LTC Facility COVID-19 Data Submission Guidelines



Introduction

As testing at long-term care (LTC) facilities has expanded with the addition of point-ofcare testing kits in recent months, the state has likewise expanded the avenues through which data is collected from facilities. Given the additional modes of entry for COVID-19 data, the Indiana State Department of Health wants to offer clear guidelines for facilities so they can correctly and accurately submit data regarding their residents and staff.

Data Sources for COVID-19 Related Data Submission

The table and chart below outline the various pathways LTC facilities submit COVID-19 related data to the state and federal governments.

Importantly, the state requires that facilities report to the following systems, which are focused on patient-level testing information:

- Long-term Care COVID-19 Reporting form (row 1 below)
- COVID-19 Point of Care (POC) Test Reporting form (row 2 below)
 - Certified nursing homes (SNF/NFs) are exempt from this reporting beginning October 28, 2020 and should begin reporting point-of-care testing to NSHN directly (Row 4 below)
- Death Reporting Line for COVID-19-related deaths (row 6 below)

In addition, the federal government (the Centers for Medicare & Medicaid Services) requires all certified nursing homes (SNF/NFs) to submit point-of-care and facility-specific data to the National Healthcare Safety Network (NHSN) (rows 3 and 4 below).

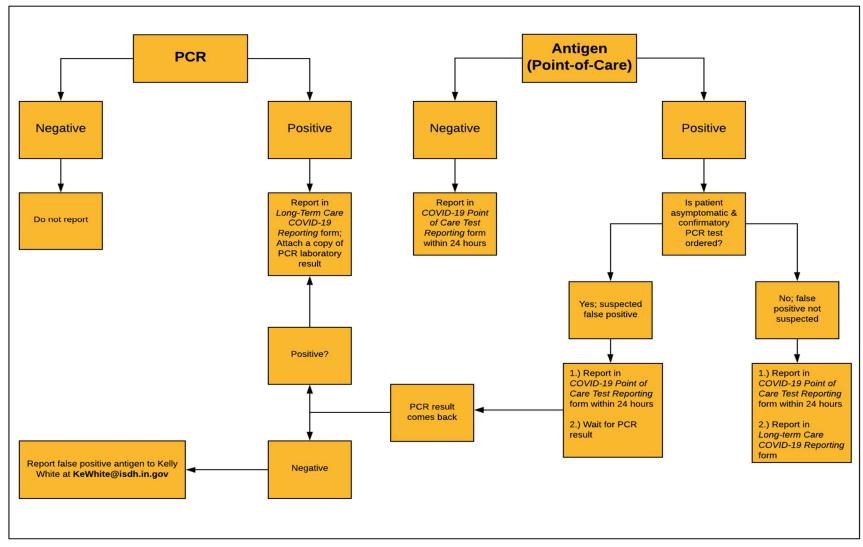
Finally, facilities not reporting directly to NHSN who wish to contribute to aggregated data submitted to NHSN by the Department of Health can do so through an additional form (row 5 below).

Reporting Systems for COVID-19

	Reporting System/Form	System	Purpose/Description	Required? For Whom?	Time Frame
1	Long-Term Care COVID- 19 Reporting form	REDCap: Managed by ISDH	Reporting form for all positive case results and submissions, including staff and residents.	Yes, for all SNF/NF and RCF/AL	Within 24 hours of positive result (if false positive not suspected)
2	<u>COVID-19 Point of Care</u> (POC) Test Reporting form	REDCap: Managed by ISDH	POC test reporting form that should include both positive and negative POC test results (even if potentially a false positive). Required for facilities unless point-of-care data is being submitted to NHSN directly (row 4) ¹	Yes, for RCF/AL and any SNF/NF not yet reporting in row 4	Within 24 hours of result of POC test
3	NHSN LTCF COVID-19 Module	Web Portal: Managed by NHSN	NHSN-required fields solely for certified nursing homes (SNF/NFs). ²	Yes, for all SNF/NF and any voluntary AL	Weekly, with a preference for submission on the same day each week
4	NHSN Point of Care Laboratory Reporting Tool	Web Portal: Managed by NHSN	Required for certified nursing homes (SNF/NFs). POC test reporting that should include both positive and negative POC test results (even if potentially a false positive).	Yes, for SNF/NF only	Within 24 hours of result of POC test
5	Long Term Care COVID- 19 Aggregate Reporting	REDCap: Managed by ISDH	For facilities interested in submitting NHSN-related data for inclusion in aggregate data submitted to NHSN.	No	Weekly, with a preference for submission on the same day each week
6	Death Reporting Line	ISDH Hotline	For reporting any death identified as related to COVID-19 (765-860-6053).	Yes	Within 24 hours of the death

¹ If a previously submitted positive result comes back as a false positive (or vice versa), please email Kelly White at <u>KeWhite@isdh.in.gov</u>.

² This data is gathered by ISDH weekly.



Data Submission Process Flow: Case-level Information*

*Certified nursing homes (SNF/NFs) with SAMS 3 Level access to NHSN should report point-of-care results to NHSN Point of Care Laboratory Reporting Tool in place of COVID-19 Point of Care Test Reporting Form. Until a certified nursing home (SNF/NF) obtains SAMS Level 3 Access to NHSN and reports point-of-care testing to NHSN that facility must continue to report via the COVID-19 Point of Care (POC) Test Reporting form (row 2 below).

Event	Where and When to Report					
	Certified SNF/NF	RCF (Licensed AL)	Assisted Living (Unlicensed)			
Positive COVID-19	Long-Term Care COVID-19 Reporting	Long-Term Care COVID-19 Reporting	Long-Term Care COVID-19 Reporting			
Point-of-Care (POC)	form (REDCap) / Within 24 hours of	form (REDCap) / Within 24 hours of	form (REDCap) / Within 24 hours of			
Test – Staff or	the result (unless a false positive is	the result (unless a false positive is	the result (unless a false positive is			
Resident	suspected)	suspected)	suspected)			
	AND	AND	AND			
	NHSN COVID Module / Weekly per	COVID-19 POC Test Reporting form	COVID-19 POC Test Reporting form			
	CMS instructions	(REDCap) / Within 24 hours of the	(REDCap) / Within 24 hours of the			
	AND	result	result			
	NHSN Point of Care					
	Laboratory Reporting					
	Tool / Within 24 hours of the result					
Positive COVID-19	Long-Term Care COVID-19 Reporting	Long-Term Care COVID-19 Reporting	Long-Term Care COVID-19 Reporting			
Lab Result (Not	form (REDCap) / Within 24 hours of	form (REDCap) / Within 24 hours of	form (REDCap) / Within 24 hours of			
Point-of-Care) – Staff	the result	the result	the result			
or Resident	AND					
	NHSN COVID Module / Weekly per					
	CMS instructions					
Negative COVID-19	NHSN COVID Module / Weekly per	COVID-19 POC Test Reporting form	COVID-19 POC Test Reporting form			
POC Test – Staff or	CMS instructions	(REDCap) / Within 24 hours of the	(REDCap) / Within 24 hours of the			
Resident	AND	result	result			
	NHSN Point of Care					
	Laboratory Reporting					
	Tool / Within 24 hours of the test					
COVID-19-Related	ISDH Death Reporting Line / Within	ISDH Death Reporting Line / Within	ISDH Death Reporting Line / Within			
Death – Staff or	24 hours of the death	24 hours of the death	24 hours of the death			
Resident						

Long-Term Care COVID-19 Reporting form (REDCap): <u>https://redcap.isdh.in.gov/surveys/?s=TJPDYTRHT9</u>

COVID-19 Point of Care (POC) Test Reporting form (REDCap): <u>https://redcap.isdh.in.gov/surveys/?s=ER98AJW9RX</u>

COVID-19 Death Reporting Line: (765) 860-6053