

Welcome to the HSAG HIIN Initiative

Let's get started!

We are excited that you have agreed to participate in the HSAG HIIN initiative. Together, we will continue to expand national progress toward better patient care, smarter healthcare spending, and healthier people as we work to reduce preventable patient harm and all-cause hospital readmissions. Our team of clinical advisors is ready to work with you to provide no-cost customized assistance to expand the use of best practices to accelerate improvement in identified areas of patient harm.

Now that I've joined, what are my next steps?

To best tailor our assistance to the needs of your hospital or system and track your progress toward quality improvement goals, we need you to submit data to HSAG HIIN. Please complete the steps below so that we can help minimize your reporting burden and maximize time spent focusing on improvement work.

Next steps:

Please complete the following steps by printing and using the forms included in this packet and submit to HSAG HIIN via fax 818.696.7035 or email onboarding@hsaghiin.org. Items A through C (as applicable) should be submitted to HSAG HIIN at the same time as soon as possible.

- A. Identify your Secure Web Portal Data Administrator—sign and send the attached form. Each hospital should have one administrator. The administrator will be able to add additional users as necessary.
- B. Release Collaborative Alliance for Nursing Outcomes (CALNOC) Data to HSAG HIIN—sign and send the waiver only if you submit data to CALNOC.
- C. Sign the Data Use Agreement.

Additionally, if you are reporting data to the National Healthcare Safety Network (NHSN), then you will need to confer rights to the HSAG HIIN Group in NHSN. Please follow the instructions in Attachment D to confer rights. If you have any questions, please contact Laurie Hensley, MHA, HSAG HIIN Clinical Improvement Advisor, at 818.265.4643 or lhensley@hsag.com.

Once we have received your signed documents, an HSAG HIIN Clinical Improvement Advisor will contact you.

Thank you for participating in this important HSAG HIIN initiative and helping lead the nation in improving patient safety.

For questions, please contact, Ryan Fair, BS, HSAG HIIN Technical Data Director, at 602.801.6812 or rfair@hsag.com.

Attachment A

Secure Web Portal Data Administrator Form

Please fill out the short form below to designate your hospital’s Secure Web Portal Data Administrator. This person will be able to assign new users to the data portal to enter data and view reports. Once completed, please submit this form to HSAG HIIN via fax (818.696.7035) or email (onboarding@hsaghiin.org).

For questions, please contact, Ryan Fair, BS, HSAG HIIN Technical Data Director, at 602.801.6812 or rfair@hsag.com.

Secure Web Portal Hospital Information

Hospital Name:

Hospital Address:

Hospital Medicare CCN:

**Hospital System
(if applicable):**

Secure Web Portal Data Administrator Information

First Name:

Last Name:

Title:

Email:

Phone:

Attachment B

COLLABORATIVE ALLIANCE FOR NURSING OUTCOMES ADDENDUM TO
CALNOC HOSPITAL / HEALTH SYSTEM SITE AGREEMENT

Health Services Advisory Group Hospital Improvement
Innovation Network (HSAG HIIN)

This is an addendum to the Site Agreement entered into as of _____ between the COLLABORATIVE ALLIANCE FOR NURSING OUTCOMES (“CALNOC”), a California public benefit nonprofit corporation, and the hospital signing below (the “Hospital”).

Under the Site Agreement the Hospital furnishes data relating to certain nursing outcome indicators to CALNOC for the uses and subject to the restrictions described in the Site Agreement. By signing this Addendum, the Hospital also authorizes CALNOC to disclose data furnished by it to the recipient(s) named below for the project(s) described below:

Recipients: Health Services Advisory Group (HSAG)

Project: HSAG Hospital Improvement Innovation Network (HSAG HIIN Contract No. HHSM-500-2016-00069C)

Measures:

- Falls
- Pressure Ulcers

This authorization shall remain in effect until the Hospital withdraws it in writing, or until the Site Agreement terminates, or if the Hospital withdraws from the HSAG HIIN whichever occurs first. Except as set forth above, CALNOC shall maintain Hospital’s data subject to all the restrictions set forth in the Site Agreement (including any other addenda signed by Hospital).

Attestation: This Organization affirms that the data submitted to CALNOC follows all CALNOC guidelines and data collection standards and is accurate, reliable, valid and consistent with other internal sources for these measures.

HOSPITAL NAME: _____ ADDRESS: _____

SIGN: _____ DATE: _____

PRINT NAME: _____ TITLE: _____

CALNOC:

By:  _____ DATE: _____

Tony Sung

TITLE: Chief Executive Officer

HSAG is coordinating the receipt and tracking of this Addendum. Upon receipt, HSAG will send a copy to CALNOC. Please fax this form to 818-696-7035 or email to onboarding@hsaghiin.org.

Attachment C

Hospital Improvement Innovation Network (HIIN) HHSM-500-2016-00069C - Data Use Agreement

This Data Use Agreement (the ‘Agreement’) is made and entered into as of _____ by and between _____ (the ‘Hospital’) and Health Services Advisory Group, Inc. (HSAG), the Hospital Improvement Innovation Network (HIIN) for the Centers for Medicare and Medicaid Services (CMS) in California.

Recitals

- A. The Hospital is the custodian of confidential data related to the HIIN hospital performance measures (‘data’). The data focuses on eleven core areas of harm:
1. Adverse drug events (ADE), including opioid safety, anticoagulation safety, and glycemic management.
 2. Central line-associated blood stream infections (CLABSI) in all hospital settings.
 3. Catheter-associated urinary tract infections (CAUTI), in all hospital settings; including avoiding placement of catheters, in the emergency room and in the hospital.
 4. Clostridium difficile (C. diff) bacterial infection, including antibiotic stewardship.
 5. Injury from falls and immobility.
 6. Pressure ulcers.
 7. Sepsis and septic shock.
 8. Surgical site infections (SSI), to include measurement and improvement of SSI for multiple classes of surgeries.
 9. Venous thromboembolism (VTE), including all surgical settings.
 10. Ventilator-Associated Events (VAE), to include infection-related ventilator-associated complication (IVAC) and ventilator-associated condition (VAC).
 11. Readmissions.
- B. HSAG desires to access to the Hospital’s data held by CALNOC, NDNQI, and NHSN (‘Data Stewards’), and other Hospital sources, as applicable, and to permit its use to measure and track HIIN hospital performance between 2014 and 2018, and 2019, if CMS exercises the option to extend the contract. HSAG will not have access to individually identifiable patient information.
- C. The Hospital is willing to execute the associated Addendums and Waivers with the Data Stewards, where applicable, to allow HSAG access to the information subject to the terms and conditions of this Agreement and the associated Addendums and Waivers.
- D. Hospital will submit performance measure data monthly to HSAG via Secure Web Portal (or other mutually agreed upon mechanism) for hospital performance measures that Hospital does not submit to Data Stewards or HSAG does not have access to via other mechanisms.

Agreements

1. The Hospital agrees to permit access or provide data in accordance with this Agreement and to permit HSAG to measure and track hospital performance.



2. The Hospital agrees to submit data to HSAG via secure file transfer protocol.
3. HSAG agrees to comply with, and ensure that HSAG employees and its agents, comply with all the federal regulatory and contractual confidentiality requirements, including this Agreement.
4. HSAG has identified the Data Custodian as Tim Laios, MBA, MPH, Vice President and Chief Data Officer. HSAG will notify the Hospital in the event there is a change in the Data Custodian. The Data Custodian, by his/her signature below, agrees to accept responsibility for the activities of HSAG employees and agents working on the HIIN contract.
5. In order to ensure the confidential status of the data, HSAG agrees as below:
 - a) HSAG employees and agents will only use the data when and to the extent needed to perform data analyses or calculate hospital performance measures for the above named CMS task order;
 - b) HSAG will protect the data from distribution, disclosure, reproduction or dissemination in any manner to any person not authorized or entitled by law to have access to such information;
 - c) HSAG will be responsible for ensuring that HSAG employees and agents will not disclose, distribute, reproduce or disseminate such information in any manner to any person not authorized or entitled by law to have access to such information;
 - d) HSAG will limit access to the data to the minimum information necessary for HSAG employees and agents to perform their responsibilities;
 - e) HSAG will immediately terminate access to those individuals who are no longer assigned to the HIIN contract or who no longer have a need to access to the data. Additionally, HSAG employees or agents will not use any other person's user ID or password to gain access to the data, and will not share user ID or password with any other user for any reason whatsoever.
6. HSAG agrees to indemnify and hold harmless the Hospital for, from and against any and all liabilities, damages, claims or losses incurred by the Hospital as the result of any violation by HSAG or its agents arising from the provisions of this Agreement.
7. If HSAG suspects that an unauthorized individual obtained unauthorized access to the data, the Data Custodian will immediately notify the HSAG Corporate Compliance Officer. The HSAG Corporate Compliance Officer will conduct an investigation and mitigate the situation. The HSAG Corporate Compliance Officer will notify the Hospital about the incident.
8. This Agreement shall be effective upon signature by all parties and shall remain in effect until September 27, 2018, and may be extended through September 27, 2019, unless terminated by either party for any reason by written notice to the other party; provided however, that the provisions of Paragraphs 3, 5, 6 and 8 shall survive termination of this Agreement. Any revisions of this Agreement shall be effective only upon signature by all parties, and shall supersede all prior agreements.

Approvals on Page 3



Hospital Improvement Innovation Network (HIIN) HHSM-500-2016-00069C - Data Use Agreement

Approvals:

Mary Ellen Dalton, PhD, MBA, RN
CEO, Health Services Advisory Group, Inc.

Date

Hospital Executive Name and Title

Location (City)

Signature

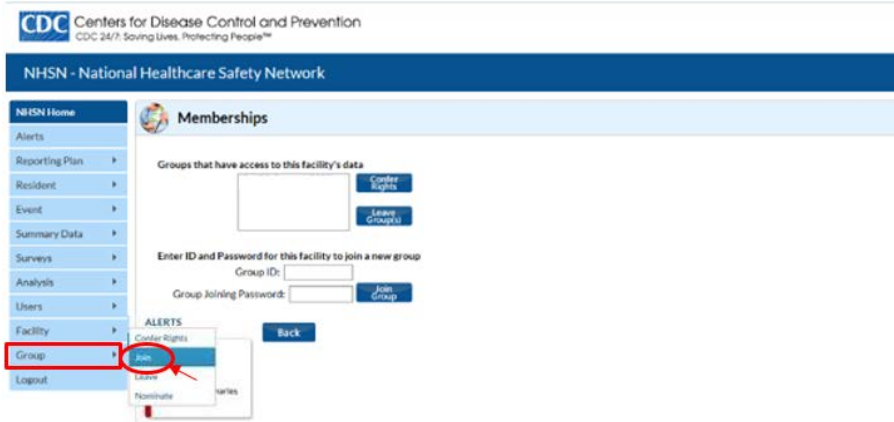
Date

Attachment D

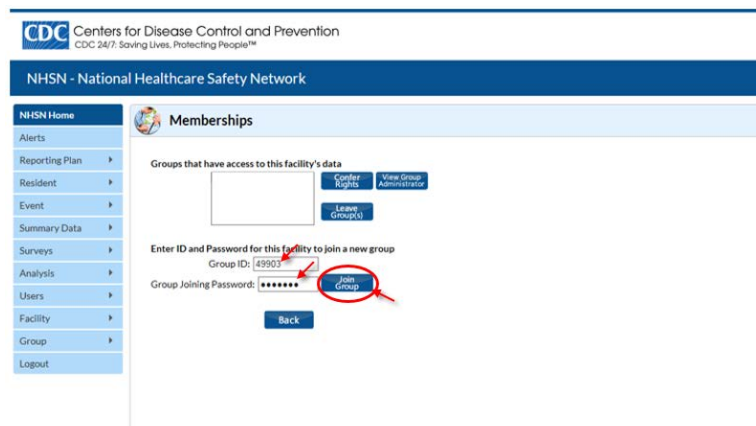
Conferring Rights to the HSAG HIIN Group in NHSN

To Confer Rights and Join the HSAG HIIN Group

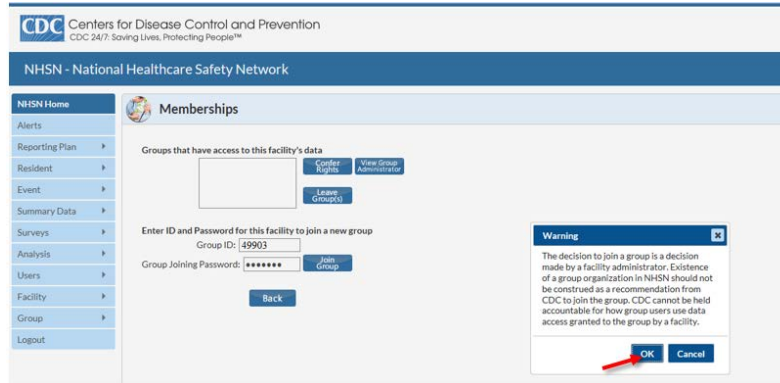
1. Login to the Centers for Disease Control and Prevention’s (CDC’s) Secure Access Management Services (SAMS) webpage: <https://sams.cdc.gov/>
 - a. The decision to join a group is made by the Facility Administrator.
2. On the navigation bar on the left side of the webpage, select *Group*, then click *Join*.



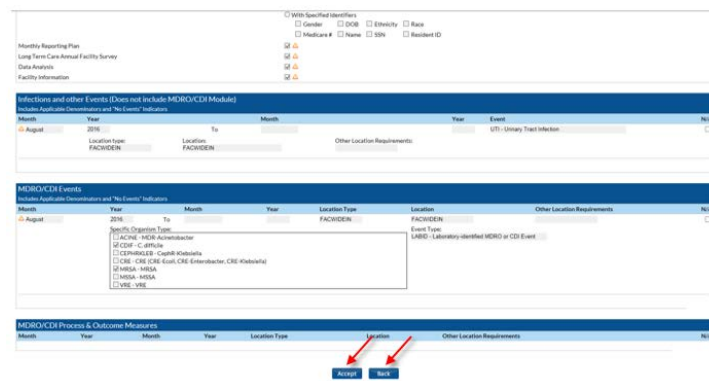
3. On the Membership page, enter the *Group ID*: **49903**
 - a. Followed by the *Group Joining Password* (case sensitive): **CalHIIN**
4. Select *Join Group* to join the HSAG HIIN Group.



- A message from the webpage will display. Please read it, then click *OK* to proceed with joining the group.

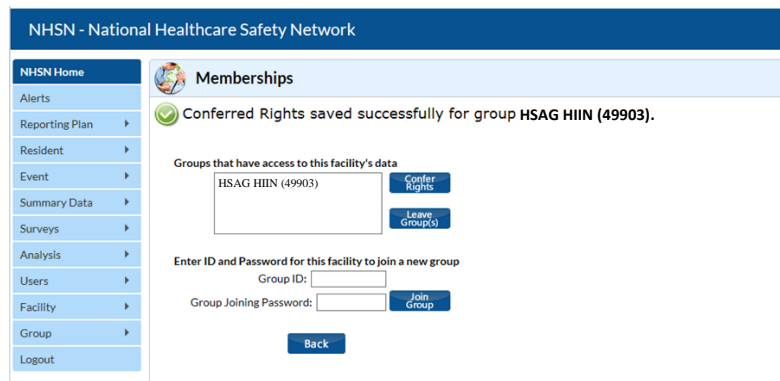


- The Confer Rights page will appear, then select the data for which the rights will be conferred. At the bottom of the page, select one of two buttons:
 - The *Accept* button confers rights to share the specified data with the group.
 - The *Back* button does not confer rights to data—the group will not have access to any facility data.



**** It is very important to click on the “Accept” button to complete the process. ****

- When the template is accepted, data sharing is complete and a confirmation message will appear.



Questions

If you have any questions regarding group joining and/or conferring rights, please contact Laurie Hensley, MHA, HSAG HIIN Quality Improvement Specialist, at 818.265.4643 or lhensely@hsag.com.