

Sepsis Protocol Review Survey Frequently Asked Questions

Q: How do I get an HCS account to complete the survey?

A: If you do not have an HCS account, please contact your facility's HCS Coordinator to request an HCS account and to be assigned the "HERDS Survey Reporter" role.

If you do not know who your HCS Coordinator is, you can call the HCS Help Desk at 1-866-529-1890 or email hinhpn@health.ny.gov.

Q: I do not see the survey in the HERDS application. Where can I find it?

A: To access and complete the survey, you must be assigned the "HERDS Survey Reporter" role by your HCS Coordinator.

If you do not know who your HCS Coordinator is, you can call the HCS Help Desk at 1-866-529-1890 or email hinhpn@health.ny.gov.

Q: I was recently assigned the role as HERDS Survey Reporter and will need to complete this survey for my facility. Is there a direct link to the survey?

A: There is no direct link to the survey. Instead, you should be able to access the survey using the instructions that start on slide 10 of this deck:

https://ny.sepsis.ipro.org/files/NYSDOH%20Sepsis%20Protocol%20Review%20Survey%20HERDS%20Webinar%20Slides_FINAL.pdf

Q: Where do I find the CEO/CMO attestation?

A: When you are logged into HERDS, you can access the Sepsis Protocol Review 2023 from the Activity Drop Down list. This will take you to the survey, where a link to download the attestation is available within the survey.

If you are the HERDS Survey Reporter for multiple facilities, you will need to select the PFI/facility you for which you are submitting the survey. This will take you to the survey, where a link to download the attestation is available within the survey.

The attestation requires the signature of the CEO or CMO and must be submitted via email to Sepsis.Clinical.Data@health.ny.gov. Hospital name and PFI should be included in the subject line of the email.

Q: Can I print a copy of the survey?

A: When you are logged into HERDS, you should access the Sepsis Protocol Review 2023 from the Activity Drop Down list. This will take you to the survey, where you can print a PDF copy of the survey by clicking "Blank Form PDF" on the right-hand side of the data entry page of the survey.

If you are the HERDS Survey Reporter for multiple facilities, you will then need to select the PFI/facility you for which you are submitting the survey. This will take you to the survey, where you can print a PDF copy of the survey by clicking "Blank Form PDF" on the right-hand side of the data entry page of the survey.

Q: Does each hospital in a system need to submit a separate survey/attestation?

A: Yes. Every hospital with a unique PFI is required to submit a separate survey and attestation.

Q: Is there a recording of the Training Webinar that took place on Monday Aug 14, 2023?

A: A recording of the NYS Sepsis Protocol Review Survey Training Webinar and a copy of the slides are now available on the IPRO website: <https://ny.sepsis.ipro.org/education>

Q: What is the purpose of the survey and will results of the survey be reported publicly?

A: The purpose of this survey is to assess how hospitals across New York State that report Sepsis Data are currently implementing sepsis protocols and sepsis training requirements in accordance with 10 NYCRR Sections 405.2 and 405.4

Results of the survey will be used only internally by NYSDOH and will not be released publicly.

Any other questions related to the HERDS survey and CEO/CMO attestation form can be directed to the Sepsis Clinical email address : Sepsis.Clinical.Data@health.ny.gov