



NSSP

National Syndromic
Surveillance Program

BioSense Platform



Introduction to the

Master Facility Table (MFT) Module

Introductions



Roseanne English

Overview of the MFT Module
Release Schedule and Next Steps



Lindsay Brown

MFT Module Details and Functionality
User Acceptance Testing Summary

Agenda

- Master Facility Table (MFT) History
- Overview of MFT Module
- Navigating the MFT
 - MFT Module Details
 - Walkthrough
- Results from User Acceptance Testing
- Release Schedule
- Next Steps
- *Reference: Common-use Scenarios*

MFT History—Past, Present, and Future

- Past
 - Facility information before the advent of the BioSense Platform
- Present
 - MFT Excel templates and manual uploads
- Future
 - Improved accessibility; MFT module is now part of the Access & Management Center (AMC)

Overview

MFT Module Overview

Enables self-service facility metadata updates by site administrators

New AMC Tabs

- **MFT Tab:** allows site administrators to add, review, and modify facility information
- **MFT Review Tab:** allows NSSP Onboarding and ADM teams to review and approve/reject facility updates that affect data processing

New Facility Form

“Facility Information Page”: new form that collects and displays information about facilities

New Data Model and Associated View(s)

New data model and associated view(s) that capture facility information

- Download facility report
- Facility view(s) available in DataMart
- Facility table(s) available in DataMart

Data Migration

All existing facility information will be **migrated** into the MFT module

Navigating the MFT

View Registered Facilities



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MASTER FACILITY TABLE (MFT)

[MFT Quick Start Guide](#)

Use this page to review, modify, or add your facility information. If you would like to add an associated facility, you can do so by viewing/editing the existing primary facility you would like to associate it with.

[Add Primary Facility](#)

Search, View, or Modify a Primary Facility

Site: Review Status: FacilityID_UUID: Facility Name: Facility Type: Facility Status:

Applied filters: Pending OB Approval

View/Edit	Site	Review Status	Facility ID_UUID	Facility Name	Facility Type	Facility Status	C Biosense_Facility ID
View/Edit	AL	Pending OB Approval	JZ_Test5	JZ_Test5	Primary Care	Onboarding	30358
View/Edit	AL	Pending OB Approval	JZ_Test6A	JZ_Test6	Primary Care	Onboarding	30359
View/Edit	AL	Pending OB Approval	M20	M21	Emergency Care	Active	30383
View/Edit	AL	Pending OB Approval	0706E	0706E1	Inpatient Practice Setting	Onboarding	30391
View/Edit	AL	Pending OB Approval	0709Ab	0709Ab	Inpatient Practice Setting	Planned	30397
View/Edit	AL	Pending OB Approval	CatherinesPrimary	CatherinesPrimary	Emergency Care	Onboarding	30403

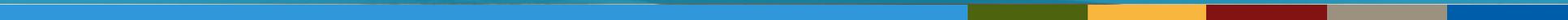
Download Facility Report

EMERGENCY

CLEARANCE 12'

Emergency

Primary Facility



Introduction to Primary Facilities

- A primary facility is designated to represent itself and any associated facilities as a single entity, which ESSENCE can then display in a time-series graph.
- Each primary facility is registered with a unique facility ID UUID value and is assigned a unique C_BioSense_Facility_ID
- Each primary facility contains metadata that influences data processing:
 - Primary facility type → “default patient class” → potentially influences C_Patient_Class
 - Primary facility ID UUID → influences C_Facility_ID and C_Processed_Facility_ID
 - Primary facility C_BioSense_Facility_ID → influences C_BioSense_ID and C_Processed_Biosense_ID
 - Primary facility status determines if records are eligible for processing.



What is a primary facility?

On the BioSense Platform, facility data are processed and mapped to the database *exactly* as received. Such mapping allows for detailed analysis of visits received at the lowest level identified in the incoming message.

A primary facility is one designated to represent itself and any associated facilities as a single entity.

Add a Primary Facility



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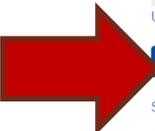
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MASTER FACILITY TABLE (MFT)

[MFT Quick Start Guide](#)

Use this page to review, modify, or add your facility information. If you would like to add an associated facility, you can do so by viewing/editing the existing primary facility you would like to associate it with.



[Add Primary Facility](#)

Search, View, or Modify a Primary Facility

Site	Review Status	FacilityID_UUID	Facility Name	Facility Type	Facility Status		
Select or Type ▼	Pending OB Approval▼	Enter Facility UUID	Enter Facility Name	Select or Type ▼	Select or Type ▼	Filter	Reset

Applied filters: Pending OB Approval

View/Edit	Site	Review Status	Facility ID_UUID	Facility Name	Facility Type	Facility Status	C Biosense_Facility ID
View/Edit	AL	Pending OB Approval	JZ_Test5	JZ_Test5	Primary Care	Onboarding	30358
View/Edit	AL	Pending OB Approval	JZ_Test6A	JZ_Test6	Primary Care	Onboarding	30359
View/Edit	AL	Pending OB Approval	M20	M21	Emergency Care	Active	30383
View/Edit	AL	Pending OB Approval	0706E	0706E1	Inpatient Practice Setting	Onboarding	30391
View/Edit	AL	Pending OB Approval	0709Ab	0709Ab	Inpatient Practice Setting	Planned	30397
View/Edit	AL	Pending OB Approval	CatherinesPrimary	CatherinesPrimary	Emergency Care	Onboarding	30403

Download Facility Report

Facility Information Page

Primary Facility Name & Address

Site: Please select site SiteID:

Primary Facility Name: ESSENCE Facility Name:

Primary Facility Address

Country: UNITED STATES

Street Address:

City:

State:

County: Please Select a County... State_FIPS:

ZIP Code: County_FIPS:

Facility State Region: ESSENCE Region:

Geographic Coordinates (for viewing facility on ESSENCE maps) [Click here to gather coordinates.](#)

Latitude:

Longitude:

Primary Facility Identifiers

Primary FacilityID_UUID: C BioSense Facility ID:

Primary Facility Identifiers

Facility NPI:

Sending Facility ID:

Facility AHA ID (ED only):

Facility Type(s)

Primary Facility Type:

Primary Facility Type: Facility Type Code:

Local Facility type:

Parent Organization: Patient Class Code:

Vendor Information

Vendor Name: Please Select a Vendor Name...

Vendor Software:

Software Version:

Vendor Effective Date:

Submission Details

Feed Name: Please Select a Feed Name...

Facility Data Submission Alerts

Send alert if this facility stops sending data for more than 24 hour(s).

Temporarily disable facility data submission alerts? Yes No

The system will re-enable facility data submission alerts on

Facility Status

Facility Status:

Date Onboarded:

Date Activated:

Date Deactivated:

Date Planned:

Planned date can be an estimate (e.g., June 2020)

Facility Review

Review Reason:

Record Status:

Site Input:

Site Comments:

Onboarding Review

Are all changes to facility information approved? Yes No

Onboarding Comments:

ADM Review

Are all changes to facility information approved? Yes No

ADM Comments:

Version Control

Created By:

Create Date:

Last Modified By:

Last Modified Date:

EMERGENCY / TRAUMA



CHEST PAIN CENTER



Associated Facility

Associated Facilities—New Terminology for Various Use Cases

What we have learned from you!

Original Use Case:

“Enter metadata on the different facility types that ‘one facility’ may support”

- Facility support different facility types/care settings
- Select a primary facility based on facility type
- Enter the other facility types under nonprimary (associated) entries under the same ID

New Use Case:

“Data feed supporting primary care doctor offices located in the same building”

- Sent as “one feed”
- Different Facility IDs are noted for each “doctor office”
- Analysis goal is to:
 - Treat suite of doctor offices as “one facility” with “one time series” in ESSENCE vs. multiple time series (*Same C_Biosense_Facility_ID in ARCHIVE, same hospital in ESSENCE*)
 - Discern and identify “separate doctor offices” that make up “one facility” (*C_Facility_ID, storing your reported ID, can be used in conjunction with the MFT to identify the specific “doctor office” associated with a visit*)

Data Feed Carries:

ID for physician office #1

ID for physician office #2

Etc.

ID for physician office #100

The goal is to view data in ESSENCE under one time-series umbrella vs. over 100 time series

Introduction to Associated Facilities

- Primary facilities may have one or more associated facilities
 - Associated facilities are entered by “editing” an existing primary facility record through the user interface
 - Associated facilities may have the same or different facility ID UUID as the primary facility
 - If the associated facility ID UUID differs from that of the primary, you choose how your data is stored in the Archive Processed table
- Associated facilities include:
 - Additional facility types associated with a primary facility
 - Additional facility ID UUIDs that should be combined with the primary facility under a single C_BioSense_Facility_ID during data processing

Primary Facility

Associated Facility

Associated Facility

Associated Facility

- Associated facilities will **always** have the same C_BioSense_Facility_ID as the primary facility.
- Associated facilities **may** have different C_Facility_ID values if you choose to convert IDs during data processing.

Associated Facilities (continued)

Associated Facility Information

Associated Facility Information

Are there additional facilities you would like to associate with this primary facility?(e.g., different facility types or different facilityID_UUID) Yes No

Warning Adding Associated Facilities disables the ability to save changes to the Primary Facility until all Associated Facilities are reviewed and approved. If you have changes to the Primary Facility that you would like to make, please save them first before adding Associated Facilities.

Copy Primary Facility info

Associated Facility Name

Associated Facility Address

Associated Facility Type

Associated Facility Status

Associated FacilityID_UUID

Convert this Associated FacilityID_UUID to the Primary FacilityID_UUID during data processing to populate C_Facility_ID? Yes No

Add

Associated Facilities Table

C_Biosense_Facility_ID	Input Facility ID	Output Facility ID	Facility Name	Facility Address	Facility Type	ID Converted	Date Added
30410	MyUrgentCare1	MyUrgentCare1	Urgent Care #1	1000 Main Street	Emergency Care	N	07-20-2018
30410	MyUrgentCare2	ExamplePrimaryFacility	Urgent Care #2	1000 Main Street	Emergency Care	Y	

Primary FacilityID_UUID

ExamplePrimaryFacility

Facility Review

The NSSP will review facility additions and updates that affect data processing:

1. Facility Status changes to or from “Active”
2. Feed Name is “unknown”
3. Facility AHA ID is missing for an Emergency Care facility
4. Primary FacilityID_UUID value has changed
5. Associated Facility has been added with an ID that differs from the primary

You can track the status of facilities under review by using the “Review Status” column on the MFT Tab. If updates are not approved, you’ll receive an email notification.

* National Provider Identifier (NPI)

* American Hospital Association (AHA)

Checking Facility Review Status



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[Add Primary Facility](#)

Search, View, or Modify a Primary Facility

Site: Review Status: FacilityID_UUID: Facility Name: Facility Type: Facility Status: [Filter](#) [Reset](#)

View/Edit	Site	Review Status	Facility ID_UUID	Facility Name	Facility Type	Facility Status	C Biosense_Facility ID
View/Edit	AL	Pending Site Review	0717C	0717C	Emergency Care	Not Planned	30405
View/Edit	AL	Pending OB Approval	M20	M21	Emergency Care	Active	30383
View/Edit		Pending OB Approval	JZ_Test6A	JZ_Test6	Primary Care	Onboarding	30359
View/Edit		Pending OB Approval	JZ_Test5	JZ_Test5	Primary Care	Onboarding	30358
View/Edit		Pending OB Approval	CatherinesPrimary	CatherinesPrimary	Emergency Care	Onboarding	30403
View/Edit		Pending OB Approval	0709Ab	0709Ab	Inpatient Practice Setting	Planned	30397
View/Edit	AL	Pending OB Approval	0706E	0706Ef	Inpatient Practice Setting	Onboarding	30391
View/Edit	AL	Pending ADM Approval	0706H	0706Hi	Inpatient Practice Setting	Onboarding	30394
View/Edit	AL	Complete	sdffsdf	sdffsdf	Emergency Care	Not Planned	30389
View/Edit	AL	Complete	M6	M6	Emergency Care	Planned	30357
View/Edit	AL	Complete	M10	M10	Emergency Care	Onboarding	30360
View/Edit	AL	Complete	KDM_20180624	KDM	Emergency Care	Onboarding	30353
View/Edit	AL	Complete	JZ_Test3	JZ_Test3	Primary Care	Onboarding	30356
View/Edit	AL	Complete	JZ_Test2	JZ_Test2	Primary Care	OnBoarding	30355

Download Facility Report

How do I know my facility was successfully submitted?

- Use the MFT Tab to ensure the facility information appears as you expect
 - Download the facility report to view in MS Excel
- Check to make sure the facility appears in ESSENCE (for primary facilities)
 - Staging ESSENCE: Facility Status = Onboarding, Active, Inactive
 - Production ESSENCE: Facility Status = Active, Inactive
- Review facility information in the DataMart Views

DataMart Views

Two views containing facility metadata are available:

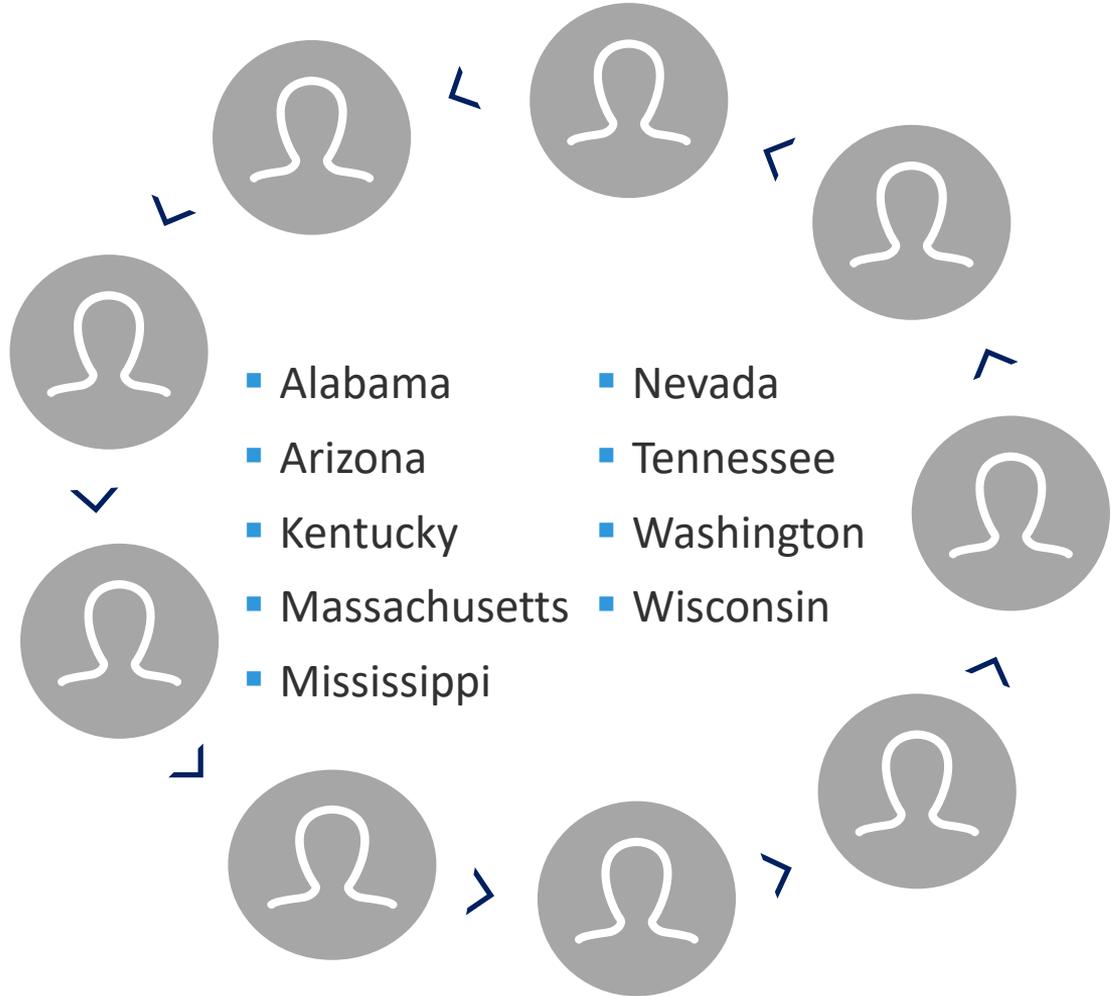
- XX_MFT
 - Contains facility data in a **new format**
 - Same view name, with new columns and some column name changes
 - MFT Data Dictionary is under development
- XX_Operational_Crosswalk
 - Contains facility **crosswalk data**
 - No changes to column changes or view format

Note: Your existing facility data will be converted into the new structure when the MFT module is deployed.

User Acceptance Testing (UAT) Results

UAT Participants

The NSSP Team thanks the nine participating sites for their efforts and assistance during UAT.



Summary

UAT Process

- 9 sites participated
- Evaluated functionality and navigation of MFT and improvements to *MFT Quick Start Guide*
- Provided feedback via online Epi-Info survey and 2 check-in calls

Results

- Conducted common-use cases
- Found MFT easy-to-use, understandable, and intuitive
- Identified functionality enhancements to improve user experience
 1. Make required fields stand out; allow alerts to have a default setting when updating facility information
 2. Explain latitude and longitude format in the *MFT Quick Start Guide*
 3. Allow flexibility in not reporting software or vendor name for planned facilities

Recommendations

- Identify enhancements that can be integrated into this release of the MFT
- Identify and prioritize enhancements for future release(s)

Release Schedule and Next Steps

Release Schedule and Next Steps

- MFT Module release scheduled for **Monday, August 6, 2018**
 - Your existing facility data will be converted and available in the new module
 - You may access the MFT Module using the AMC at the URL:
<https://amc.syndromicsurveillance.org>
- Next Steps
 - Make sure your site administrator accounts are active
 - If necessary, request additional site administrator accounts via the NSSP Service Desk
 - Only site administrators may use the MFT Module

Questions?



Questions?

Visit support.syndromicsurveillance.org.

AMC

Adminer

ESSENCE

RStudio

Data Support

Onboarding & Facility Pla...

Connection & Upload Issues



Request New Site/Facility Planning Information

Request for Onboarding documentation and training materials



Provide / Update Site Contact Information

Provide or modify your site contact information: Site Owner; Feed or Technical Contacts



MFT Questions

Ask questions about the Master Facility Table (MFT) module or facility metadata

For your reference:

Common-use Scenarios

Scenarios Summary

1. Add a Primary Facility (single facility sending under one ID)
2. Edit a Primary Facility (change facility status)
3. Edit a Primary Facility (change FacilityID_UUID)
4. Add Associated Facilities (same FacilityID_UUID for all)
5. Add Associated Facilities

Option #1—Add different FacilityID_UUIDs, **NOT** converted during data processing

Option #2—Add different FacilityID_UUIDs, converted during data processing

Scenario 1: Add a New, Primary Facility

Suppose a site administrator wants to add an emergency department that will be onboarded this winter. How is this done?

1. Log in to the AMC
2. Navigate to the MFT tab
3. Click “Add Primary Facility”
4. Complete the form, setting facility status = onboarding
5. Click save

What happens now?

Scenario 1: Add a New, Primary Facility

Facility Table(s)

C_BioSense_Facility_ID	FacilityID_UUID	Facility_Name	Facility_Status	Facility_Type	Review_Status	Primary_Facility
1	123	New ED	Onboarding	Emergency Care	Complete	Y

Operational Crosswalk

C_BioSense_Facility_ID	Input Facility ID	Output Facility ID	Facility_Status	Default Patient Class
1	123	123	Onboarding	E

Staging ESSENCE

C_BioSense_Facility_ID	Facility Display Name
1	XX-New ED

Production ESSENCE

C_BioSense_Facility_ID	Facility Display Name

Scenario 2: Switch a Facility Status to “Active”

Suppose a site administrator is satisfied with onboarding and testing performed by the new facility. Now there's a need to switch the facility to “Active” so that its data is included in the production data flow. How is this done?

1. Log in to the AMC
2. Navigate to the MFT tab
3. Locate the facility to modify and click “View/Edit”
4. Review/edit the form, setting facility status = Active
5. Click save

What happens now? **A facility review is needed.**

Scenario 2: Switching a Facility Status to “Active”

Facility Table(s)

C_BioSense_Facility_ID	FacilityID_UUID	Facility_Name	Facility_Status	Facility_Type	Review_Status	Primary_Facility
1	123	New ED	Active	Emergency Care	Pending OB Approval	Y

No changes are written to the operational crosswalk or ESSENCE until the facility review workflow is **complete**.

Assuming this record passes the review workflow and is approved...

Operational Crosswalk

C_BioSense_Facility_ID	Input Facility ID	Output Facility ID	Facility_Status	Default Patient Class
1	123	123	Onboarding	E

Staging ESSENCE

C_BioSense_Facility_ID	Facility Display Name
1	XX-New ED

Production ESSENCE

C_BioSense_Facility_ID	Facility Display Name

Scenario 2: Switching a Facility Status to “Active”

Facility Table(s)

C_BioSense_Facility_ID	FacilityID_UUID	Facility_Name	Facility_Status	Facility_Type	Review_Status	Primary_Facility
1	123	New ED	Active	Emergency Care	Complete	Y

Operational Crosswalk

C_BioSense_Facility_ID	Input Facility ID	Output Facility ID	Facility_Status	Default Patient Class
1	123	123	Active	E

Staging ESSENCE

C_BioSense_Facility_ID	Facility Display Name
1	XX-New ED

Production ESSENCE

C_BioSense_Facility_ID	Facility Display Name
1	XX-New ED

Scenario 3: Change FacilityID_UUID

Suppose a site administrator needs to change the FacilityID_UUID of an existing facility that sends production-quality data. How is this done?

1. Log in to the AMC
2. Navigate to the MFT tab
3. Locate the facility to modify and click “View/Edit”
4. Overwrite the value for “Primary FacilityID_UUID”
If the existing value is 12 and the new value is 99, replace the existing value with 99
5. Click save

What happens now? **A facility review is needed, and let's assume this record passes the review process.**

Scenario 3: Change FacilityID_UUID

Facility Table(s)

C_BioSense_Facility_ID	FacilityID_UUID	Facility_Name	Facility_Status	Facility_Type	Review_Status	Primary_Facility
1	99	General Hospital	Active	Emergency Care	Complete	Y

Operational Crosswalk

C_BioSense_Facility_ID	Input Facility ID	Output Facility ID	Facility_Status	Default Patient Class
1	12	99	Active	E
1	99	99	Active	E

Staging ESSENCE

C_BioSense_Facility_ID	Facility Display Name
1	XX-General Hospital

Production ESSENCE

C_BioSense_Facility_ID	Facility Display Name
1	XX-General Hospital

Scenario 4: Add Associated Facilities

(same FacilityID_UUID for all)

Suppose a site administrator wants to include the inpatient care setting tied to an already registered emergency department. For the hospital, both inpatient and emergency care messages are sent with the same facilityID_UUID. How is this done?

1. Log in to the AMC
2. Navigate to the MFT tab
3. Locate the facility to modify and click “View/Edit”
4. In the Associated Facility section, click “Yes” I want to add a new Associated Facility
5. Click “Copy Primary Facility Info”
6. Change Facility Type to “Inpatient” (perhaps change Facility Name and append “Inpatient”)
7. Click save

What happens now?

Scenario 4: Add Associated Facilities (same FacilityID_UUID for all)

Facility Table(s)						
C_BioSense_Facility_ID	FacilityID_UUID	Facility_Name	Facility_Status	Facility_Type	Review_Status	Primary_Facility
1	55	My Hospital	Active	Emergency Care	Complete	Y
1	55	My Hospital – Inpatient	Active	Inpatient	Complete	N

Operational Crosswalk				
C_BioSense_Facility_ID	Input Facility ID	Output Facility ID	Facility_Status	Default Patient Class
1	55	55	Active	E

Staging ESSENCE	
C_BioSense_Facility_ID	Facility Display Name
1	XX-My Hospital

Production ESSENCE	
C_BioSense_Facility_ID	Facility Display Name
1	XX-My Hospital

Scenario 5: Add Associated Facility

(different ID than the primary)

Option #1—Do NOT convert ID

Option #2—Convert ID



Option 1: Add Associated Facility, different ID, NOT converted

Suppose a site administrator wants to add a pediatric emergency department and a “regular” emergency department that share a single physical location. Both report using different facility ID values—but in ESSENCE, both are tracked as a single facility. In the underlying Archive processed data, separating the two for detailed analyses will be useful. How is this done?

1. Register one emergency department as the primary facility (discretionary), and save the record (e.g., [Emergency Department is the Primary Facility that sends with a facilityID_UUID of 29](#))
2. Locate and edit the primary facility record
3. In the Associated Facility section, click “Yes” I want to add a new Associated Facility
4. Click “Copy Primary Facility Info”
5. Change Facility Name to “Pediatric Emergency Department,” modify facility ID value, and make other changes as needed (e.g., [Pediatric Emergency Department is an Associated Facility with Associated FacilityID_UUID of 36](#))
6. Answer “no” to the “convert this ID during data processing” question

What happens now? **A facility review is needed, and let’s assume this record passes the review process.**

Option 1: Add Associated Facility, different ID, NOT converted

Facility Table(s)						
C_BioSense_Facility_ID	FacilityID _ UUID	Facility_Name	Facility_Status	Facility_Type	Review_Statu s	Primary_Facility
4	29	Emergency Department	Active	Emergency Care	Complete	Y
4	36	Pediatric Emergency Department	Active	Emergency Care	Complete	N

Operational Crosswalk				
C_BioSense_Facility_ID	Input Facility ID	Output Facility ID	Facility_Status	Default Patient Class
4	29	29	Active	E
4	36	36	Active	E

Staging ESSENCE	
C_BioSense_Facility_ID	Facility Display Name
4	XX-Emergency Department

Production ESSENCE	
C_BioSense_Facility_ID	Facility Display Name
4	XX-Emergency Department

Option 2: Add Associated Facility, different ID, converted

Suppose a site administrator has a facility that usually sends data under a single ID value. Occasionally, however, a technical glitch lets an old facility ID value come through. The site administrator wants to convert this ID to the correct value in the system but does not need to differentiate these data in the underlying Archive Processed data. How is this done?

1. Register primary facility with ID value *expected* to be sent, and then save the record (e.g., My Facility is the Primary Facility that sends with a facilityID_UUID of 72)
2. Locate and edit the primary facility record
3. In the Associated Facility section, click “Yes” I want to add a new Associated Facility
4. Click “Copy Primary Facility Info”
5. Consider adding a description to the facility name like “My Facility – OLD ID,” and enter the facility ID value to convert and make other changes as needed (e.g., the old ID value is 2279)
6. Answer “yes” to the “convert this ID during data processing” question

What happens now? **A facility review is needed, and let’s assume this record passes the review process.**

Option 2: Add Associated Facility, different ID, converted

Facility Table(s)						
C_BioSense_Facility_ID	FacilityID_UUID	Facility_Name	Facility_Status	Facility_Type	Review_Status	Primary_Facility
6	72	My Facility	Active	Emergency Care	Complete	Y
6	2279	My Facility – OLD ID	Active	Emergency Care	Complete	N

Operational Crosswalk				
C_BioSense_Facility_ID	Input Facility ID	Output Facility ID	Facility_Status	Default Patient Class
6	72	72	Active	E
6	2279	72	Active	E

Staging ESSENCE	
C_BioSense_Facility_ID	Facility Display Name
6	XX-My Facility

Production ESSENCE	
C_BioSense_Facility_ID	Facility Display Name
6	XX-My Facility



For more information, contact CDC
1-800-CDC-INFO (232-4636)
TTY: 1-888-232-6348 www.cdc.gov

The findings and conclusions in this report are those of the authors and do not necessarily represent the official position of the Centers for Disease Control and Prevention.

