

## CCS Form and All NICU Admissions Database (ANAD) Tip Sheet

### How the ANAD Supports Accurate CCS Reporting

This tip sheet explains how to complete the All NICU Admits Database (ANAD) and the CCS Supplemental Form (Task 7 on the Close-out Checklist for Data Finalization), and how ANAD data feeds into CCS reporting. Because the CCS form pulls several key totals from ANAD, ANAD must be fully finalized first—including all admissions, re-admissions, and discharge dates—to ensure accurate and consistent CCS results.

### Finalizing the ANAD

#### Importing Higher Acuity Records into the ANAD Using the CPQCC A/D Refresh

If you have started entering higher acuity infants into the higher acuity database, you can import them into the ANAD. Use this feature to import your higher acuity records into the All NICU Admits database (see graphic below).

Retrieve new records from the CPQCC A/D database and/or update All NICU Admits DB records with a CPQCC ID

Existing All NICU Admits DB records with a CPQCC ID will have all infant level variables and pending stay level variables related to discharge updated to match the CPQCC A/D form: birth date, birth time, birth weight, gestational age, multiple status, sex, delivery mode, mother's birth date, mother's race, mother's Hispanic origin, disposition, acute transport out, discharge date, transport location.

☐ For new records, use the CPQCC NICU A/D record ID as reference number / ID for the All NICU Admits DB stay.

☐ For new records, use the next available sequential reference number(s) as reference number / ID for the All NICU Admits DB stay.

☐ For new records, use the next available sequential reference number(s) as reference number / ID prefixed by the admission year for the All NICU Admits DB stay. This will result in: YYYY0001, YYYY0002, ... where YYYY is the admission year.

☐ For new records, use the next available sequential reference number(s) prefixed by the birth year. This will result in: YYYY0001, YYYY0002, ... where YYYY is the birth year.

☐ For new records, use the next available sequential reference number(s) as reference number / ID prefixed by the 2-digit admission year for the All NICU Admits DB stay. This will result in: YY0001, YY0002, ... where YY is the 2-digit admission year.

☐ For new records, use the next available sequential reference number(s) prefixed by the 2-digit birth year. This will result in: YY0001, YY0002, ... where YY is the 2-digit birth year.

☐ Do not import new records, only update existing records.

☒ Add higher acuity indicator (CPQCC A/D Record ID) to existing All NICU Admits DB Records based on birth date, birth time, admission date, infant sex, multiple, birth weight and gestational age. Remove the CPQCC A/D Record ID from an ANAD record if it was used for a different birth year. Only update one field (CPQCC A/D Record ID) for existing records with missing CPQCC A/D Record ID or with a CPQCC A/D Record ID that was used for a different birth year! [Check boxes below are ignored for this option.](#)

☐ Check to only include CPQCC NICU A/D records with all All NICU Admits DB items coded.

☐ Check to map CPQCC NICU A/D conditions to All NICU Admits DB problems during NICU stay for new and existing All NICU Admits DB records.

☐ Check to map CPQCC NICU A/D conditions to All NICU Admits DB problems during NICU stay for new records only.

The area **outlined in green** is important if you've already entered a few records into the ANAD. This step will: 1) add a higher acuity ID number for infant records that meet the criteria, 2) remove it from records used for another birth year, or 3) replace it for records where an incorrect ID number was used. Once you've clicked the confirm button, you'll get a message that indicates how many records were updated. This process can be done as often as needed to make sure that the higher acuity ID number assigned is the correct one.

The area **outlined in yellow** allows you to import new records from the higher acuity database using the number format that you select. In most cases, you'll want to use the same format that has already been used for existing records. To **update** existing higher acuity records, you'll select the last radio button: **Do not import new records, only update existing records**. Note that this step will override whatever values are being pulled in



the CCS form (i.e., weight, gestational age, NICU disposition, discharge date, etc.) These items need to be completed and accurate as they feed directly into the CCS form as aggregate numbers.

16 entries per page

CSV CPQCC A/D Refresh Upload New Edit Delete Consistency Check MATEX CPQCC NICU A/D Core Admit "DX" Disp "DX" Other CCS CARE Set Col Vis Query (3) Pending Items Reset

ID	DOB	TOB	BW	GA	Mult	Adm Dt	Adm Tm	Birth Loc	Ref Loc	Ac Trs In	Disch Dt	LOS	Trs Loc	Ac Trs Out	CPQCC Record ID	Updated
20240006	01-02-2024		3,385	39/3	S	01-03-2024	05:18				01-10-2024	8				01-31-25 14:30
20240009	01-03-2024		2,546	37/6	2B	01-05-2024	01:52				01-10-2024	6				01-31-25 14:30
20240018	01-05-2024		3,136	40/5	S	01-05-2024	10:58				01-08-2024	4				01-31-25 14:30
20240030	01-09-2024		1,897	34/6	S	01-09-2024	16:15				01-19-2024	11				01-31-25 14:30
20240078	01-31-2024		3,552	41/5	S	01-31-2024	20:39				02-03-2024	4				01-31-25 14:30
20240110	02-12-2024		3,511	41/2	S	02-12-2024	17:30				02-14-2024	3				01-31-25 14:30
20240128	02-19-2024		3,547	40/3	S	02-19-2024	06:40				02-24-2024	6				01-31-25 14:30
20240166	03-02-2024		5,241	39/0	S	03-02-2024	04:21				03-20-2024	19				01-31-25 14:30
20240168	03-03-2024		3,512	40/3	S	03-03-2024	02:05				03-05-2024	3				01-31-25 14:30
20240173	03-05-2024		3,108	41/1	S	03-05-2024	18:29				03-07-2024	3				01-31-25 14:30
20240178	03-06-2024		4,299	39/4	S	03-06-2024	01:43				03-09-2024	4				01-31-25 14:30
20240189	03-09-2024		3,889	41/2	S	03-09-2024	03:38				03-13-2024	5				01-31-25 14:30
20240191	03-10-2024		2,372	40/0	S	03-10-2024	11:15				03-15-2024	6				01-31-25 14:30
20240207	03-14-2024		3,418	41/0	S	03-15-2024	00:01				03-17-2024	3				01-31-25 14:30
20240226	03-23-2024		2,787	35/4	S	03-23-2024	09:46				03-27-2024	5				01-31-25 14:30
20240234	03-26-2024		2,563	34/3	S	03-26-2024	02:40				04-06-2024	12				01-31-25 14:30

Showing 1 to 16 of 76 entries (filtered from 992 total entries)

« 1 2 3 4 5 »

You can click on **Core** to get back to the main table or **Reset** if you want to exit out of the query once you've completed your review.

## CCS Form Overview

### Section A: Hospital Births and Deaths of Infants by Birth Weight

- **Total Live Births by Birthweight** – The number entered must match your total live births by gestational age in section D; otherwise, it will cause an error for these numbers in your CCS form

### Section B: Total Admissions to Your NICU of Infants by Birth Weight

- **Total Admissions to your NICU** – The number entered should match the total admissions (# of records) entered in the All NICU Admits Database.
  - If the number of total admissions is **20% higher or lower than the previous close-out year** you must submit a help desk ticket stating the reason for the increase or decrease and request an override.
- **Inborn (never home) Admissions to your NICU** – The number entered must match your total inborn NICU admissions by gestational age in section D; otherwise, it will cause an error for these numbers in your CCS form.

### Section D: Total Transfers-Out from Your NICU of Infants by Birth Weight

- **Total Live Births by Gestational Age** – The number entered must match your total live births by birth weight in section A; otherwise, it will cause an error for these numbers in your CCS form.
- **Inborn Admissions to your NICU** – The number entered must match your total inborn NICU admissions by birth weight in section B; otherwise, it will cause an error for these numbers in your CCS form.

## Section E: Average Daily Census in your NICU, Newborn Antibiotic Exposures (NAE) and Antibiotic Use Rate (AUR)

- **Total # of patient days for all licensed NICU beds** - If the number entered is 20% over or under the previous year's number, an error will pop up that needs to be overridden by the data center. In return, we ask that you verify the accuracy of the entered number and provide a reason for the increase or decrease.
  - If your All NICU Admits Database includes all NICU admissions, including readmissions, the total # of NICU days should match the number based on the ANAD by admission year.
- **Total # of Newborn Antibiotic Exposures (inborn)** – The number entered is typically significantly lower (always lower if all ABX are given in the NICU) than the antibiotic use days, as this number refers to inborn infants vs all infants.
  - If all your infants receive ABX in the NICU, and if you track ABX use for all your NICU admissions, the ANAD-based value can be used.

## Section F: Central line-Associated Bloodstream Infections (CLABSI) of Infants by Birth Weight

- **Number of CLABSI (by birth weight)** – The number entered for your total number of CLABSI by birth weight should be less than the number entered for central line days or both should be zero.
  - If the number of CLABSI days is zero for all birth weight groups, you will have to request an override.

## CCS Form Instructions

### Live Births – Sections A (Birth Weight) and D (Gestational Age)

You have two options for entering live birth counts.

1. Enter live birth numbers manually, or
2. Use the “Populate Births” button at the bottom of the CCS form to import birth weight and gestational age totals from the CDPH Vital Statistics into Sections A and D. This import is optional and reversible. The CDPH Vital Statistics totals are imported directly from the CMQCC Maternal Data Center. If your hospital has access to the CMDC, you can review this data directly from the website (see the MDC section below for more information).

Do not use ANAD to capture live births, as it captures NICU admissions only.

### Populate Births

- 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.

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

### Note on Vital Statistics:

We recommend that you check the vital statistics-based birth 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.

If your hospital's or co-located hospital's Vital Statistics data contain known errors, use a more accurate source.

For MDC participants, the Vital Statistics counts imported into the CCS form do not include corrections made in the MDC website. To use corrected totals, follow the instructions outlined in the “CMQCC Maternal Data Center” section. **NICU Admissions – Sections A-F**

### NICU Admissions – Sections A through F

Once all ANAD records are complete and consistent, they can be used to populate sections A-F in your CCS Form.

The ANAD-based values can be viewed by clicking the “**Show Values based on NICU Admits DB**” button at the bottom right of the CCS Supplemental Form. This displays the ANAD-based value under the CCS cells; this button will not populate the CCS form.

You have three options for populating the CCS form with your ANAD-based values. See what each section includes below.

- Section A: NICU Deaths** – before, including, and after the 28<sup>th</sup> day of life.
- Section B: NICU Admissions** – Inborn, Outborn, Acute, Non-Acute.
- Section C: NICU Transports** – Acute, Non-Acute.
- Section D: Inborn Admissions** by gestational age.
- Section E: Total NICU Patient Days**
- Section F: CLABSI & Central Line Days** – if collected in the ANAD

### Note on Section E: Total NICU Patient Days

Accurate import of Total NICU Days requires complete admission and discharge dates for every NICU stay during the year, including readmissions and new episodes of care.

If you import discharge dates from the higher-acuity database, remember that these reflect **hospital** discharge dates, not **NICU** discharge dates. Update them as needed to ensure NICU Day counts are correct.

NICU Days are reported by **admission year**, not birth year. Therefore, discharge dates for infants born in prior years that were discharged in the same year must also be entered to ensure accurate totals.

### Note on Section F: Newborn Antibiotic Explore (NAE)

The ANAD-based value for NAE does **not** auto-populate; it appears below the field for reference because Section F counts all inborn infants who received antibiotics at your hospital, not only those treated in the NICU.

If all inborn antibiotic exposures occur in your NICU, the ANAD reference number may match and can be used. Ensure the value you enter in the NAE field is **greater than or equal to** the ANAD-based reference number.

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, the entries in the input boxes will be restored to their previous values, as they were just before you clicked the Populate Form with Values based on All NICU Admits DB button.



### Errors and Pending Items

To ensure that your CCS data is complete and accurate, you must review and update any errors or pending items that may exist in the CCS form.

To review and better the types of errors you may have, click the **Check for Errors** button, which will initiate the box you see below.

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

**A. Hospital Births and Deaths of Infants Born in 2025 by Birth Weight**

Infants Born Between 1/1/2025 and 12/31/2025	< 401 grams	401-500 grams	501-750 grams	751-1,000 grams	1,001-1500 grams	1,501-2500 grams	> 2500 grams	Total
<b>Total Live Births by Birth Weight in your center from 1/1/2025 to 12/31/2025</b> <i>Should be ... compared to your NICU Data submissions</i>	0	0	0	0	0	0	0	0
<b>Total Deaths of Infants Admitted to Your NICU (or under the care of your NICU staff regardless of the location in your hospital)</b> <i>This row will be updated based on your entries for the number of deaths prior and post 28 days.</i>	0	0	0	0	0	0	0	0
<b>NICU Deaths Prior to and Including the 28th Day of Life (*) (Not Stillborn, Non-Delivery Room Deaths)</b> <i>Should be ... compared to your NICU Data submissions</i> <i>Should be ... based on your All NICU Admits DB</i>	0	0	0	0	0	0	0	0
<b>NICU Deaths after the 28th Day of Life (**) (Not Stillborn, Non-Delivery Room Deaths)</b> <i>Should be ... compared to your NICU Data submissions</i> <i>Should be ... based on your All NICU Admits DB</i>	0	0	0	0	0	0	0	0
<b>Delivery Room Deaths</b> <i>Should be ... compared to your NICU Data submissions</i>	0	0	0	0	0	0	0	0

Check for Errors Check Pending Items Save Form

Populate Form with Values based on All NICU Admits DB Hide Values based on All NICU Admits DB

When you click the **Yes, Confirm** button, another window below pops up, which gives you a list of errors with a short explanation for each one. You have the option of printing this message for internal use or just closing the box.

NICU Data - Google Chrome

cpqccdata.org/cpqccdata/messages.html

Please close this window ALWAYS using the Close Window link at the bottom of the message list below.

Number of Births for Birth Weight Group 501 to 750 grams (0) is not equal to the sum of CPQCC delivery room deaths and CPQCC inborn NICU admissions (1 + 1 = 2) for this group.

Number of Inborn Admissions for Birth Weight Group 501 to 750 grams (0) is not equal to the number of CPQCC Inborn Infants for (1) this group.

Number of Delivery Room Deaths for Birth Weight Group 501 to 750 grams (0) is not equal to the number of CPQCC Delivery Room Deaths (1) for this group.

Number of Outside Admissions for Birth Weight Group 1,501 to 2,500 grams (0) is less than the number of CPQCC Outside Admissions (1) for this group.

Number of Births for Gestational Age Group 22 to 31 wks (0) is not equal to the sum of CPQCC DRDs and CPQCC inborn NICU admissions (1) for this group.

**Warning:** You have specified zero central line days. Please add a comment in Section D to confirm, or correct Section F.

Print Messages Close Window

Check for Errors Check Pending Items Save Form

To review and complete any pending items, click the **Check Pending Items** button, which gives you a list of items that are still pending in the form with the same options.



**NICU Data - Google Chrome**  
cpqccdata.org/cpqccdata/messages.html

Please close this window ALWAYS using the Close Window link at the bottom of the message list below.

**Pending Items**

- Sec E, Average Daily Census not entered. The Average Daily Census should be greater than 0 (zero).
- Sec E, Antibiotic Use Days not entered. *This item is a required data element for maintaining CCS approval.*
- Project 1: IHI Level not selected.
- Project 1: Progress not selected.
- Project 1: Item #s Changed Since Last Report not provided.

[Print Messages](#) [Close Window](#)

**NICU ID: 0000**

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

**A. Hospital Births and Deaths**

Infants Born Between 1/1/2025 and 12/31/2025	< 401 grams
Infants Born Between 1/1/2025 and 12/31/2025	0
Infants Born Between 1/1/2025 and 12/31/2025	= 0
Infants Born Between 1/1/2025 and 12/31/2025	0
Infants Born Between 1/1/2025 and 12/31/2025	0
Infants Born Between 1/1/2025 and 12/31/2025	= 0
Infants Born Between 1/1/2025 and 12/31/2025	= 0
Infants Born Between 1/1/2025 and 12/31/2025	0
Infants Born Between 1/1/2025 and 12/31/2025	= 0
Infants Born Between 1/1/2025 and 12/31/2025	= 0
Infants Born Between 1/1/2025 and 12/31/2025	0
Infants Born Between 1/1/2025 and 12/31/2025	= 0

[Check for Errors](#) [Check Pending Items](#) [Save Form](#)

Please make sure to use all the available buttons and resources when completing the All NICU Admits data, the higher acuity data, and the CCS form.

## CMQCC Maternal Data Center

### Live Births

Direct login to the CMQCC Maternal Data Center (MDC) 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](mailto: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.

Demo Hospital

CCS Report (CY 2023)

Demo Hospital: CCS Report (2023)

We strongly recommend you check back on or after March 5th for potential updates, as CMQCC receives late-registered Birth Certificate data from Vital Records.

Notes:

This report will automatically update if your colleagues make any updates to the underlying data, or if additional birth certificate records are received (late) from Vital Records.

These numbers may not match your CPQCC numbers, as they may reflect any data corrections your team has made in the Maternal Data Center in birth weight or gestational age.

Birth Weight

Derived from Birth Certificate

Category	Count
Missing	0
Less than or equal to 400gms	0
401-500gms	0
501-750gms	0
751-1000gms	0
1001-1500gms	0
1501-2500gms	0
Greater than 2500gms	0
Totals	0

Download CSV (Excel)

Gestational Age

Derived from Birth Certificate's OB Estimate of Gestational Age (weeks only)

Category	Count
Missing	0
Less than or equal to 21+6	0
22+0-31+6	0