



OFFICE OF THE DIRECTOR

Kate Brown, Governor

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August 17, 2020

Dear Oregon Hospital Administrator:

The Oregon Health Authority (OHA) recognizes the numerous data reporting requests required by hospitals during this COVID-19 pandemic. OHA has been working to find ways to streamline data reporting processes and alleviate the reporting burden on Oregon hospitals.

Vice President Pence in a letter dated March 29, 2020, sent on behalf of the United States Department of Health & Human Services (HHS) and the Federal Emergency Management Agency (FEMA), asked hospitals to report data for epidemiological surveillance and public health decision making in response to COVID-19. OHA worked with its HOSCAP vendor to submit daily reporting on behalf of hospitals in response to this first federal request.

New federal guidance on hospital reporting was issued on July 10, 2020. This new guidance requires data submission to HHS through Teletracking and ends the requirement to submit similar data to the National Healthcare Safety Network (NHSN). This updated federal guidance also changes and expands the data fields required to be submitted by hospitals.

A copy of the guidance, along with more information on the required new fields, is attached here. Please be aware that while these new requirements include reporting of aggregate lab data, Oregon hospitals are already meeting this data requirement through Electronic Laboratory Reporting (ELR) [in accordance with the CDC reporting guidance dated June 4, 2020](#).

This letter affirms OHA's willingness to submit the HHS required data through Teletracking via HOSCAP on behalf of hospitals, similar to the previous process for submitting to NHSN. The data will be submitted daily, unless otherwise directed and required by HHS. By submitting these data on behalf of hospitals, OHA would take responsibility for transmitting hospitals' HHS reporting data, but hospitals would remain responsible for data accuracy and for submitting daily updates into HOSCAP to meet the HHS reporting requirements. If a hospital failed to submit daily updates to HOSCAP, it would need to submit the required information to HHS directly. Hospitals retain responsibility for data being submitted to HHS and will not hold OHA accountable for any problems with reporting via HOSCAP.

We are finishing the programming that will allow hospitals to report these data to HHS through HOSCAP, and we expect to be able to begin that reporting soon.

To participate in this HOSCAP submission process, all hospitals must:

- Enter data for the HHS reporting fields within HOSCAP by 9 am daily.
- Ensure that the data provided is accurate and complete.

Please be aware that HOSCAP data is subject to disclosure under Oregon's Public Records Act. Prior to release of any HOSCAP data that was requested through a public records request, OHA would ensure that no data could be used to identify patients, and any such information would be redacted.

Please complete and sign the agreement on the next page confirming if you wish to have OHA submit data on your hospital's behalf. Submit the completed document to OrESF8.HAN@dhsoha.state.or.us. All hospitals who wish to have OHA submit HHS required fields via HOSCAP must fill out and send back this signed agreement, regardless of whether a hospital is already using HOSCAP for submitting NHSN data.

Once we have received completed hospital agreements, we will send out finalized field definitions, an FAQ and an annotated workflow to assist you with this effort.

We realize these data requests take a significant amount of effort and we are grateful for your hard work and dedication. Thank you for your flexibility and patience as we work through these processes together.

Sincerely,

A handwritten signature in cursive script that reads "Dana Hargunani".

Dana Hargunani MD MPH
Chief Medical Officer



Hospital Agreement to have OHA Submit HHS Reporting Through HOSCAP

Updated guidance from July 10, 2020, sent on behalf of the United States Department of Health & Human Services (HHS), asked hospitals to report data for epidemiological surveillance and public health decision making in response to COVID-19. OHA is willing to submit these hospital capacity, utilization, and resource data to HHS via HOSCAP on behalf of hospitals. By submitting these data on behalf of hospitals, OHA would take responsibility for transmitting hospital HHS reporting, but hospitals would remain responsible for data accuracy and for submitting daily updates into HOSCAP to meet the HHS reporting requirements. Hospitals retain responsibility for data being submitted to HHS and will not hold OHA accountable for any problems with reporting via HOSCAP.

This form confirms you wish to have OHA submit data on your hospital’s behalf. If at any time, your hospital/health system decides to not have OHA submit any longer on your behalf, you must send notification of your intent to take over your reporting to:

OrESF8.HAN@dhsoha.state.or.us

This form must be signed by an individual with legal authority to act on behalf of the hospital or health system.

I, _____ (printed name),

on behalf of _____ (name of hospital or health system),

attest that we wish to have the Oregon Health Authority, through its HOSCAP vendor, submit HHS required bed capacity, utilization, and resource data.

If a health system is submitting this attestation, please list all of the hospitals in the system for which this attestation applies:

I understand our hospital/health system is responsible for data accuracy and for submitting daily updates into HOSCAP to meet the HHS reporting requirements.

(Print Name and Title)

(Date)

(Signature)