Activating the Biovigilance Component

1 To activate the Biovigilance (BV) Component, the Facility Administrator (FADMIN) selects **Facility** then **Add/Edit Component**.

2 On the **Edit Facility Information** screen, the FADMIN checks the **Biovigilance** box.

3 The FADMIN enters the contact information for the BV Primary Contact then clicks **Submit**. **Note:** The BV Primary Contact should be someone who is familiar with the facility's transfusion services. The BV Primary Contact must also be added as a user with **Administrator** rights to the BV Component.

Facility	►	Customize Forms
Group	►	Facility Info
Logout		Add/Edit Component
		Locations

*: 123 Executive Park Drive
2:
3:
*: Atlanta
*: GA - Georgia
County *: DeKalb
Zip Code *: 30323   Zip Code Ext:
Phone *: 555-555-5588   Ext:
Fax:

Facility: Y
Facility type *: HOSP-GEN - General Hospital, including Acute, Trauma, and Teaching
Was this facility operational in the year prior to NHSN enrollment (i.e., last year)? *: ○ YES ○ NO

Status: A - Active
Components Followed

Follow/Followed	Component	Activated	Deactivated
☑	Biovigilance		
☐	Dialysis		

Edit Record

○ Use Existing NHSN User   ○ Create new NHSN User
Existing NHSN User Email: xwt1@cdc.gov

Username*	MISHA
Contact Type	BV - Biovigilance Contact
First Name*	Misha
Last Name*	Baker
Middle Name	
Phone*	404-639-4000 Ext:
Email*	xwt1@cdc.gov

🖫 Submit   ✖ Cancel

National Center for Emerging and Zoonotic Infectious Diseases
Division of Healthcare Quality Promotion

NHSN National Healthcare Safety Network

CDC

4 The FADMIN selects **Users** then **Add**.

5 On the **Edit User** screen, the FADMIN enters the contact information for the BV Primary Contact and clicks **Save**. **Note:** All **new** users must obtain SAMS certification in order to access NHSN.

6 On the **Edit User Rights** screen, the BV Primary Contact must be given **Administrator** rights, which grants them all rights including the ability to add users and share data for the BV Component.

Important Tips:

- The Hemovigilance Module Annual Facility Survey must be completed before data entry can begin.
- Facility locations must be "mapped" to standard CDC location codes. Mapped locations are shared across components; be sure to communicate with other components' primary contacts before adding or editing locations.

If you have any questions please contact nhsn@cdc.gov

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Edit User

Mandatory fields marked with *

Field	Value
User ID *:	MISHA
Prefix:	
First Name *:	Misha
Middle Name:	
Last Name *:	B
Title:	
User Active:	Y - Yes
User Type:	
Phone Number *:	404-639-4000
Fax Number:	
E-mail Address *:	xwt1@cdc.gov

Save | Deactivate | Edit Rights | Effective Rights | Back

Edit User Rights

User ID: **MISHA (ID 298689)**

Facility List: Fac: DHQP Workshop Hospital

Rights	Patient Safety	Biovigilance
Administrator	☑	☑
All Rights	☑	☑
Analyze Data	☐	☐
Add, Edit, Delete	☐	☐
View Data	☐	☐
Customize Rights	☐	☐ Advanced

Effective | Save | Back

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