CCS Form Tip Sheet

Please refer to the instructions below on how to obtain the **Live Births and NICU admissions** for the **CCS Supplemental Form** from the resources listed below. This will assist in fulfilling the requirement of task # 7 in your Close-Out Checklist.

Live Births – Sections A (birth weight) and D (gestational age)

Click on the **Populate Births** button at the bottom of the CCS form to transfer the vital statistics based birth counts **obtained from CDPH Vital Statistics** by birth weight/gestational age into the corresponding boxes of **Sections A and D** of the CCS form.

Note that this transfer is reversible, i.e., you can restore your previous entries.

> **Important:** If your center is an active track MDC participant, be aware that the vital statistics based counts transferred to the form do not reflect any corrections you might have entered on the MDC website. Active track centers must follow the process outlined in Section **CMQCC Maternal Data Center (MDC)** below for the most accurate births data.
>
> The live births counts transferred to the spreadsheet do not reflect any edits/corrections that were made via the MDC website. If you would like to use the corrected live birth counts, please follow the instructions in

> **Use of the Populate Births button is** optional. **If it is known that your hospital or Co-located hospital's vital statistics data has errors, use another source that is more accurate.**

| Section A | Section B | Section C | Section D | Section E | Section F | QI Prj 1 |

A. Hospital Births and Deaths of Infants Born in 2020 by Birth Weight

Infants Born Between 1/1/2020 and 12/31/2020	< 401 grams	401-500 grams	501-750 grams	751-1,000 grams	1,001-1500 grams	1,501-2500 grams	> 2500 grams	Total
Total Live Births by Birth Weight in your center from 1/1/2020 to 12/31/2020	0	0	0	0	0	0	0	0
Should be ... compared to your NICU Data submissions								
Number of births based on your hospital's vital statistics birth data. Latest birth date reported for this birth year is 08/27/2020. Note that for CMQCC active track NICUs, the number of births shown is not updated per corrections you have provided. You will have to logon to CMQCC to obtain corrected counts.								

- If your **NICU is a satellite NICU (co-)located at a hospital with delivery services** and if live births are found for the co-located hospital, you can use the Populate Births button to populate the Total Live Births rows in Sections A and D.

- We recommend that you check the vital statistics based births counts around the 15th of each month during the close-out period as some births are updated or reported late to vital statistics. This ensures that the births reported are the most accurate possible.

- Once the **Populate Births** button is clicked, the button's label changes to **Restore Births Entries**. If you click the button **Restore Births Entries**, those entries will be restored that were in the input boxes just before you clicked on **Populate Births**.

NICU Admissions – Sections A-F

If you've entered your NICU admissions into the All NICU Admits Database (ANAD), you can use that data to populate sections A-F in your CCS Form.

Prior to starting the import of ANAD data into the CCS form, make sure to:

- Check that the ANAD for the CCS form year <u>and</u> prior years is complete.

- Check that your ANAD does not have any inconcistencies.

Please review the section Populating the CCS Form Based on the ANAD - Prerequisites of the ANAD documentation (available on the ANAD page).

The ANAD based values can be viewed by clicking on the **Show Values based on NICU Admits DB** button at the bottom right of the CCS Supplemental Form, shown in the screenshot below. Using this button will show the ANAD based value under the CCS form cells, this button will not populate the CCS form.

Depending upon the ANAD features that you are using you have three options for populating the CCS form with your ANAD based values.

If you track antibiotic (ABX) use, central line days, and central line-associated bloodstream infections (CLABSIs) at your NICU using the ANAD, and if you have entered admission and discharge dates for all NICU admissions, you can use the option **Populate Sections A through F**.

> Section F also includes neonatal inborn exposures to ABX. For this field, the value based on the ANAD is not populated, but shown underneath the field. The reason is that ABX exposures for inborn infants <u>at your hospital</u> are required for this field, <u>not at your NICU</u>. **If all ABX exposures for inborn infants occur in your NICU, you can use the ANAD based number**.
>
> **Note that what is entered in NAE field should be greater than or equal to the ANAD based number.**
>
> See box in the next section on populating Total NICU Days!

- If you do not track ABX use, central line days and CLABSIs at your NICU using the ANAD, but have entered admissions and discharge dates for all NICU admissions, you can use the option **Populate Sections A through D and Total NICU Days**.

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The successful import of total NICU days is dependent upon capturing NICU admission and discharge dates for all admissions an infant had during the entire year including readmissions for continuing and new care episodes.

If you import discharge dates from the higher acuity DB, be aware that the discharge date imported is the hospital discharge date, not NICU discharge date. You might have to correct the imported discharge date to obtain an accurate count of NICU Days.

NICU days are counted for the admission year (not birth year). Therefore, it is important to ensure that all discharge dates for prior birth years are entered.

- If you do not track ABX use, central line days and CLABSIs at your NICU using the ANAD, and if you prefer to use another source for Total NICU Days, use the option **Populate Sections A through D only.**

Once the **Populate Form with Values based on All NICU Admits DB** button is clicked (and you've chosen an option), the button's label changes to **Restore Form to Values prior to All NICU Admits DB** (see below). If you click that button, those entries will be restored that were in the input boxes just before you clicked on Populate Form with Values based on All NICU Admits DB button.

| Check for Errors | Check Pending Items | Save Form | | ➡ | Restore Form to Values prior to All NICU Admits DB | Hide Values based on All NICU Admits DB |

CMQCC Maternal Data Center (MDC)

Direct login to the CMQCC Maternal Data Center requires that you have your own CMQCC MDC Account; i.e. you need to be invited to access the MDC by a hospital colleague with an MDC Administrator role. If you need to be able to drill down to see the list of patients in each CCS category in the MDC, ask your MDC administrator to invite you with an MDC User Role of "Read Only: Aggregate and Patient-Level Data" or higher.

To identify the MDC Administrators for your hospital, contact datacenter@cmqcc.org
To log in directly (i.e. you already have an MDC Account), go to https://datacenter.cmqcc.org

- Once logged on to the MDC, follow the steps below to find the vital statistics birth counts by birth weight and by gestational age:

- From the MDC homepage, go to the *Clinical Quality Measures* section and click on *reporting org* in the section header

- Scroll down to the row titled *California Children's Services (CCS): Total Births by BW and GA* and click on the row header or *See My Hospital's Action Steps…*

- From the *Action Items* screen*,* click on *See CCS Total Live Birth Reports*

- Download the data needed to propagate the CCS Supplemental Form for births by BWGT and by GA, using the *Download CSV (Excel)* button
- Manually enter the numbers into the **live births sections** of the CCS Form (A and D).
- To see the list of cases for a category, click the blue number in the "Count" column for that category.

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