

VENDOR AND PRODUCT NAME(S)

QUESTIONS TO ASK ABOUT THE TYPES OF PATIENT DATA PROVIDED	ANSWERS – Circle applicable or add others as needed	NOTES, INFO FROM OTHER USERS
Which data and from which systems can it be acquired?	ADT, LIS, Pharmacy, Radiology, Billing, "Charting", Surgery, EE Health records, Other : Can user choose system – Yes, No Can data be edited/deleted prior to feed to AST? Yes, No	
Which labs results?	Microbiology*, Immuno-Serology, Chemistry, Hematology, Urinalysis, Pathology, Reference (send out) tests, Transfusion Medicine, CAP compliant record Glycemic control monitoring *(<i>Bacteriology, Mycology, AFB, Virology, Parasitology</i>)	
Which admission/discharge/transfer data?	Current admission only or, previous admissions, what timeframe? Outpatient visits, ED, other affiliated sites; where Pt admitted from, discharged to, Patient tracking throughout continuum?	
Which demographic data?	Name, MR#, encounter #, DOB, MD Other?	
Which diagnosis data?	None, "Chief complaint", admitting diagnosis, coded: ICD-9, DRG, CPT, Other?	
Which Pharmacy data?	None, Anti-microbials, All Meds, Orders, Dose, Route, Date/Time, Complete Administration data, Start, Stop times, Charges	



INFECTION PREVENTION AND CONTROL SURVEILLANCE TECHNOLOGY ASSESSMENT TOOL

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Which radiology data?	None, Chest XR, other XR, Other imaging Other interventional radiology procedures Summary reports, actual images, who determines search terms	
Which surgery data?	None Scheduling, Procedure, Cut and close time Antibiotic start/stop time, Wound classification, ASA score Sterilization records	
Physician data?	None, Admitting MD, Attending MD, Ordering MD, Consulting MD	
Outpatient visits/sites?	None, Clinic, MD practices, SNF, Rehab Center, Other?	
Non-surgery procedures?	None, GI, Urology, GYN, Burn treatment, Wound care, Respiratory care, other diagnostic and treatment procedures?	
Vitals?	Yes, No	
Chart notes?	None, MD, RN, Other?	

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Devices?	None, Vascular lines, Urinary catheters, Vents? Placement dates, Removal dates?	
Device Days?	None, Automated, manual or both? Patient specific, aggregate or both?	
Patient Days?	None, Automated, Manual or Both? Patient specific, aggregate or both?	
Vaccination status? TB testing status? Exposure work ups?	None, EE, Patient? None, EE, Patient? None, EE, Patient?	
QUESTIONS TO ASK ABOUT THE HOW THE DATA IS SENT FROM YOUR SITE(S) TO THE VENDOR'S SYSTEM?	ANSWERS – Circle applicable or add others as needed	NOTES, INFO FROM OTHER USERS
How is data acquired from hospital systems?	Fully automated, Manual entry, Both? Document explanation of process.	

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QUESTIONS TO ASK ABOUT THE HOW THE DATA IS SENT FROM YOUR SITE(S) TO THE VENDOR'S SYSTEM?	ANSWERS – Circle applicable or add others as needed	NOTES, INFO FROM OTHER USERS
<p>How is data transmitted?</p>	<p>Bi-directional Interface, One direction data feed? Internet used? Middleware used, if so, which? Other:</p>	
<p>When is data transmitted?</p>	<p>Real Time or Batched, if so How often?</p>	
<p>What type of data files (language) will they accept? Which do they prefer? Which can and will your Hospital send?</p>	<p>Flat file tables ASCII HL7 , SNOMED, LOINC, RxNorm Other:</p>	
<p>How are initial data and subsequently sent new data "matched" with data dictionaries in system?</p>	<p>How are system and users informed of changes in data e.g. new lab test, Rx, ICD-9 code, new source feed etc? What do they do to accommodate it?</p>	
<p>Will they accept historical data?</p>	<p>No. If Yes, which systems? ADT, Lab, Radiology, Rx, Others What timeframe of historical data accepted? Will they accept previously collected IC files and convert into system? Yes, No. Be specific about your type of files, amount of data.</p>	
<p>WHERE IS YOUR DATA STORED & WHEN AND WHERE IS IT AVAILABLE TO YOU?</p>	<p>Servers in house, or vendor site, or both? Time frame for data storage: Immediate need? Historical? How long to get historical data restored when requested?</p>	



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<p>WHAT KINDS OF DATA VIEWS ARE AVAILABLE? HOW READILY CAN YOU GET TO SCREENS WITH ANSWERS YOU WANT?</p>	<p>Look at and get prints of all screen types, label in sequence so you can distinguish each type.</p> <p>How many screens to get to patient view? How many to generate routine report?</p> <p>Can you drill into patient views and see "all" data? Over what time? Current encounter? Previous?</p> <p>Can you get an updated line listing of laboratory results? How often?</p>	
<p>WHERE DO YOU HAVE TO BE TO ACCESS THE SYSTEM ?</p>	<p>Office PC, House wide ? Offsite? Both? Wireless devices?</p>	
<p>WHAT EQUIPMENT IS REQUIRED TO ACCESS THE SYSTEM?</p>	<p>Dedicated servers, Office PC's, PDA's, Wireless notebooks, None</p>	
<p>SECURITY – HOW IS DATA KEPT SAFE AND HOW ARE YOU ACCREDITAION AND ORGANIZATIONAL SECURITY REQUIREMENTS MET?</p>	<p>What are their protocols for database security? What kind of Audit trails? How are HIPAA and your unique site requirements met? Do they have security Certifications, ISO 17799? Who does password changes? What variable levels of access exist? Who is accountable for infractions? Other:</p>	

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<p>QUESTIONS TO ASK ABOUT YOUR SURVEILLANCE NEEDS:</p>	<p>ANSWERS – Circle applicable or add others as needed</p>	<p>NOTES, INFO FROM OTHER USERS</p>
<p>HOW ARE SURVEILLANCE STRATEGIES ADDRESSED?</p> <p>REVIEW YOUR INFECTION CONTROL PLAN AND DETAIL EXACTLY WHAT YOU WANT THE SYSTEM TO DO FOR OR MAKE EASIER FOR YOU.</p> <p>Syndromic ? Yes, No</p> <p>Retrospective? How far back? How recent can you start?</p> <p>Real time?</p> <p>Full house?</p> <p>Targeted?</p>	<p>Inpatient location? Outpatient location? Surgery?</p> <p>Other procedure suite locations?</p> <p>ED? Medical Service?</p> <p>Attending MD? Ordering MD?</p> <p>Diagnosis?</p> <p>Device?</p> <p>Organism? Other test results?</p> <p>Specimen type?</p> <p>Antibiotic susceptibility results?</p> <p>Rx therapy?</p> <p>Product use or administration?</p> <p>Other needs and goals:</p> <p>Give specifics to vendor for verification.</p>	

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QUESTIONS TO ASK ABOUT YOUR REPORTING REQUIREMENTS:	ANSWERS – Circle applicable or add others as needed	NOTES, INFO FROM OTHER USERS
Who creates report structures/formats to query the data which you need?	Vendor, User, Both, Varies with report type	
How many types of standardized or ready to use reports are there?	Names and purpose, get example hardcopies.	
How many types of reports can user “create” and generate ad hoc?	Names and purpose, get example hardcopies.	
What kinds of graphics are available?	List types, get example hardcopies.	
What kind of report customization is available?	Yes, No, Included in contract? Or extra cost, How much? What kind of data combinations, graphics available? What frequency can you get? Get example hardcopies.	
Can vendor populating existing report forms or send your data to an internet based reporting system?	e.g. State, County, City, Other: Yes, No.	

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QUESTIONS TO ASK ABOUT YOUR REPORTING REQUIREMENTS:	ANSWERS – Circle applicable or add others as needed	NOTES, INFO FROM OTHER USERS
Can unique patients be tracked by “flagging” or “tagging”?	e.g. DX, Condition of Risk, HAI, CAI, Colonized, resistant organism, Previous Procedure, Implant, Device, Isolation Status, Rx, Medical Service, Other: Is it automatic or manual? Who tags them? Can they be removed – No, Yes, by whom? Automatic (expiration date) removal? or manual removal?	
Will vendor provide Antibigrams? Included or at cost?	Are they pre-defined or customizable: Location, service, organism, drug class, DX, other Frequency of update, multi-site combining, NCCLS compliant (no duplicates) Get example hardcopies.	
Can you get reports on patient Isolation status?	Who? Where? Why? How long? Who to isolate? Who to remove?	
Alerts, Warning notifications	Pre-defined, User Defined, Both Extra cost- Yes, No How transmitted – fax, email, pager, palm devices, For IC needs? For Pharm.D needs? Clinician needs? Organism? Specimen type? Test result? Patient location? Service? MD?	

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QUESTIONS TO ASK ABOUT YOUR REPORTING REQUIREMENTS:	ANSWERS – Circle applicable or add others as needed	NOTES, INFO FROM OTHER USERS
Control Charts	No, Yes: Type, Parameters displayed, UCL? LCL? Trend line? Customizable?	
Addition of free text to reports?	Can you add summary notes to reports?	
Can data be automatically downloaded to other programs?	Yes, Which: No	
Does vendor independently analyze your data, report findings to you?	No, Yes: Who does this? ICP's, Epidemiologists? MD's? Pharm. D's? What frequency? Who reported to? How done? Programmed? Data correlations? What additional info. is provided with analysis? Do they provide insight to cause? Advice on problem solution? Extra cost? How much? Get hard copy examples.	

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QUESTIONS TO ASK ABOUT YOUR REPORTING REQUIREMENTS:	ANSWERS – Circle applicable or add others as needed	NOTES, INFO FROM OTHER USERS
<p>Does vendor provide Anti-microbial Stewardship and Management application?</p>	<p>Management of individual patient therapy? Rx usage rates? Therapy effectiveness (mis-match)? Costs ? Savings? Abnormal lab results, chemistries, drug levels? Adverse event notification? Can it be used for other drug classes? Intervention documentation: vendor defined, user defined? Can they be tracked? Charted? Electronically? Can cost savings be associated with intervention, tracked and reported? Get hardcopy examples</p>	
<p>Benchmarking</p>	<p>All other users? Select peer group? Both? Can user define peer group?</p>	

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QUESTIONS TO ASK ABOUT GETTING SYSTEM UP AND GOING	ANSWERS – Circle applicable or add others as needed	NOTES, INFO FROM OTHER USERS
SYSTEM IMPLEMENTATION	Time frame contract to live date? Phases of process? Written plan? Participation of other dept's? How many vendor staff assigned to your project? Qualifications of vendor staff? Communication during process? Hours of labor required by IT staff, how many IT staff (include all IT systems involved)? Hours of labor required by IC staff? Contract should address delay accountability Other:	
TESTING & VALIDATION	Who does it and how? What actually is validated? How long will it take? Test patients used? All ID lab tests validated (many esoteric ID tests sent out, results may not be entered into your LIS) Who confirmation of process completion?	
INTEGRATION	How will vendor assist to integrate use of system into your daily practice?	
TRAINING	On site? Off site, if so, who gets trained? On line? After add-ons or upgrades? What training materials, resources are provided?	



**INFECTION PREVENTION AND CONTROL
SURVEILLANCE TECHNOLOGY ASSESSMENT TOOL**

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QUESTIONS TO ASK ABOUT ADDITIONAL SERVICES	ANSWERS – Circle applicable or add others as needed	NOTES, INFO FROM OTHER USERS
CUSTOMER SERVICE PROGRAM	Assistance in business case presentation On line support, response time 24 hour/ On call support Guidance in optimizing system for your practice needs Process recommendations / protocols / references Continuing education, User groups	
ASSISTANCE WITH ORGANIZATIONAL PI MEASURES & MONITORS	Documentation of compliance with protocols, bundles, pathways etc.	
ASSISTANCE OF CALCULATION INFECTION RATES	House wide? Ward? Surgical site? MD specific? Procedure specific? Tracked over time? Alert generation? Other?	
COST SAVINGS REPORTS	Infection control labor, intervention savings Cost of infection Rx usage, Rx intervention Patient, location, specific Patient care e.g. procedures prevented, isolation D/C'd Vendor defined, user defined, both Other:	

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QUESTIONS TO ASK ABOUT ADDITIONAL SERVICES	ANSWERS – Circle applicable or add others as needed	NOTES, INFO FROM OTHER USERS
PHYSICIAN DECISION SUPPORT INFECTION DIAGNOSIS, TREATMENT, RX THERAPY RECOMMENDATION?	Intervention documentation: Rx, test orders, MD consults, other? Who reviews practice recommendations? Can organizational or practice specific standards be added?	
QUESTIONS TO ASK ABOUT <i>Infection Prevention and Control practice support and initiatives</i>	ANSWERS – Circle applicable or add others as needed	NOTES, INFO FROM OTHER USERS
HOW WILL THIS SYSTEM HELP YOU VALIDATE INFECTION IN PATIENTS?	Infection confirmation based on which sources? Clinical history? Laboratory data: Micro, Heme, Chem, Path? Radiology? Antimicrobial therapy w/o culture? Negative culture/serology and clinical history? By user or vendor programming/	
HOW CAN THIS SYSTEM HELP YOU IN A CASE CONTROL STUDY?	Can it help you measure impact of change? Can you add information, comments to report formats? Can this additional info be saved?	
PROFESSIONAL REFERENCE OR RESOURCE INFORMATION?	Links or recommendations referenced in system: APIC, SHEA, IDSA, CDC, Other?	

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<p>QUESTIONS TO ASK ABOUT <i>Infection Prevention and Control</i> <i>practice support and initiatives</i></p>	<p>ANSWERS – Circle applicable <i>or add others as needed</i></p>	<p>NOTES, INFO FROM OTHER USERS</p>
<p>WHAT IS THE IMPACT ON IC STAFF AND HOW CAN YOU DOCUMENT IT?</p>	<p>Productivity reports? Interventions documentation? Tracking? Charting? Change in FTE's? Get examples User contact(s), Get complete list.</p>	
<p>WHAT'S REQUIRED FOR SYSTEM MAINTAINENCE?</p>	<p>Who does what When How What happens when your site changes IT system? Who modifies interface to get your data from new system? Costs</p>	
<p>UPGRADES</p>	<p>What upgrades are planned? How will you be informed? What is required of your IT staff?</p>	

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<p>QUESTIONS TO ASK ABOUT ADDITIONAL SERVICES</p>	<p>ANSWERS – Circle applicable or add others as needed</p>	<p>NOTES, INFO FROM OTHER USERS</p>
<p>WHAT IS THE VENDOR'S CLIENT STATUS, STATS?</p>	<p>How many system clients? How many individual hospitals? Total sites?</p> <p>What spectrum of hospitals e.g. % by bed size, community, academic, children's, oncology etc.</p> <p>Growth: How many new clients per year? Current number clients in process? How long will you have to wait for implementation?</p> <p>Typical client contracts: Individual site contracts? Consortium contracts? 3rd party payer affiliation?</p> <p>Request complete client list including hospital type, bed size, IT system vendors, time on system.</p>	
<p>WHAT IF THERE IS A TERMINATION OF BUSINESS?</p>	<p>How do you receive your data?</p>	