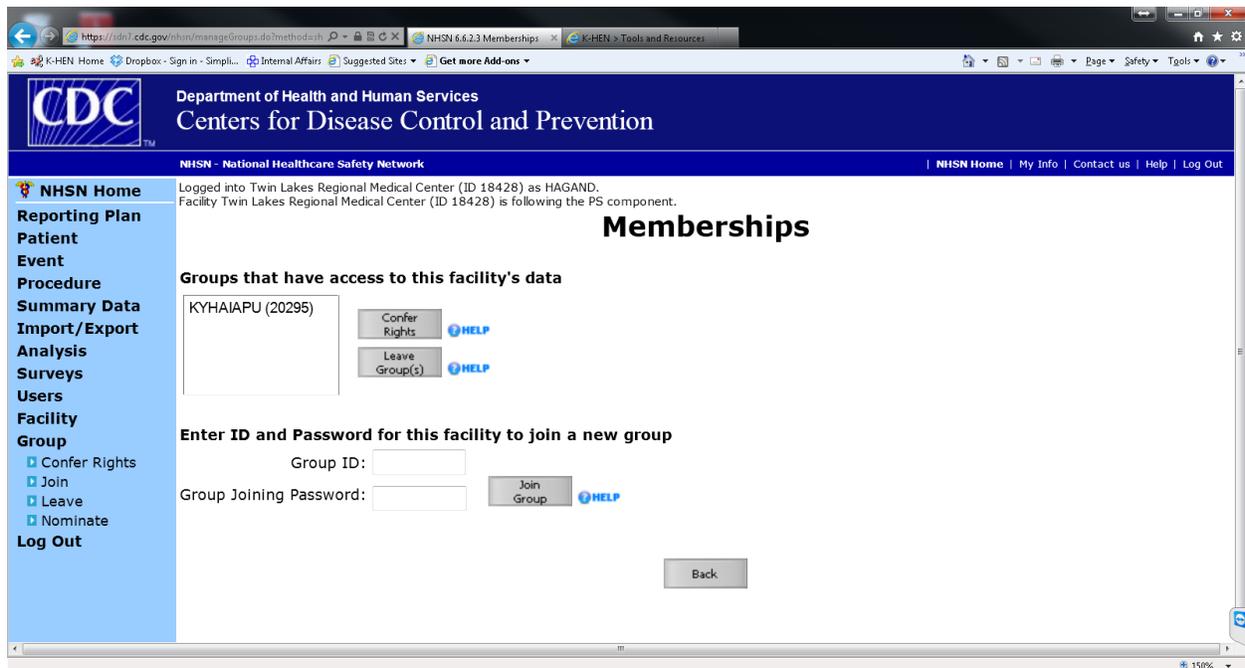


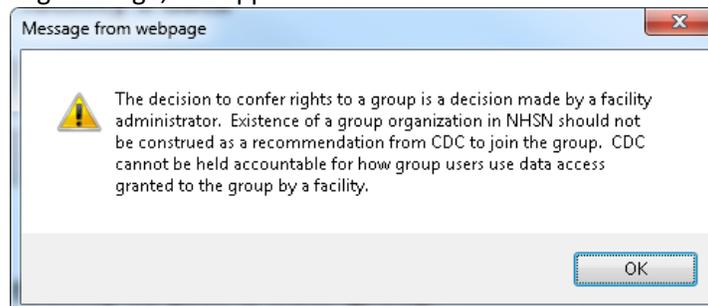
Conferring Rights to KHA Quality Group For NHSN

To confer rights to the KHA Quality Group in NHSN

1. Sign on to NHSN
2. Select 'NHSN Reporting'
3. Select 'Group' on the left hand side of window
 - a. Select 'Confer Rights'

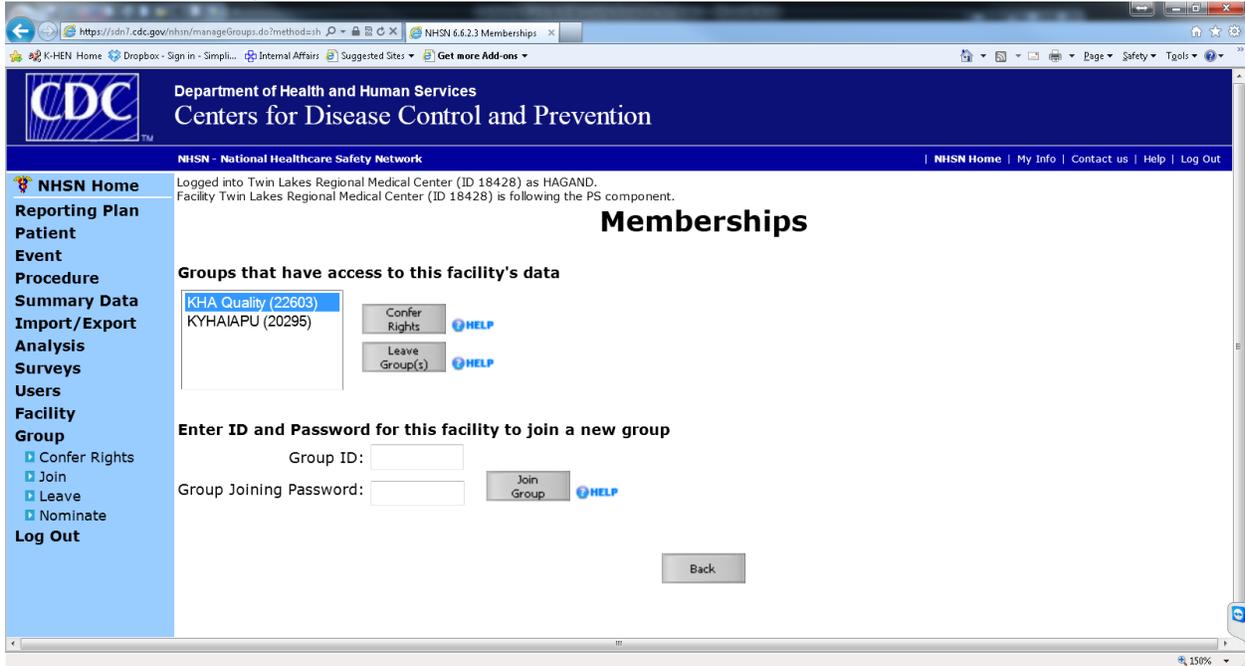


- b. In the group ID field, type: 22603
- c. In the Group Joining Password field, type: KHENRace! (This is case sensitive)
- d. Click 'Join Group' button
- e. A warning message, will appear. Select 'OK'



- f. You will be presented with a page detailing the data access that will be granted to KHA Quality. Scroll to the bottom of the page and click 'Accept'
4. You may choose to leave the group at any time by Selecting 'Group' on the left side of the window

- a. Under 'Groups that have Access', highlight KHA Quality group and click on 'Leave Group(s)'



If you have questions or need assistance, please feel free to contact Dolores Hagan at:

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