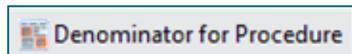


The Denominator for Procedure (DFP) tool assists with collecting details pertaining to surgical procedures for reporting to the National Healthcare Safety Network (NHSN). This information needs to be imported to generate the report needed for submitting surgical site infection events.

### Importing the Denominator for Procedure List

**STEP 1:** Open Denominator for Procedure from the toolbar.



**STEP 2:** Select the parameters from each dropdown.

**STEP 3:** Set the Date Range and click **Execute**. Patients who meet the criteria will display. Details entered in Surginet will populate each cell.

**NOTE:** Incomplete charts will have an X in the status column and the missing information will appear in a yellow highlight.

**STEP 4:** Click in the cell to enter the details.

Patient Information	Status	NHSN Procedure Code	Procedure Date	Duration	ASA Classification	Wound Class	General Anesthesia	Outpatient	Emergency	Trauma	Endoscope	Surgeon	Height	Weight	Closure Technique	CSEC	Spine Surgery	Diabetes Mellitus	Type of HPRO/KPRO	HPRO	KPRO
TESTING, JP MDRO-ESBL2, F, 08/23/1973 Patient ID: 2290477 Admit Date: 02/04/2021 12:35:46 Discharge Date:	✓	HYST	02/10/2021	01:30	Class 4	CC	Yes	No	No	No	Yes	GITTINGER MD, ELIZABETH M	5' 5" - meters	75 Kg	Primary	-	-	No	-	-	-
TESTING, JP MDRO-ESBL2, F, 08/23/1973 Patient ID: 2290477 Admit Date: 02/04/2021 12:35:46 Discharge Date:	✗	HYST	02/09/2021	01:30	Class 2	C	Yes	No	No	No	No	GITTINGER MD, ELIZABETH M	- meters	- Kg	-	-	-	No	-	-	-

### Saving the List for NSHN Submission

When each status displays with a green checkmark, the report is ready to be saved.

**STEP 1:** Click **Save Data for NSHN Upload** at the top of the screen.

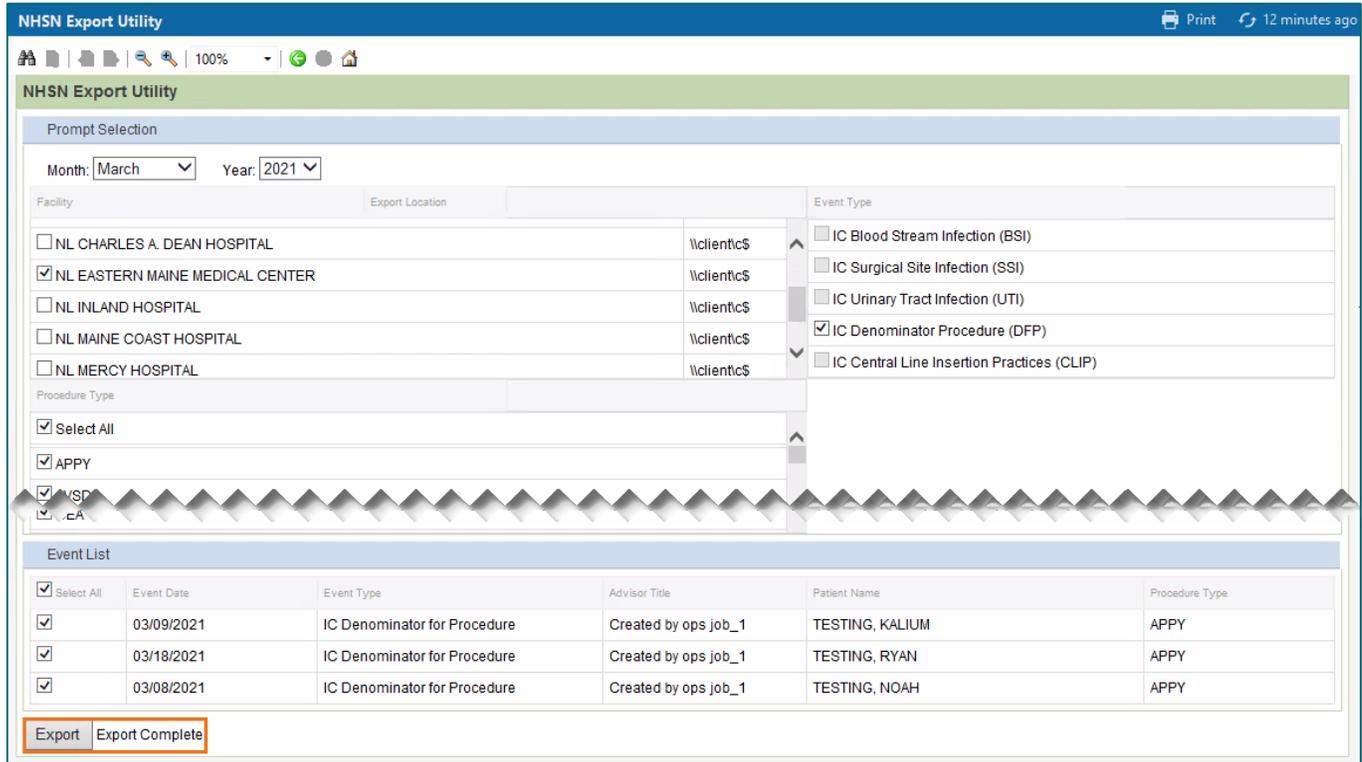
**STEP 2:** Open the **NHSN Export Utility** screen from the toolbar.



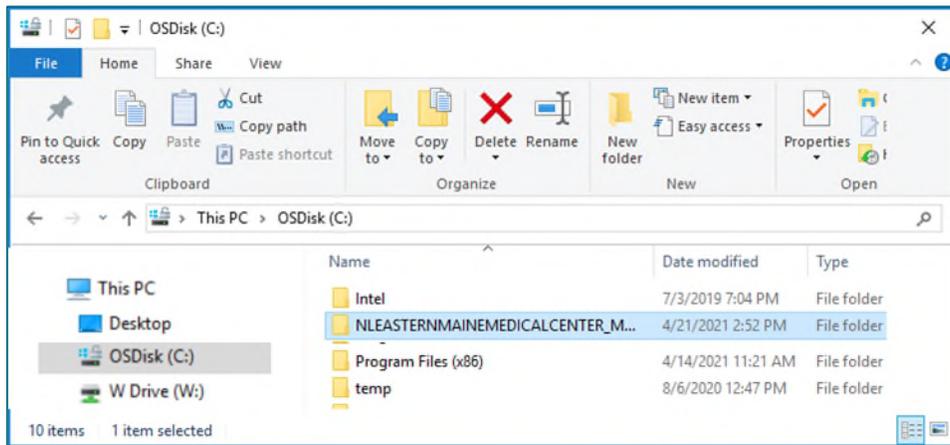
**STEP 3:** Enter the desired **Facility** and **Procedure Types**.

**STEP 4:** Select the **DFP Event Type**. The Event List will populate with appropriate patients.

**STEP 5:** Click **Export**. **Export Complete** will display to indicate the file has been saved to the device.



**STEP 6:** Navigate to the C: on the device and locate the file. Double-click to open the facility folder and display each month's folder. Right-click the desired month and select **Send To: Compressed (zipped) folder**.



**STEP 7:** Follow NSHN submission workflows to upload the report.

For questions regarding process and/or policies, please contact your unit's Clinical Educator. For questions regarding workflow, please [place a ticket](#) to Health Informatics. For any other questions please contact the Customer Support Center at: 207-973-7728 or 1-888-827-7728.