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**DEPARTMENT OF  
HEALTH AND HUMAN SERVICES**  
DIVISION OF PUBLIC AND BEHAVIORAL HEALTH  
*Helping people. It's who we are and what we do.*



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## Technical Bulletin

**Date:** July 25, 2021

**Topic:** COVID-19 Data Reporting Requirement for Skilled Nursing Facilities

**Contact:** Melissa Peek-Bullock, State Epidemiologist, Division of Public and Behavioral Health

**To:** All Division of Public and Behavioral Health Licensed Skilled Nursing Facilities (SNFs) and Medicaid Nursing Facilities

### Background:

On May 11, 2021, the Centers for Medicare & Medicaid Services (CMS) published an interim final rule with comment period (IFC) (<https://www.cms.gov/files/document/gso-21-19-nh.pdf>). This rule establishes skilled nursing facilities (SNFs) and Medicaid nursing facilities immunization requirements for residents and staff. This includes new requirements for educating residents or resident representatives and staff regarding the benefits and potential side effects associated with the COVID-19 vaccine and offering the vaccine. Furthermore, these facilities must report COVID-19 vaccine and therapeutics treatment information to the Centers for Disease Control and Prevention's (CDC) National Healthcare Safety Network (NHSN).

### NHSN COVID-19 Reporting Requirements for Skilled Nursing Facilities & Medicaid Nursing Facilities

All Skilled Nursing Facilities (SNFs) and Medicaid Nursing Facilities licensed in the state of Nevada must report COVID-19 testing and vaccination data on a weekly basis through NHSN. To report to NHSN, each facility must have designated staff who are enrolled with NHSN. For the facility to gain full reporting access in NHSN, their assigned staff must complete the Secure Access Management Services (SAMS) identity verification process. This process can take weeks to get approval and requires a Notary, so the process should not be delayed, and several staff should be approved so facilities have back-up reporters.

### How to Enroll with and Report to NHSN

Information on NHSN's COVID-19 Module and how to enroll with NHSN is available online at:

<https://www.cdc.gov/nhsn/ltc/covid19/index.html>

Facilities are required to have a reporting plan with an identified process and assigned staff with NHSN access. In addition, they should have a backup plan when there is staff turnover or changes in staff status to fulfill weekly reporting requirements. It is recommended that each facility have at least three employees with NHSN access for data entry.

**Facilities should also confer rights to the state for visibility of data entered in the database.** Conferring rights with the state allows the state to view the data submitted into NHSN by each healthcare facility. If facilities do not confer their rights, the state cannot review their information. When a facility confers rights, the state only has access to view the data. No data can be edited or deleted.

**Additionally, reporting of COVID-19 testing and vaccination data for residents and healthcare personnel must be completed weekly. Please be advised that the vaccination data is cumulative. The cumulative number of individuals vaccinated are all those have been vaccinated (not just those vaccinated during the current reporting week).**

### NHSN Reporting Options

Facilities may enter data manually or using a CSV file submission. Information on CSV file submission may be found here:

<https://www.cdc.gov/nhsn/cdaportal/importingdata.html>

## Questions and Additional Resources

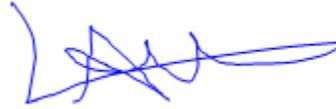
Questions for NHSN may be sent to: [NHSNCDA@CDC.GOV](mailto:NHSNCDA@CDC.GOV) or [NHSN@CDC.GOV](mailto:NHSN@CDC.GOV)

To change your NHSN Facility Administrator, please go to: <https://www.cdc.gov/nhsn/facadmin/index.html>

Please refer to Kimisha Causey with the Office of public Health Investigations and Epidemiology (OPHIE) for further NHSN access concerns or questions about conferring data right to the state for NHSN. [kcausey@health.nv.gov](mailto:kcausey@health.nv.gov)



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