



Public Health
England

Protecting and improving the nation's health

ICU Data Capture System User Manual

Case Capture Denominators

About Public Health England

Public Health England exists to protect and improve the nation's health and wellbeing, and reduce health inequalities. It does this through world-class science, knowledge and intelligence, advocacy, partnerships and the delivery of specialist public health services. PHE is an operationally autonomous executive agency of the Department of Health.

Public Health England

Wellington House

133-155 Waterloo Road

London SE1 8UG

Tel: 020 7654 8000

www.gov.uk/phe

Twitter: [@PHE_uk](https://twitter.com/PHE_uk)

Facebook: www.facebook.com/PublicHealthEngland

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Document History

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Contents

About Public Health England	2
Document History	3
Introduction	5
'Daily Bed Census' Tool	7
Amending and Deleting Denominator Data	8

Introduction

Denominator data allows rates of BSI and CVC-related BSI to be calculated. Participating units are required to submit denominator data from their unit for each month.

Denominator data can be submitted to the ICU DCS in one of two ways:

Monthly Denominator Summary (Mandatory):

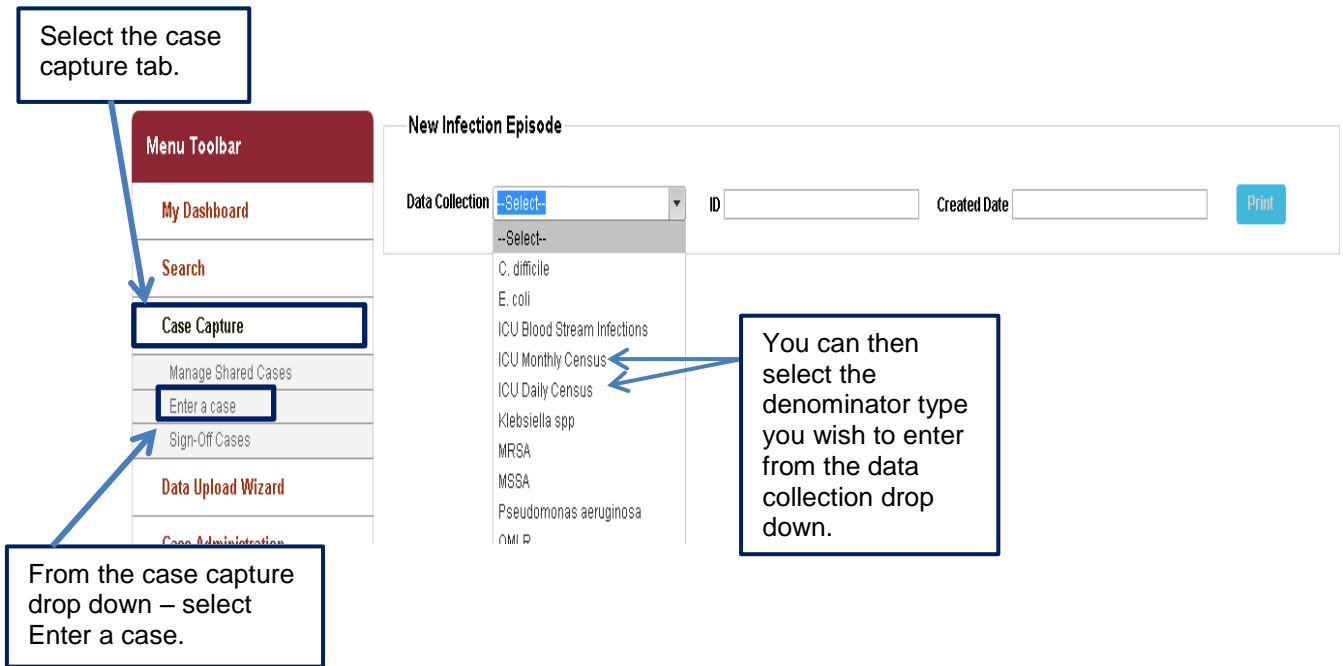
- Entering the aggregate totals summed over all of the beds on the unit for the full month (i.e. monthly at unit level)
- To be completed at the end of every month
- Or can be calculated using the “populated monthly denominator” tab by the ICCQIP DCS from the Daily Bed Census or Month by Day tools

ICU Daily Bed Census (Optional):

- Entering daily counts of each bed on the unit (i.e. daily at patient-level)
- To be completed at the same time every day (preferably at midnight)

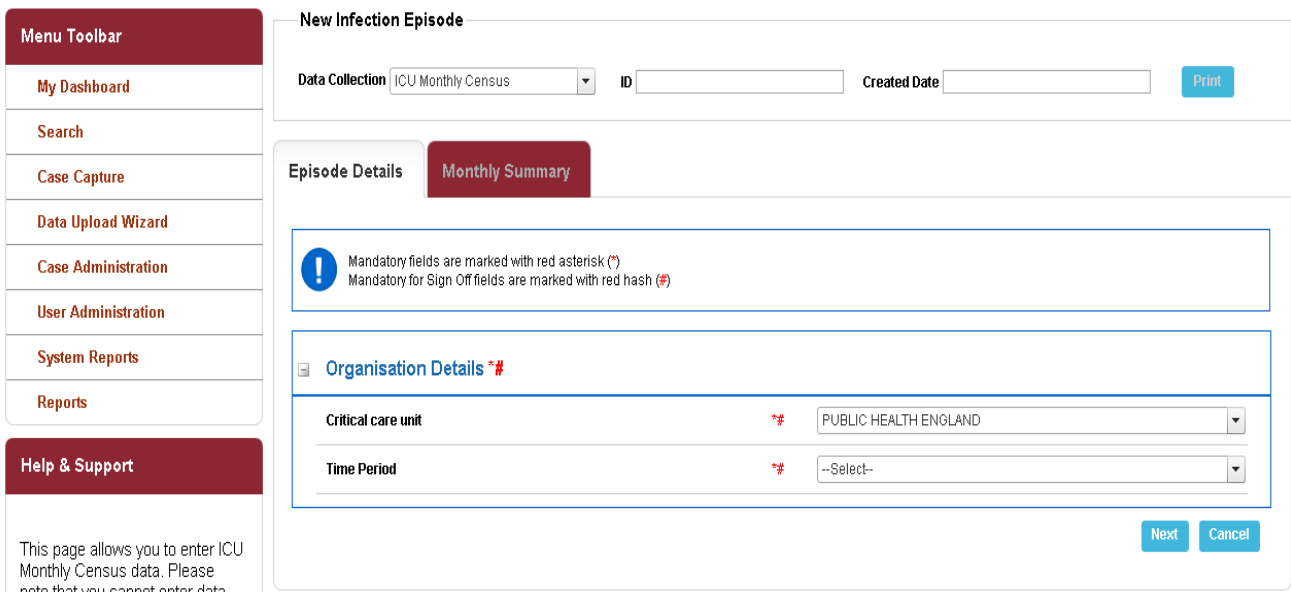
The Denominator options can be accessed via the ‘Case Capture’ tab on the Dashboard screen followed by selecting the type of denominator in the drop down box (Figure 1).

Figure 1: Denominator case capture screen



This will redirect you to the 'Data Collection' screen, where you can select the denominator type you wish to enter (Figure 2).

Figure 2: 'ICU Monthly Census' case capture screen



Initially you will be prompted to enter the 'Critical care unit' (your unit should be listed as the default) and 'Time period' to be entered. After which, by selecting 'Next', the tab will enter on the denominator data page (Figure 3).

Figure 3: ‘Monthly Denominator’ case capture screen

New Infection Episode

Data Collection: ICU Monthly Census | ID: | Created Date: | Print

Episode Details | **Monthly Summary**

! Mandatory fields are marked with red asterisk(*)
Mandatory for Sign Off fields are marked with red hash(#)

Monthly Summary#

Total number of occupied patient days in the unit for the month	#	<input type="text"/>
Total number of CVC days in the unit	#	<input type="text"/>
Total number of occupied patient days in the unit, restricted to include only patients in the unit for >2nights	#	<input type="text"/>
Total number of CVC days in the unit, restricted to include those in patients in the unit for >2nights	#	<input type="text"/>
Total number of blood culture sets taken for the unit	#	<input type="text"/>

Save Cancel

All the fields on this screen are marked as #, denoting mandatory for sign-off. All fields should be completed in this section to allow rates to be calculated.

‘ICU Daily Census’ Tool (formerly ‘Daily Bed Census’ Tool)

The ‘ICU Daily Census Tool’ is an optional denominator tool. It should be carried out at the same time every day, ideally at midnight.

The data collected via this Denominator tool will provide additional information to ICCQIP in terms of detailed denominators (i.e. number of CVC days).

To enter information using this method:

- Select ‘ICU Daily Census’ from the drop down menu (Figure 1) and complete the ‘Critical care unit’ and ‘Time period’ information (Figure 2)
- The ‘ICU Daily Census’ data can then be entered (Figure 4)

Figure 4: 'ICU Daily Census' tool

New Infection Episode

Data Collection ICU Daily Census ID Created Date Print

Episode Details

Daily Census

! Mandatory fields are marked with red asterisk(*)
Mandatory for Sign Off fields are marked with red hash(#)

[-] **Unit Census*#**

How do you wish to enter your denominator data?	* #	Daily Unit Census
Total number of patients in the unit	* #	
Total number of patients in the unit with >= 1 CVC	#	
Number of patients in the unit for >2nights	* #	
Of the number of patients in the unit for >2nights, what number of patients have >=1 CVC	* #	
Total number of blood culture sets taken for all patients in the unit	* #	

Save
Cancel

It is important to note that regardless of the method used to submit denominator data, the only mandatory information required by the surveillance programme are the following monthly totals:

- Total number of patients in the unit
- Total number of patients in the unit for >2 nights
- Of the patients in the unit for >2 nights, the number with ≥ 1 CVC
- Total number of blood culture sets taken

Amending and Deleting Denominator Data

If denominator data is entered in error, the case can be deleted or amended. This needs to be done via the search screen (Figure 5).

Figure 5: Searching for a denominator case

The screenshot shows the 'Search Infection Episodes' interface. On the left is a 'Menu Toolbar' with options: My Dashboard, Search, Case Capture, Data Upload Wizard, Case Administration, User Administration, System Reports, Reports, and Help & Support. The 'Search' option is highlighted. The main search area includes fields for ID, NHS Number, Condition (set to 'ICU Denominators'), First Name (with a 'Partial' checkbox), Specimen Number, Date From, Region (set to '--All--'), Organisation (set to '--All--'), Incomplete for sign-off, and PIR Cases. On the right, there are fields for Surname, Date of Birth, Age (with a '-- Select --' dropdown), Date To, Organisation Type (set to '--All--'), and Shared Cases. A 'Data Collection' dropdown is open, showing options: --All--, ICU Monthly Census, and ICU Daily Census. At the bottom right, there are 'Find' and 'Reset' buttons. Below the search form is a table header with columns: Condition, Data Collection, ID, Data Collection Date, and Region. A message below the table states 'There are no records to display'. Three callout boxes provide instructions: 1. 'Select the search tab to search for the case/denominator month' points to the 'Search' menu item. 2. 'Select 'ICU Denominators' in the condition box' points to the 'Condition' dropdown. 3. 'Select the denominator type, based on how the denominator was entered' points to the 'Data Collection' dropdown. A fourth callout box at the bottom right says 'Once parameters are complete you can hit 'Find'' and points to the 'Find' button.

More parameters can be entered to narrow your search. All the cases meeting these search criteria will be brought up. This case can then be amended or deleted.

To amend a case you would need to click the 'View' option next to the case (Figure 6).

Figure 6: Amending a denominator entry

Select the 'view' option to see the entry.

	<input type="checkbox"/>	Condition	Data Collection	ID	Data Collection Date	Region
		(All)	(All)	(All)		(All)
View	<input type="checkbox"/>	ICU Denominators	ICU Monthly Census	725451	31-Jan-2018	SOUTH OF ENC
View	<input type="checkbox"/>	ICU Denominators	ICU Monthly Census	725452	31-Jan-2018	NORTH OF ENC
View	<input checked="" type="checkbox"/>	ICU Denominators	ICU Monthly Census	725453	31-Jan-2018	NORTH OF ENC
View	<input type="checkbox"/>	ICU Denominators	ICU Monthly Census	725454	31-Jan-2018	MIDLANDS ANC
View	<input type="checkbox"/>	ICU Denominators	ICU Monthly Census	725455	31-Jan-2018	NORTH OF ENC
View	<input type="checkbox"/>	ICU Denominators	ICU Monthly Census	725456	31-Jan-2018	NORTH OF ENC
View	<input type="checkbox"/>	ICU Denominators	ICU Monthly Census	725457	31-Jan-2018	NORTH OF ENC
View	<input type="checkbox"/>	ICU Denominators	ICU Monthly Census	725458	31-Jan-2018	SOUTH OF ENC

Page: 1 of 1 Go Page size: 24 Change Item 1 to 24 of 24

Cancel Delete New Infection Episode

This will allow you to view the existing entry and make any amendments (Figure 7).

Figure 7: Amending denominator data, episode details

Click the 'Monthly Summary' tab to amend denominator values

Manage Infection Episode

Data Collection: ICU Monthly Census ID: 725452 Created Date: 16-Jul-2018 **Print**

Episode Details **Monthly Summary**

! Mandatory fields are marked with red asterisk (*)
Mandatory for Sign Off fields are marked with red hash (#)

Organisation Details *#

Critical care unit *# RBT - CRITICAL CARE UNIT

Time Period *# January 2018

Save Cancel

The time period can be amended on this page. Once completed, clicking 'save' will save the changes.

If amending the raw denominator data, once the 'Monthly Summary' option has been selected, the page will redirect to the denominator page. The fields can then be amended and re-saved with the new values (Figure 8).

Figure 8: Amending denominator data, monthly summary

Monthly Summary

Mandatory fields are marked with red asterisk(*)
Mandatory for Sign Off fields are marked with red hash(#)

Monthly Summary#

Total number of occupied patient days in the unit for the month	*	172
Total number of CVC days in the unit	*	
Total number of occupied patient days in the unit, restricted to include only patients in the unit for >2nights	*	110
Total number of CVC days in the unit, restricted to include those in patients in the unit for >2nights	*	72
Total number of blood culture sets taken for the unit	*	2

Save Cancel

The denominator data can be amended by directly clicking in the box and amending the data. Once changes have been made, these can be saved using the 'Save' option in the bottom right of the page.

Deleting cases can be done from the main search page. Once search details have been entered (Figure 5), the entry can be selected, and the delete option selected (Figure 9).

Figure 9: Deleting a case

Select the case you wish to delete by ticking the box.

	<input type="checkbox"/>	Condition	Data Collection	ID	Data Collection Date	Region
		(All)	(All)	(All)		(All)
View	<input type="checkbox"/>	ICU Denominators	ICU Monthly Census	725451	31-Jan-2018	SOUTH OF ENC
View	<input type="checkbox"/>	ICU Denominators	ICU Monthly Census	725452	31-Jan-2018	NORTH OF ENC
View	<input checked="" type="checkbox"/>	ICU Denominators	ICU Monthly Census	725453	31-Jan-2018	NORTH OF ENC
View	<input type="checkbox"/>	ICU Denominators	ICU Monthly Census	725454	31-Jan-2018	MIDLANDS ANC
View	<input type="checkbox"/>	ICU Denominators	ICU Monthly Census	725455	31-Jan-2018	NORTH OF ENC
View	<input type="checkbox"/>	ICU Denominators	ICU Monthly Census	725456	31-Jan-2018	NORTH OF ENC
View	<input type="checkbox"/>	ICU Denominators	ICU Monthly Census	725457	31-Jan-2018	NORTH OF ENC
View	<input type="checkbox"/>	ICU Denominators	ICU Monthly Census	725458	31-Jan-2018	SOUTH OF ENC

Page: 1 of 1 Go Page size: 24 Change Item 1 to 24 of 24

[Cancel](#) [Delete](#) [New Infection Episode](#)

The delete option will permanently delete a case.