name 9999_631368954678, Test Hospital 9999_33322221111, 9999_	Record Type Care Management Event Facility Care Management Event Care Management Event Surgical or Invasive Procedure Event More	HAI Resources <ul> <li>Email: HAITexas@dshs.state.tx.us</li> <li>Website: www.HAITexas.org</li> <li>Phone: 512-776-7676</li> <li>Fax: 512-776-7616</li> </ul>
	navigate to y	appens, you can your Facility Rec	click directly on the link to ord instead of performing a nt to access your record.



## How to view/update your **TxHSN contacts**





#### **Record Summary - Dashboard**

Basic Information			
Record ID:	R8888		
Record Type:	Facility		
Primary Organization:	Test ASC Phone: (123) 456-7890		
Investigation Status:	Active Record - Reported		
Linked Records(s):	9 linked records(s)		
Facility Links:	Consumer Health Care Safety Report		
	Technical Health Care Safety Report		
	Internal Data Review Report		
	Record is in workflows [View List]		

To view or update your Designated PAE Contacts, open your facility record and click on >View/Update TxHSN Contacts Question Package

Edit Record Properties

Record Data Organizations

Question Packages				
Question Package	Organization	Last Update	Updated By	Status
Facility Information	Record	05/08/2015	Jennifer Vinyard [jvinyard]	Completed
> View/Update TxHSN Contacts	Record	06/09/2015	emily Test [eengelhardt8888]	Completed
Report No PAE Events (PAE Users Only)	Record	05/18/2015	emily Test [eengelhardt8888]	Completed
Submit comment on PAE data (PAE Users Only)	Record	11/25/2014	System Account [system]	Completed
Submit comment on NHSN/HAI data (HAI Users Only)	Record	06/05/2015	System Account [system]	Completed
View status of Webservice data uploads (PAE Users Only)	Record	11/25/2014	System Account [system]	Completed



/iew/Update TxH	SN Contacts - Test ASC - Facility	[Jump To]	Save Save & Stay				
			Expand Details				
Once that Question Package opens, you can see the existing PAE contacts. Go to the next section called "Edit Users".							
TxHSN username Email Telephone number Extension	jennifer.viny	IxHSN username       Email       Telephone number       Extension					
PAE CONTACT 1 PAE contact 1 title First name Last name TxHSN username Email Telephone number Extension Which contact should b Update PAE contact	Test User NEW M Test mtest88888 haitexas@dshs.state.tx.us (512) 776-2588 100 pe updated? PAE CONTACT 1	First name Last name TxHSN userna Email Telephone nun Extension Edit Users You free	llick on which PAE ntact to update and our desired action om the drop down				
Contact undated ★ TEXAS	ent of State Health Services	Audit Iran	menus.				



				Existing PA	E Contacts		
PAE CONTACT 1			PAE CONTACT 2				
PAE contact 1 title	Test User NEW			PAE contact 2 title	Test User		
First name	М				First name	В	
Last name	Test				Last name	Test	
TxHSN username	mtest8888				TxHSN username	TxHSN username btest888	
Email	haitexas@d	shs.state.tx.u	S	]	Email	haitexas@dshs.state.tx.us	
Telephone number	(512) 776-25	588			Telephone number	(512) 776-2588	
Extension	100				Extension		
Edit Users							
Which contact should be updated? PAE CONTACT 1							
Update PAE contact 1 Replace PAE contact 1 with new contact V		<b>~</b>	Entor the new contact				
PAE contact 1 title	[				Enter the new contact		
* First name					information. Questions w		stions with
* Last name	name						
* Email	[				asterisks are required.		eauired.
Telephone number							
Extension	[						

Once you have entered the email address, new questions will appear.





			Existing PA	E Contacts				
PAE CONTACT 1				PAE CON	TACT 2			
PAE contact 1 title	Test User NEW			PAE conta	ct 2 title	Test User		]
First name	Μ			First name		В		1
Last name	Test			Last name		Test		1
TxHSN username	mtest8888			TxHSN us	ername	btest888		
Email	haitexas@dshs.state.tx.us	i i i i i i i i i i i i i i i i i i i	]	Email		haitexas@dshs.state.tx.u	JS	
Telephone number	(512) 776-2588			Telephone number		(512) 776-2588		
Extension	100			Extension				
Edit Users								
Which contact should be updated? PAE CONTACT 1		PAE CONTACT 1						
Update PAE contact 1 Replace		Replace PAE contact 1 wit	eplace PAE contact 1 with new contact					
PAE contact 1 title								
* First name		Vickie						
* Last name		Gillespie Be sure to click the			ck the boxe	S		
* Email		vickie.gillespie@dshs.state	e.tx.us		fan (Newsellaan			
Telephone number			for "New User					
Extension			Information is complete					
* New user information is complete and correct?  Yes			Information is complete				:	
* Ready for submission? Yes				and correct?" and "Poady				
Change requested by Vickie Gillespie52			_				У	
Change requested on 06/11/2015 03:19 PM								
User update is pending approval				101	2001112210		1	
* Ready for submission Change reques Change reques	ted on	Yes Vickie Gillespie52			and correct?" and "Rea for submission?" You v			-

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then see a message saying "User update is pending approval".



Remember to SAVE your record. If you do not, all your changes will be lost.

NOTE: You will only be able to update/change contact information for one contact at a time.

Once approved, the new contact will receive 2 emails from TxHSN Notifications No Reply:

- Log in and website
- Temporary password

The new contact must review the orientation slides prior to entering data.



# LT How to Report **No PAE Events**




- Every facility must either:
  - Report actual events that have occurred OR
  - Confirm you have nothing to report for the Half year.
- Facilities who do NOT have any PAEs to report should confirm this in TxHSN for each half year time period.
  - In mid June, you can confirm that that you have no events to report for H1 (Jan – June). This must be completed no later than September 30<sup>th</sup> for H1. (June 30 is soft deadline)
  - In mid December you can confirm that that you have no events to report for H2 (July – Dec). This must be completed no later than March 31<sup>st</sup> for H2. (Dec 31 is soft deadline)



## **TxHSN Reporting Schedule**

Reporting Quarter	Q1: Jan 1 - Mar 31	H1: Jan 1 – June 30	Q3: July 1 – Sept 30	H2: July 1 – Dec 31	
Facility data submission deadline	Within 60 days of end of reporting quarter				
DSHS takes preliminary data snapshot	1-Jun	1-Sept	1-Dec	1-Mar	
DSHS sends email to facility users review data	~15-Jun	~15-Sep	~15-Dec	~15-Mar	
Facility data corrections due * Last day to verify no PAEs to report for half year	30-Jun	30-Sep*	31-Dec	31-Mar ≭	
DSHS takes final data snapshot	1-July	1-Oct	1-Jan	1-Apr	
DSHS sends email to facility to review data summary and make comments	NA	15-Oct	NA	15-Apr	
Facility comment period deadline	NA	30-Oct	NA	30-Apr	
DSHS reviews comments	NA	15-Nov	NA	15-May	
Public posting of data summary with approved comments	NA	<u>1-Dec</u>	NA	<u>1-Jun</u>	



- When it is time to review your data and make corrections AND
- If you have not yet entered any events, you will see the "Report No Events" workflow appear in your Workflow Queue. (*Ignore workflow "Entities Did Not Report"*.)
- You can click on it and it will take you to the Workflow Details - Report No Events page—where you need to click on your blue facility number.
- This will take you to your facility dashboard and the "Report No PAE Events" Question Package.



Workflov	TxHSN - Main				First, click on the Report No Events Workflow in your Workflows Queue.						
Report No Cases with		_	vents	~	1 (0) 2 (0) M			Je		click you record er.	r
Report No Eve	ents // - : - puate	06/23/2015	08:04 AM)	_			-		_	_	-
Record 300000830	Name Test Hospital	Status Data Collection Pending	Create Date 09/06/2012	Record Type Facility	Last Upda 06/05/201	_	Security ID 16852	PAE	Assigned To	Assigned To Grou	ID
Filter: Workflows	Contains Dashboard		1	Apply	Clear	Displ	aying 11 o			1 Next > Last >>	>
Livio	of State Hea	lth Conv	icos	_	_		_		_		



View Question Package



Report No	PAE Events (PAE Use	rs [Jump To]	Save Save & Stay Cancel
			Expand Details
	Compliance	per Half Year (H1: January - June; H2: July	/ - December)
	meframe	Reported PAEs for this time period?	No PAEs to report for this time period
2015 🗸 Ja	anuary - June 🔽	Yes	Yes
Save Ca	ancel Help		
	Make sure	The correct	Click on Yes box to
	the year is	time frame	confirm you have
	correct.	will display as	nothing to report for
			•
		Jan – June or	this time period and
		July – Dec.	Save.
★ TEXAS	ment of State Health Ser	vices	42



Record Data

Organizations

#### Ignore Status in the Facility QPs

Question Packages	Organization	LactUndete	Lipdated By	Status	
Question Package	Organization		Updated By	Status	
Facility Information	Record	02/25/2015	System Account [system]	Completed	
View/Update TxHSN Contacts	Record	02/25/2015	System Account [system]	Completed	
Report No PAE Events (PAE Users Only)	Record	06/23/2015	Vickie Gillespie52 [vgillespie52]	Completed	
Submit comment on PAE on (PAE Users Only)	Record	11/25/2014	System Account [system]	Completed	
Submit comment on NHSN/HAI as (HAI Users Only)	Record	06/05/2015	System Account [system]	Completed	
View status of Webservice data uploads Users Only)	Record	11/25/2014	System Account [system]	Completed	
View Question Package					
a shfil a wa					
	Red	cords		Once you save,	•
orkflows orkflow Queue eport No Events	Rec 1 (0			•	•
orkflow Queue	1 (0	))		can go back into	, th
port No Events		))		•	, th
porkflow Queue Poort No Events	1 (0	)) ))		can go back into question packa	tł nge
port No Events ses with Open	1 (0 2 (0	)) )) More		can go back into	tł nge
porkflow Queue Poort No Events	1 (0 2 (0	)) )) More	vour	can go back into question packa and see what v	tł nge
This will continue	1 (0 2 (0 to sho	)) More win y		can go back into question packa	tł nge
port No Events ses with Open	1 (0 2 (0 to sho	)) More win y		can go back into question packa and see what v	tł nge
This will continue	to sho until v	)) More w in y we ha	ive	can go back into question packa and see what v	th nge



- If you have already confirmed no events and then have a PAE to report, you should go ahead and enter it.
- This will override your confirmation—you do not have to go in and change anything.





- If you confirm that there were no PAE events to report, your facility Health Care Safety Reports will state: "This facility reported zero TxHSN events to the Texas Department of State Health Services for this reporting time period."
- If you do NOT confirm, and no PAE events have been entered, your facility Health Care Safety Reports will state: "This facility failed to report TxHSN events to the Texas Department of State Health Services for this reporting time period."

## **Overview of TxHSN reports**

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## **TxHSN Reports**

There are 3 data reports that can be run in TxHSN.

- 1. Internal Data Review Report (not published)
- 2. Consumer Health Care Safety Report
- 3. Technical Health Care Safety Report





## **Internal Data Review Report**

- Lists the PAEs that were entered into TxHSN.
- Lists any data errors associated with PAEs entered into TxHSN:
  - Concern
    - One or more date logic errors
    - Incorrect degree of harm assessment





## **Internal Data Review Report**

- Internal Data Review Reports can be run <u>quarterly</u>.
- You will receive email notifications letting you know when reports are ready to be run/previewed in TxHSN.
- Your email was sent June 15 to inform you that you are able to view your 1<sup>st</sup> quarter 2015 Internal Data Review Report (IDRR). You are now able to make corrections in TxHSN <u>if needed.</u>





## **Health Care Safety Reports**

- <u>Consumer Version</u>: Contains basic information in language for a layperson. This includes the
  - The specific PAE(s) that your facility has reported.
  - The associated category for the reported PAE(s).
  - The number of each PAE that was reported.
- <u>Technical Version</u>: Contains the same information displayed in the Consumer version but uses the actual language from the statute.
- These are both published on the DSHS website for the public.



## **Health Care Safety Reports**

- Health Care Safety Reports can be run for each <u>half</u> <u>year</u> (January – June and July – December)
- Your Jan June 2015 Health Care Safety Reports will not be ready for review until mid-September.
- You will receive email notifications letting you know when reports are ready to be run / previewed in TxHSN.
- Additional training will be given on these reports in the near future.



## **TxHSN Reporting Schedule**

Reporting Quarter	Q1: Jan 1 - Mar 31	H1: Jan 1 – June 30	Q3: July 1 – Sept 30	H2: July 1 – Dec 31	
Facility data submission deadline	Within 60 days of end of reporting quarter				
DSHS takes preliminary data snapshot	1-Jun	1-Sept	1-Dec	1-Mar	
DSHS sends email to facility users review data	~15-Jun	~15-Sep	~15-Dec	~15-Mar	
Facility data corrections due * Last day to verify no PAEs to report for half year	30-Jun	30-Sep*	31-Dec	31-Mar ≭	
DSHS takes final data snapshot	1-July	1-Oct	1-Jan	1-Apr	
DSHS sends email to facility to review data summary and make comments	NA	15-Oct	NA	15-Apr	
Facility comment period deadline	NA	30-Oct	NA	30-Apr	
DSHS reviews comments	NA	15-Nov	NA	15-May	
Public posting of data summary with approved comments	NA	<u>1-Dec</u>	NA	<u>1-Jun</u>	

## How to run/view your facility reports





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More ...

#### TxHSN - Main

Search



#### Workflows

Workflow Queue

Cases with Incomplete Required Questions

Cases with Open Concerns

Don't use the pie chart icon to access your reports. It is currently causing an application error.

> Log into NHSN with Digital Certificate

 NHSN website: www.cdc.gov/NHSN

#### **Recent Records**

Record ID	Name
30000092	9999_631368954678
R9999	
30000094	9999_3332222
30000093	9999_56231,
300000091	9999_4214214,

To access your reports, log in and open your Facility Record (either using the Search functionality or the Recent Records link shown here).

#### PAETexas@dshs.state.tx.us

- Website: www.PAETexas.org
- Phone: 512-776-7676
- Fax: 512-776-7616



TxHSN - Main			#0	Searc	h Bianca Someone - PAE-
Record Summary - Da Basic Information Record ID: Record Type: Primary Organization:	R99999 Facility Test Hospital Phone: (123) 456-7890	Th		y Record Dashl vill display.	poard
Investigation Status: Linked Records(s):	Active Record - Reported 0 linked records(s)				
Facility Links:	Consumer Health Care Safety Report Technical Health Care Safety Report Internal Data Review Report	T	his is the	e section where	e the
Edit Record Propertie	5	link	s to the	different repo	rts can
Record Data	Organizations			be found.	
Question Packages		_			
Question Package		Organization	Last Update	Updated By	Status
Facility Information		Record	12/09/2014	System Account [system]	Incomplete

Record

Record

Record

Record

Record

01/14/2015

01/08/2015

11/25/2014

01/07/2015

11/25/2014

View Question Package

View/Update TxHSN Contacts

Report No PAE Events (PAE Users Only)

Submit comment on PAE data (PAE Users Only)

Submit comment on NHSN/HAI data (HAI Users Only)

View status of Webservice data uploads (PAE Users Only)



Completed

Completed

Completed

Completed

Completed

Bianca Someone - HAI [bsome1]

Jennifer Vinyard [jvinyard]

System Account [system]

System Account [system]

System Account [system]



**f 0** 

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Bianca Someone - PAE-

Х

#### Record Summary - Dashboard

Record ID:	R9999
Record Type:	Facility
Primary Organization:	Test Hospital Phone: (123) 456-7890
Investigation Status:	Active Record - Reported
Linked Records(s):	0 linked records(s)
Facility Links:	Consumer Health Care Safety Report Technical Health Care Safety Report Internal Data Review Report

Edit Record Properties

Questi Questio

Facility

Record Data Organizations				
	🕘 🛛 In thi	s examp	le, we will run	the
uestion Packages		e examp		
Question Package	Intorr	nal Data	<b>Review Report</b>	or
Facility Information	пцен	iai Dala	neview nepoil	, 01
View/Update TxHSN Contacts				
Report No PAE Events (PAE Users Only)	IDKK. (	Llick on '	the hyperlink h	ere.
Submit comment on PAE data (PAE Users Only)			71	
Submit comment on NHSN/HAI data (HAI Users Only)				
View status of Webservice data uploads (PAE Users Only)	Record	11/25/2014	System Account [system]	C

View Question Package



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Completed



TxHSN - Main

#### Search PAE User -

#### **TxHSN Reporting**

Run Report Export Results Dashboard Help To view the report you can click Run Report. This will open an HTML version of the report in your internet browser window.		
Select Report: Internal Data Review Report - Secure Description: This is a line list of all the errors (incomplete records, for the proof of the report, This will open an HTML version of the report in your internet browser window.	TxHSN Report	ting
Description: This is a line list of all the errors (incomplete records, for the error Type of the report Type of the report of the report. This will open an HTML version of the report in your internet browser window.	Category:	Custom Facility Reports
Sorting: Month Error Type D Run Report Export Results Dashboard Help To view the report you can click Run Report. This will open an HTML version of the report in your internet browser window.	Select Report:	Internal Data Review Report - Secure
Sorting: Month Error Type Dashboard Help To view the report you can click Run Report. This will open an HTML version of the report in your internet browser window.	Description:	This is a line list of all the errors (incomplete records, I
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To view the report you can click Run Report. This will open an HTML version of the report in your internet browser window.		
To view the report you can click Run Report. This will open an HTML version of the report in your internet browser window.	<b>D D</b> ()	
will open an HTML version of the report in your internet browser window.	Run Report	Export Results Dashboard Help
will open an HTML version of the report in your internet browser window.		
will open an HTML version of the report in your internet browser window.		
internet browser window.		To view the report you can click Run Report. This
internet browser window.		will open an HTML version of the report in your
TEXAS		
		internet browser window.
	S TEXAS	
Department of State Health Services		ment of State Health Services

The IDRR Report lists the PAEs you have reported--

### **IDRR Report**

Internal Data Review Report

Lapsley General Test Hospital January - June [Final] 2015 Data current as of Never And any concerns that are on the PAE records.

This report will not be viewed by the public. It is intended for internal facility use only.

An Annual Facility Survey record was not found for your facility for the previous calendar year. For instructions on how to complete your Annual Survey, please email <u>HAITexas@dshs.state.tx.us</u> or <u>PAETexas@dshs.state.tx.us</u>.

#### Please verify that you have no PAEs to report by 09/30/2015.

	Number of PAE Events Reported in TxHSN				
PAE Event ID #	Medical Record # or Patient ID	PAE Event Type	Date of Event		
PAE - Care Management Event					
<u>300001206</u>	1487421	Patient death or severe harm resulting from failure to follow up or communicate laboratory, pathology or radiology test results. 3/3/2015			
<u>300001208</u>	21354	Death or severe harm associated with a fall in a health care facility resulting in a fracture.	1/15/2015		
	PAE - Surgical or Invasive Procedure Event				
<u>300001207</u>	84751	Foreign object retained after surgery.	2/4/2015		

	List of PAE Record Errors in TxHSN					
PAE Event ID #	PAE Event Type	Date of Event	Error Type			
<u>300001208</u>	Death or severe harm associated with a fall in a health care facility resulting in a fracture.	1/15/2015	Concerns. Please click on Event ID to correct any concerns listed in red.			
<u>300001207</u>	Foreign object retained after surgery.	2/4/2015	Concerns. Please click on Event ID to correct any concerns listed in red.			



## **IDRR Report**

#### Internal Data Review Report

Lapsley General Test Hospital January - June [Final] 2015 Data current as of Never

To be taken to the event record, link to clicking on the hyperlink here.

al facility use only.

previous calendar year. For Texas@dshs.state.tx.us or

#### y that you have no PAEs to report by 09/30/2015.

	Number of PAE Events Reported in TxHSN						
PAE Event ID #	r or	PAE Event Type	Date of Event				
	PAE - Care Management Event						
300001206	421	Patient death or severe harm resulting from failure to follow up or communicate laboratory, pathology or radiology test results.	3/3/2015				
<u>300001208</u>	21354	Death or severe harm associated with a fall in a health care facility resulting in a fracture.	1/15/2015				
		PAE - Surgical or Invasive Procedure Event					
<u>300001207</u>	84751	Foreign object retained after surgery.	2/4/2015				

	List of PAE Record	d Errors in TxHSN	
PAE Event ID #	PAE Event Type	Date of Event	Error Type
<u>300001208</u>	Death or severe harm associated with a fall in a health care facility resulting in a fracture.	1/15/2015	Concerns. Please click on Event ID to correct any concerns listed in red.
<u>300001207</u>	Foreign object retained after surgery.	2/4/2015	Concerns. Please click on Event ID to correct any concerns listed in red.



## **IDRR Links to Event Records**

#### **Record Summary - Dashboard**

300001208
PAE - Care Management Event
858989_21354 ()
Active Record - Reported
1 linked records(s)
This PAE is only reportable if the Degree of Harm is Death or Severe Degree of Harm to Death or Severe Harm OR request to delete record Record is in workflows [View List] Linked facilities: 300000830 - Lapsley General Test Hospital - TX [Open]

You are required to fix the errors that are reflected in your IDRR report.

Edit Record I

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epartme

#### Record Summary - Dashboard

<b>Basic Information</b>	
Record ID:	300001207
Record Type:	PAE - Surgical or Invasive Procedure Event
Person:	858989_84751 ()
Investigation Status:	Active Record - Reported
Linked Records(s):	1 linked records(s)
Facility Links:	The report date cannot occur before the date the event was discovered. Record is in workflows [View List] Linked facilities: 300000830 - Lapsley General Test Hospital - TX [Open]

Edit Record Properties

X



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TxHSN - Main

#### Search

PAE User -

#### **TxHSN Reporting**

TxHSN Report	ing	
Category:	Custom Facility Reports	
Select Report:	Internal Data Review Report - Secure 🗸	
Description:	This is a line list of all the errors (incomplete records, I	
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Sorting:	Month Error Type ID	
Run Report	Export Results Dashboard Help	
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#### TxHSN - Main



#### Search PAE User - Dear PAE

#### TxHSN Reporting

	TxHSN Reporti	ing
	Category:	Custom Facility Reports
	Select Report:	Internal Data Review Report - Secure 🗸
	Description:	This is a line list of all the errors (incomplete records, I
	Sorting:	Month Error Type ID
	Run Report	Export Results Dashboard Help
**	TEXAS	
X		ent of State Health Services

Once you have viewed your report, you can return to your Facility Dashboard by clicking on the "Dashboard" button shown here.

## Data Webpage-HAITexas.org

Infectious Diseases A-C O Health Care-Associated Infections	TEXAS Department of State Health St	f iervices	Topics:	ABCDEFG	НІЈКІМNОРС		Advanced All	Inicio en español   Text Size: 🛞 🕒
Infectious Diseases A-C       PG         D-G       PG         H-L       PG         M-Q       PG         R-S       PG         T-Z       PG         IDCU Health Topics       PG         Disease Reporting       PG         Related Rules & Regulations       HEALTH CARE-ASSOCIATED IN         Infectious Disease Reporting       From this website, you can link to the US         Related DSHS Sites       PG         Staff Contact List       People can get infections from hospitals, surgery centers or other places the health problem. A recent survey showed that 722,000 infections (HAIs) occuments that about 4% of hospital patients ended up with at least one infection	Home About	Us	News	I am a	I want to	Resources	Find Service:	s
Infectious Diseases A-C 0 P-G 0 H-L 0 M-Q 0 R-S 0 T-Z 0 IDCU Health Topics 0 Disease Reporting 0 Related Rules & Regulations 0 Immunization Branch About IDCU 0 Related DSHS Sites 0 Staff Contact List 0 Contact Us Infectious Disease Control Unit 1 People can get infections from hospitals, surgery centers or other places that health problem. A recent survey showed that 722,000 infections (HAIs) occumeans that about 4% of hospital patients ended up with at least one infection	IDCU Home					e-Associated Infect	ions	
D-G       Infectious Disease Control         H-L       Infectious Disease Control         M-Q       Infectious Disease Control         Rs       Infectious Disease Control         T.Z       Infectious Disease Reporting         Disease Reporting       Related Rules & RegulationsO         Immunization Branch       Home FAOs Data         About IDCU       Related DSHS Sites         Staff Contact List       New! Texas Annual Report 2013 now available.         New! Texas Annual Report 2013 now available.       People can get infections from hospitals, surgery centers or other places the health problem. A recent survey showed that 722,000 infections (HAIs) occumeans that about 4% of hospital patients ended up with at least one infection	Infectious Diseases A-C	0	Health Care	e-Associated I	nfections			
M-Q R-S T-Z IDCU Health Topics Disease Reporting Related Rules & Regulations Immunization Branch About IDCU Related DSHS Sites Staff Contact List Contact Us Infectious Disease Contact Us Infectious Disease Control Unit Contact Us	D-G	0						
Rx-s       •         Rx-s       •         T-Z       •         IDCU Health Topics       •         Disease Reporting       •         Related Rules & Regulations       •         Immunization Branch       •         About IDCU       •         Related DSHS Sites       •         Staff Contact List       •         Contact Us       •         Infectious Disease Control Unit       •         Home FAOs       Data         People can get infections from hospitals, surgery centers or other places tha health problem. A recent survey showed that 722,000 infections (HAIs) occuments that about 4% of hospital patients ended up with at least one infection	H-L	-	l Infe	ctious D	isease Cor	ntrol		
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HEALTH CARE-ASSOCIATED IN IDCU Health Topics Disease Reporting Related Rules & Regulations Immunization Branch About IDCU Related DSHS Sites Staff Contact List Contact Us Infectious Disease Contact Us Infectious Disease Control Unit HEALTH CARE-ASSOCIATED IN HEALTH CARE-ASSOCIATED IN HEALTH CARE-ASSOCIATED IN From this website, you can link to the Data webpage Where the Health Care Safety Report		-						
Disease Reporting Related Rules & Regulations Immunization Branch About IDCU Related DSHS Sites Staff Contact List Contact List People can get infections from hospitals, surgery centers or other places tha health problem. A recent survey showed that 722,000 infections (HAIs) occu means that about 4% of hospital patients ended up with at least one infection Disease		-		HEALT	H CARE-A	SSOCIAT		
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Immunization Branch         About IDCU         About IDCU         Related DSHS Sites         Staff Contact List         Contact Us         Infectious Disease Control Unit         People can get infections from hospitals, surgery centers or other places tha health problem. A recent survey showed that 722,000 infections (HAIs) occu means that about 4% of hospital patients ended up with at least one infection	1 2	ons						
About IDCU  Related DSHS Sites  Home FAQs Data  Longe FAQs Data  Data webpage  Data webpage  New! Texas Annual Report 2013 now available.  People can get infections from hospitals, surgery centers or other places tha health problem. A recent survey showed that 722,000 infections (HAIs) occu means that about 4% of hospital patients ended up with at least one infectior  Control Unit  Data webpage  Control Unit  Data webpage  Control Unit  Contact Us  Data webpage  Control Unit  Data webpage  Control Unit  Contact Us  Data webpage  Control Unit  Contact Us  Data webpage  Control Unit  Contact Us  Control Unit  Contact Us  Data webpage  Control Unit  Contact Us  Control Unit  Contact Us  Control Unit  Contact Us  Contact Us  Control Unit  Contact Us  Contact Us  Control Unit  Contact Us  Con	_							you can link to the
Staff Contact List       New! Texas Annual Report 2013 now available.         Contact Us       People can get infections from hospitals, surgery centers or other places tha health problem. A recent survey showed that 722,000 infections (HAIs) occu means that about 4% of hospital patients ended up with at least one infectior       Where the Health Care Safety Report	About IDCU	0						you can mix to the
Staff Contact List       New! Texas Annual Report 2013 now available.         Contact Us       People can get infections from hospitals, surgery centers or other places tha health problem. A recent survey showed that 722,000 infections (HAIs) occu means that about 4% of hospital patients ended up with at least one infectior       where the Health Care Safety Report	Related DSHS Sites	0	Home	FAQs Data				Data webpage
Infectious Disease Control Unit       People can get infections from hospitals, surgery centers or other places tha         Infectious Disease Control Unit       health problem. A recent survey showed that 722,000 infections (HAIs) occu means that about 4% of hospital patients ended up with at least one infection       Care Safety Report	Staff Contact List	0	New! Texas	Annual Report 2	013 now available.			10
Infectious Disease Control Unit People can get infections from hospitals, surgery centers or other places that health problem. A recent survey showed that 722,000 infections (HAIs) occu means that about 4% of hospital patients ended up with at least one infection	Contact Us							where the Health
Control Unit means that about 4% of hospital patients ended up with at least one infection Care Satety Report								
	Control Unit							Care Safety Report
								can be viewed by
can be viewed by								the public_
								the public—
the public—								lung 1 & Dec 1
the public—								JUIE I & DEL I



### Data Website: http://txhsn.dshs.texas.gov/hai/



Once the Health Care Safety Reports are finalized and comments have been approved, they will be posted to <u>http://txhsn.dshs.texas.gov/hai/</u> where the public can search for facility reports.

#### exas Health Care-Associated Infections (HAI) Reports by Healthcare Facility

get infections from hospitals, surgery centers or other places that offer health care. This is health problem. A recent survey showed that 722,000 infections (HAIs) occurred in 2011 in tates. This means that about 4% of hospital patients ended up with at least one infection. . dinics and other health care facilities know that stopping HAIs is vital. These HAIs are still se of disease, loss of life and high medical costs. So, laws were put in place to report these the public. There are ways to help manage and prevent them. DSHS created a system to beneral hospitals and surgery centers are required to report the following HAIs:

ne associated bloodstream infections (CLABSIs): These are infections in the blood that vhen a central line (tube that carries medicine and other treatments into a patient's body) n a patient.

associated urinary tract infections (CAUTIs): These are infections in a patient's urinary en referred to as a urinary tract infection or UTI) after a tube is placed in a patient that ine to pass out of the patient.

Site Infections (SSIs): These infections happen in a patient's body after the patient has

ital and surgery center reports, please search below. (Note: Each health care facility reports :es and the information is not confirmed by DSHS.)

#### Search for Facility Report

Facility Type	🖱 Hospital 🔎 Ambulatory Surgical Center 🔘 Both
Facility Name	HelpFacility Name
	◉ Name contains this text  ◎ Name begins with this text
City Name	HelpCity Name
	ullet Oity contains this text $igodot$ City begins with this text
County	HelpCounty Name
	Oounty contains this text
	© County begins with this text
	HelpMultiple Criteria: Facility, City, County or Combination

Department of State Health Services

ALTL





## **Annual Survey**

- The Annual Survey—is required for all facilities. It will provide statistics to include on your Healthcare Safety Consumer and Technical Reports:
  - Number of hospital beds (Hospitals)
  - Number of patient days (Hospitals)
  - Number of Admissions (Hospitals)
  - Number of procedures (ASCs)
- Information submitted is also used for the DSHS Annual Healthcare Safety Report.





- Facilities that submit HAI data to NHSN for Texas reporting will complete the annual survey in NHSN which is then exported to TxHSN with the HAI data.
- All other facilities will complete the annual survey in **TxHSN**.
- PAE users should complete it NO LATER than September 30 so that the numbers will be reflected on the Dec 1<sup>st</sup> public reports.





Create Annual Survey Record

TxHSN - Main

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To start, click on the Create Survey Icon on the TxHSN Main page.

Enter SURVEY2015 for the name and choose the Facility Survey record type. Then Save.

	Aggregate Red	cord
>	Name:	SURVEY2015
1	Record Type:	Patient Safety Component - Annual Facility Survey
	Save	Help

TEXAS Department of State Health Services



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Basic Information	
Record ID:	30000207
Record Type:	Patient Safety Component - Annual Facility Survey
Name:	Test ASC
Investigation Status:	Active Record - Reported
Linked Records(s):	1 linked records(s)
Facility Links:	Linked cases: R8888 - Test ASC - 1234 Across Street, Austin, TX 78756 [Open]

Additional Question

The Annual Facility Survey dashboard will now appear. Double Click on Data Collection or View Question Package.

Record Data Concerns

#### Question Packages

Question Package	update	Updated By	Status
>Data Collection	06/16/2015	Vickie Gillespie52 [vgillespie52]	Incomplete
View Question Package			

#### Department of State Health Services

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Data Collection - Test ASC - Patient Safety Component - Annual Facility [Jump To] 🔽 Save Save & Stay Cancel					
			7	Expand Details	<i></i>
Facility R8888 - Facili	ty - Test ASC		Facility Information	Complet	e all the
Facility Type Outpatient Surgery Facility				•	
		_	Safety Component - Annual Facility Survey	question	is. Enter
* Survey year (Last completed	- · ·	2014		2014	as the
Instructions: Please fill out th	lese survey questions for cal	endar ye	Facility Characteristics		
* Ownership	For profit	$\checkmark$		*Survey	Year and
If facility is an Ambulatory				-	
Setting	Free-standing			answers	should be
Total number of procedures	2000			for 2	014
Percent of procedures that are surgical (%)	95				
What percentage of your ambulatory surgery patients were discharged or transferred to the following places:					
Home/Customary residence (%)	95		Recovery care center 0 (facility other than this one) (%)	Acute care hospital (Emergency or inpatient) (%)	5
Infection Control Practices	i i				
* Number of infection control professionals (ICPs) in facility	1		Total hours per week 10 performing surveillance	Total hours per week for infection control activities other than surveillance	30
* Indicates required field Save Be	sure to SAV	/E!			



## How to complete

our annua	survey—	Hospita
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Data Collection - SURVEY2015 - Patient Safety Component - Annual [Jump To] 🔽 Save Save & Stay Cancel					
Facility Information Expand Details					
Facility Not ans	swered				
Facility Type Genera	al Hospital 🗸				
Patient Safety Component - Annual Facility Survey					
* Survey year (Last completed calendar year): 2014					
Instructions: Please fil	Instructions: Please fill out these survey questions for calendar year 2014. Enter 2014 as the *Survey Year.				
		Facility			
* Ownership	Not for profit, including church				
If facility is a Hospita	al:	* Number of Patient Days	7300	* Number of Admissions	1500
For any Hospital exce	pt Long Term Acute Care Hospitals:				
* Is your hospital affiliate with a medical school?					
Number of beds set up and staffed:	p 25				
ICU beds (including ac pediatric, and neonata levels II/III and III)		Specialty care beds		All other beds	23
Infection Control Practices					
* Number of infection co professionals (ICPs) ir facility		Total hours per week performing surveillance	40	Total hours per week for infection control activities other than surveillance	0
* Indicates required field					

Save	Cance	Help	
***	Be s	ure to	SAVE!

## Complete all the questions and all answers should be for calendar year 2014.



Patient Safety Compone SURVEY2015 Active Record - Reporte		/ey	
Active Record - Reporte	ad .		
	hd		
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0 linked records(s) (View	N)		
0 attachment(s) (Add)			
ord			us in the raciity Qrs
	ns Tasks Additio	onal Question Sets Surveys	Record Properties Restory
	t Update	Updated By	Status
06/2	22/2015	Vickie Gillespie [vgillespie]	Completed
	•		ility Survey will be urn to the question
	ord Lab Results Concer Las 06/2 Once	ord Lab Results Concerns Tasks Addition Last Update 06/22/2015 Once you save,	ord       Ignore Stat         Lab Results       Concerns       Tasks       Additional Question Sets       Surveys         Last Update       Updated By       06/22/2015       Vickie Gillespie [vgillespie]         Once you save, the Annual Face



Recent Records			
Record ID	Name	Record Type	
300001213	SURVEY2015	Patient Safety Component - Annual Facility Survey	
300000463	Security lospital	Facility	
300001212	SURVEY201	PAE Audit Dynamic Report	
300000830	Lapsley General + Hospital	Facility	
300001205	pae audit 051415 2	PAE Audit Dynamic Report	
		More	

Your Annual survey will now appear in your Recent Records Box.



## Additional Resources

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## **Additional Resources**

This training and more information about TxHSN and the PAE reporting process can be found at <u>www.PAETexas.org</u>.



	www.paetexas.org Home Page
	Preventable Adverse Events
	Home > Infectious Disease Control >Health Care Safety
	Infectious Disease Control
Sign up for e-mail	Preventable Adverse Events (PAEs)
updates>	Sign up for e-mail updates
	HCS Home FAQs Reporting Resources Advisory Panel Education Training
	Preventable Adverse Events result in unintended harm to patients in healthcare facilities. These events occur by an act of commission or omission rather than by the underlying disease or condition of each patient. Improving patient safety is a primary focus for healthcare facilities in Texas and across the United States.
	Senate Bill 203 amended the Health and Safety Code, Chapter 98, during the 81st Legislature (2009) to require: Healthcare facilities to report certain preventable adverse events to the Texas Department of State Health Services (DSHS), and that DSHS make
Email quic link	> 🔀 IIIIS IS LIE FAL page at
	EMAIL Ask us PAE questions! WWW.PAETexas.org
★ TEXAS Departmen	t of State Health Services

## Thank you for your time!

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### For questions about PAE reporting, please email the PAE Helpdesk at <u>PAETexas@dshs.state.tx.us</u> or you can call

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512.776.7676.

