

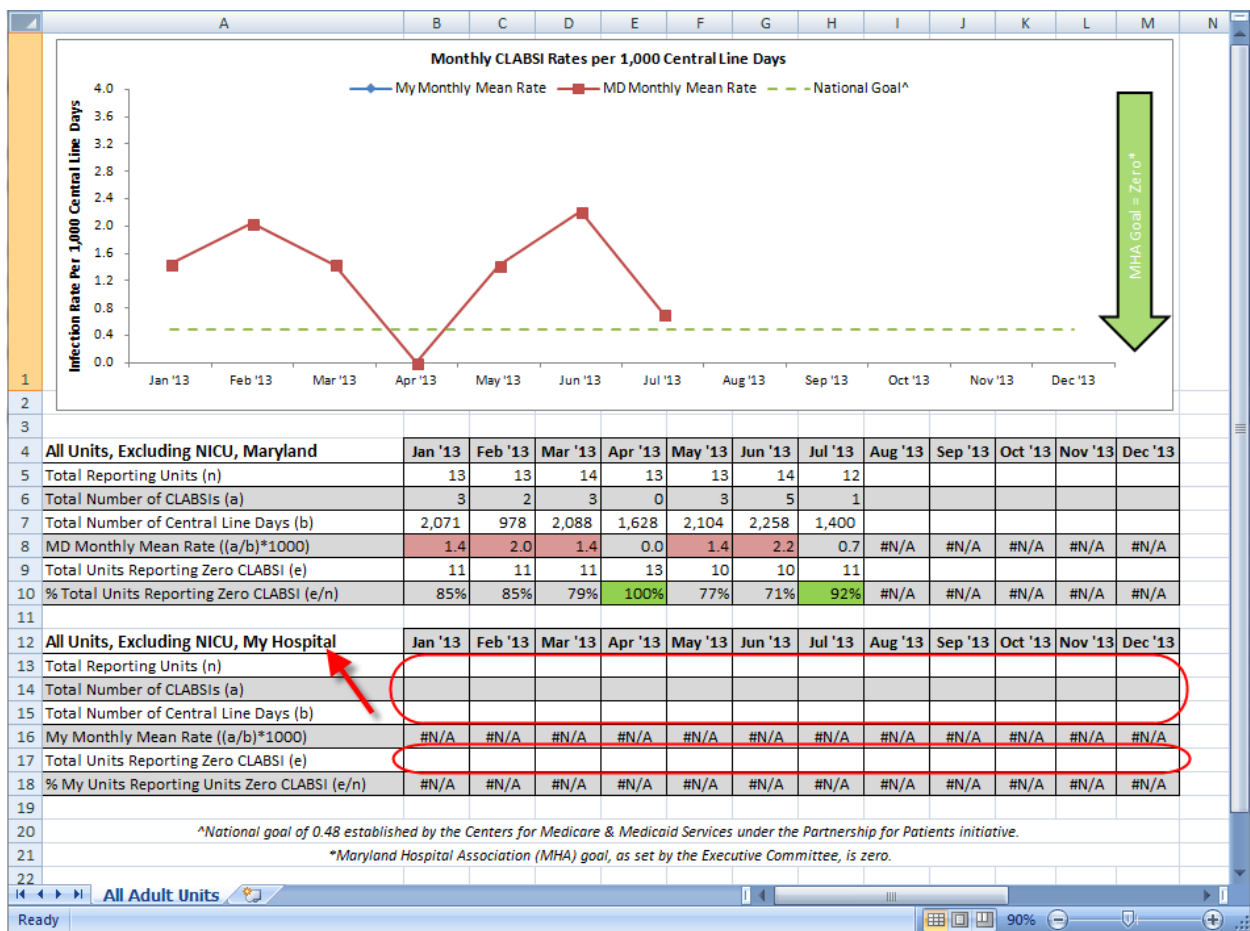
Instructions for updating the **CLABSI Non-NICU Template_hospital.xls** file

Download the template [here](#) and save it to your computer.

Open the file in Excel and enter your hospital Units (Excluding NICU) data into the appropriate cells (see image below)

- Row 13 – Total Reporting Units
- Row 14 - Total Number of CLABSIs
- Row 15 – Total Number of Central Line Days
- Row 17 – Total Units Reporting Zero CLABSIs

The formula will calculate automatically and your hospital's CLABSI rates will be graphed automatically.



You will also want to enter the aggregate data in the first table, where shown below. You can obtain these data each month when you receive the monthly CLABSI (Non-NICU) report from Maryland Hospital Association.

The formulas for aggregate data will calculate automatically and the Maryland rates will be graphed automatically.

All Units, Excluding NICU, Maryland	Jan '13	Feb '13	Mar '13	Apr '13	May '13	Jun '13	Jul '13	Aug '13	Sep '13	Oct '13	Nov '13	Dec '13
Total Reporting Units (n)	13	13	14	13	13	14	12					
Total Number of CLABSIs (a)	3	2	3	0	3	5	1					
Total Number of Central Line Days (b)	2,071	978	2,088	1,628	2,104	2,258	1,400					
MD Monthly Mean Rate ((a/b)*1000)	1.4	2.0	1.4	0.0	1.4	2.2	0.7	#N/A	#N/A	#N/A	#N/A	#N/A
Total Units Reporting Zero CLABSI (e)	11	11	11	13	10	10	11					
% Total Units Reporting Zero CLABSI (e/n)	85%	85%	79%	100%	77%	71%	92%	#N/A	#N/A	#N/A	#N/A	#N/A