# Turning Your Deficiencies Into Efficiencies: F884 – COVID-19 Reporting to the Centers for Disease Control and Prevention (CDC)

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Empowering patients, families and caregivers to achieve health care quality improvement

# Objectives

- Understand the F884 Tag.

- Learn how to avoid the F884 Tag.

- Describe how to make your National Healthcare Safety Network (NHSN) reporting more efficient.

# Poll

Which items are you required to report in NHSN on a weekly basis?

a. Positive and negative COVID-19 tests, staff/resident vaccinations.

b. Positive COVID-19 tests, resident vaccinations, surveillance pathway.

c. Positive COVID-19 tests, staff/resident vaccinations, surveillance pathway.

d. Positive and negative COVID-19 tests, staff/resident vaccinations, surveillance pathway.

# Definition of the F-Tag Covered

- [QSO-20-29-NH Memo – May 6, 2020](#)

- Facilities must submit resident and staff COVID-19 data through the NHSN reporting system at least once every seven days.

- Facilities may choose to submit multiple times a week.

- The Centers for Medicare & Medicaid Services (CMS) did not prescribe which day of the week the data must be submitted, although reporting should remain consistent with data being submitted on the same day(s) each week.

- The collection period should also remain consistent (Monday-Sunday).

- Each Monday, CMS reviews the data submitted to assess if each facility submitted data at least once in the previous seven days.

- This data will be publicly reported.

# Updates to the F-Tag

- [QSO-21-19-NH – May 11, 2021](#)

- Added Long-Term Care Facility Vaccine Immunization Requirements for Residents and Staff.

- "Requires LTC facilities report, on a weekly basis, the COVID-19 vaccination status of residents and staff, total numbers of residents and staff vaccinated, each dose of vaccine received, COVID-19 vaccination adverse events, and therapeutics administered to residents for treatment of COVID-19 through the NHSN's LTCF COVID-19 Module."

- "Facilities must continue submitting their COVID-19 data to NHSN at least weekly, but no later than Sunday at 11:59 p.m., each week." Starting on June 13, 2021.

# Background

# Why is this F-tag important?

- Initially, the reported data was to identify where more resources were needed.

- Now that we have resources, Information on positive tests, hospitalizations and vaccination rates, help CMS identify improvement.

- Reporting requirements change to reflect guidance changes (i.e., COVID-19 up to date definitions).

- Superior Health Quality Alliance (Superior Health), your Quality Improvement Organization (QIO) is a resource for ensuring you are reporting everything you should be reporting, and helping you find ways to make reporting more efficient.

# F-tag Data

| 📋 | Calendar Year 2023 | Calendar Year 2024 |
|---|---|---|
| Michigan | 457 | 51 |
| Minnesota | 408 | 48 |
| Wisconsin | 257 | 44 |

Data source: Quality, Certification & Oversight Reports (QCOR)

# Top Tags

| | Calendar Year 2023 | 2024 (1/1/24-2/19/24) |
|---|---|---|
| Across All Three States | F884 – Reporting National Health Safety Network | F884 – Reporting National Health Safety Network |
| Michigan | F884 – Reporting National Health Safety Network | F884 – Reporting National Health Safety Network |
| Minnesota | F884 – Reporting National Health Safety Network | F884 – Reporting National Health Safety Network |
| Wisconsin | F884 – Reporting National Health Safety Network | F884 – Reporting National Health Safety Network |

Data source: Quality, Certification & Oversight Reports (QCOR)

# What Happens If I Fail to Report?

- While you're required to report once weekly, if you fail to report for two weeks in a row you will receive a "Warning Notice: Failure to Complete NHSN COVID-19 Reporting" via CASPER.

- CMS can choose to impose Civil Money Penalties (CMPs) for each week of noncompliance starting at $1,000 for the first week and increasing in $500 increments for each subsequent occurrence of noncompliance.

# Preventing/Avoiding the F-Tag

# What Do You Need To Report Weekly Into NHSN?

- Surveillance Pathway.

- Positive COVID-19 tests ([effective April 4, 2022, reporting negative test results, either individual results or in aggregate, is optional](#)).

- Staff and resident COVID-19 vaccinations.

# What Does It Mean To Be "Up-To-Date" With COVID-19 Vaccines?

- The 2023-2024 updated COVID-19 vaccine was released on Sept. 11, 2023.

- Any COVID-19 vaccines received after Sept. 11, 2023, would have been the updated 2023-2024 COVID-19 vaccine.

- If you received the updated 2023-2024 COVID-19 vaccine, you are considered up-to-date.

- You do not need to have any other COVID-19 vaccines except for the updated 2023-2024 COVID-19 vaccine to be considered up-to-date.

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# Tutorial

NHSN Review

# Strategy One

Pick a day of the week to report and stick to it.

- Superior Health suggests a day earlier in the week (Monday, Tuesday or Wednesday).

- Do NOT wait until Saturday/Sunday to report.

- Be on the lookout for NHSN downtimes and readjust as needed.

# Strategy Two

Identify a back-up reporter and get them their own login.

- Be proactive, if your typical reporter leaves, someone else knows how to report what is required weekly.

- Reduce burden on your reporter.

- Never miss a week!

- Know who your NHSN facility administrator is.

# Strategy Three

Create a process for reporting.

- If you experience turnover or an unexpected leave of absence, having a process will help someone step into the reporting role.

- Describe the three areas that are required weekly.

- Explain how the team can find the numbers that need to be reported.

- Ensure the team has easy access to the process.

# Strategy 4

Know your options for support.

- A Superior Health quality improvement advisor can help you with any questions you have with reporting.

- If you have technical issues, you must reach out to the NHSN helpdesk/[ServiceNow](ServiceNow) platform.

- If a technical issue inhibits your ability to report, take screenshots and include them in your helpdesk request.



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# What Happens if You Get an F884 Tag?

- Ensure you do not miss reporting for another consecutive week.

- Submit data for missing reporting week(s).

- Reach out to the Superior Health team for support, there might be some additional efficiencies we can point out to your team.

# Case Studies

# Case Study One

- Superior Nursing Facility's infection Preventionist (IP), Donna, recently left her position. Donna was the only person at the facility who knew how to report in NHSN.

- Lois, the new IP, wants to ensure the facility does not miss a week of reporting but she does not have a login.

- Donna did leave her login prior to leaving the facility. Lois uses Donna's login to get into NHSN and report for the week.

What did Lois do wrong?

# Case Study Two

- Elizabeth is the director of nursing (DON) for her facility. She is also their NHSN facility administrator and typically does the NHSN reporting.

- Elizabeth identified a secondary reporter, Holly, the facility's assistant DON. She went through the process to get Holly her own login and gave her administrator rights within NHSN so Holly can access any area of NHSN should she need to.

- Elizabeth also created a process for their weekly reporting so vaccinations, positive tests and the weekly surveillance reporting always gets submitted.

- Elizabeth goes out on an unexpected leave and Holly is prepared to take over immediately.

What did this team do right?

# Case Study Three

- Melanie is the administrator for her facility, and she is also the typical NHSN reporter. She has tapped a secondary reporter, Adam, the DON.

- Melanie typically reports every Sunday. She started doing so and just never stopped. This Sunday, she tries to login to NHSN and realizes that NHSN is down! She missed the email from NHSN giving the heads up.

What should Melanie do in the future?

# Case Study Four

- Sunshine Nursing Home recently experienced complete turnover of their leadership team, including the person who typically reports into NHSN.

- Bill has been tapped as the new reporter. He wants to ensure he is meeting the requirements of reporting.

Who should Bill reach out to?

# Poll

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# Resources

- [QSO-20-29-NH Memo – May 6, 2020](#), CMS

- [QSO-21-19-NH – May 11, 2021](#), CMS

- [Quality, Certification & Oversight Reports (QCOR)](#), CMS

- [Long-Term Care Facility COVID-19 Point of Care FAQ](#), NHSN

- [Stay Up-To-Date](#), CDC

- [ServiceNow FAQs](#), CDC

# Questions?

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# Continue the Conversation in

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