

**Vermont Oxford Network  
Procedures for Submitting Data for Infants  
Still Hospitalized  
Birth Year 2009**

For Birth Year 2009 infants who are still hospitalized, use the following guidelines to achieve a Record Status Code of S (Still Hospitalized):

- **If the infant is still in your center and has not been transferred:**  
Complete Items 1 through 44 on the 28 Day and Discharge Forms.  
Leave Items 45 through 57 on the Discharge Form and Transfer and Readmission Form blank.
- **If the infant transferred from your center to another hospital and is still in the “transferred-to” hospital:**  
Complete Items 1 through 52 on the 28 Day, Discharge and Transfer and Readmission Forms.  
Leave Items 53 through 57 on the Transfer and Readmission Form blank.
- **If the infant transferred to another hospital and was transferred again to a third hospital (no readmission):**  
Complete Items 1 through 53 on the 28 Day, Discharge and Transfer and Readmission Forms.  
Centers submitting electronic data should code Items 54 and 55 on the Transfer and Readmission Form as not applicable and leave Items 56 and 57 blank.  
Centers submitting paper forms should leave Items 54 through 57 blank.
- **If the infant transferred from your center to another hospital, was readmitted to your center and is still hospitalized at your center:**  
Complete Items 1 through 53 on the 28 Day, Discharge and Transfer and Readmission Forms.  
Leave Items 54 through 57 on the Transfer and Readmission Form blank.
- **If the infant transfers again following initial transfer from and readmission to your center:**  
Complete Items 1 through 55 on the 28 Day, Discharge and Transfer and Readmission Forms.  
Leave Items 56 and 57 on the Transfer and Readmission Form blank.

**\* Note: A Record Status Code of S (Still Hospitalized) is temporary. The record must be completed to achieve a Record Status Code of C (Correct) when the infant has been discharged Home, Died, or is Still Hospitalized as of First Birthday, whichever comes first.**