



ALLIANCE FOR INNOVATION
ON MATERNAL HEALTH

Hospital Demographics File

Version 2.0

February 2026

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Overview



To access the AIM Data Center, a state or jurisdiction team with a fully executed subaward agreement with JSI Research & Training Institute, Inc., including a data use agreement, must recruit facilities to participate in patient safety bundle implementation and then develop and submit a hospital demographics file.

The AIM hospital demographics file contains facility metadata elements used to create an AIM state or jurisdiction team's dashboard in the AIM Data Center. State and jurisdiction teams submit data on facility characteristics for all facilities participating with their collaborative. The submitted data is used to build out visualizations for state and jurisdiction and facility teams in the AIM Data Center and for ongoing program monitoring and evaluation.

State and jurisdiction teams are encouraged to keep their hospital demographics file as current as possible particularly as state and jurisdiction teams add new participating facilities; facilities stop participating with an AIM state or jurisdiction team; and state and jurisdiction teams begin and complete AIM patient safety bundles (PSBs).

Instructions

Developing a Hospital Demographics File for the First Time

1. Review the hospital demographics file **template** (see **Appendix A**) and collect the necessary data elements. Hospital demographics file data can be collected from a variety of sources, such as your state or jurisdiction’s hospital association, other administrative data sources, or directly from facility teams. The minimum required elements of a hospital demographics include the following:

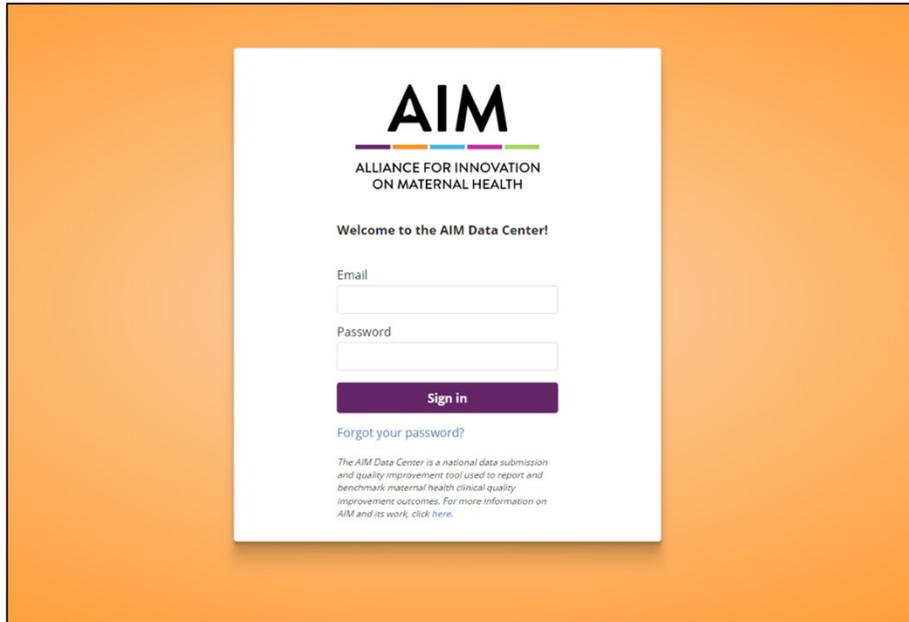
Element	Description
Unique Identifier	Used to submit deidentified data to the AIM Data Center; state-based team is expected to provide this information.
Name of the Facility	Used to build out state administrator views in the AIM Data Center, not viewable by national administrators.
State Facility is Located	Used to identify regional or cross-state collaborations.
Urbanization Level	Whether the facility is in a rural or urban county based on HRSA’s Rural Health Grants Eligibility Analyzer .
The Start Date of Patient Safety Bundle (PSB) Implementation	Use a MM/YYYY format.
participating_hospital	Case sensitive. Whether the hospital participates in any aspect of AIM PSB implementation.
year_participating_hospital	The year in which participating facility information was reported, reviewed, or updated.

2. You are encouraged to upload your state or jurisdiction team's hospital demographics file to the AIM Data Center. If you have questions or want AIM to review a draft, you can email your designated Technical Assistance Specialist. If your state or jurisdiction team would like to submit your hospital demographics file in an alternate way, please contact **info@saferbirth.org**.

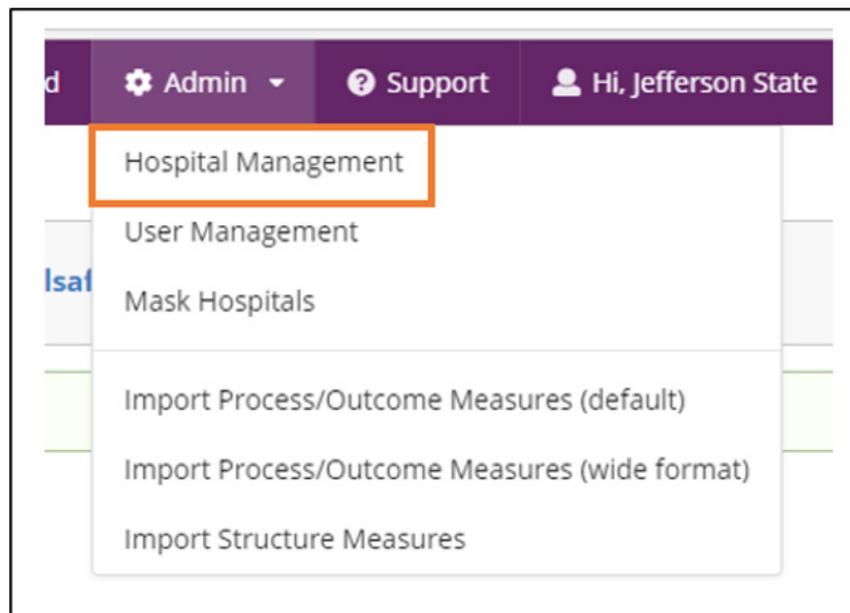
Updating a Pre-Existing Hospital Demographics File:

1. Download your state or jurisdiction team’s most recently submitted hospital demographics file from the AIM Data Center. To access your most recently submitted hospital demographics file:

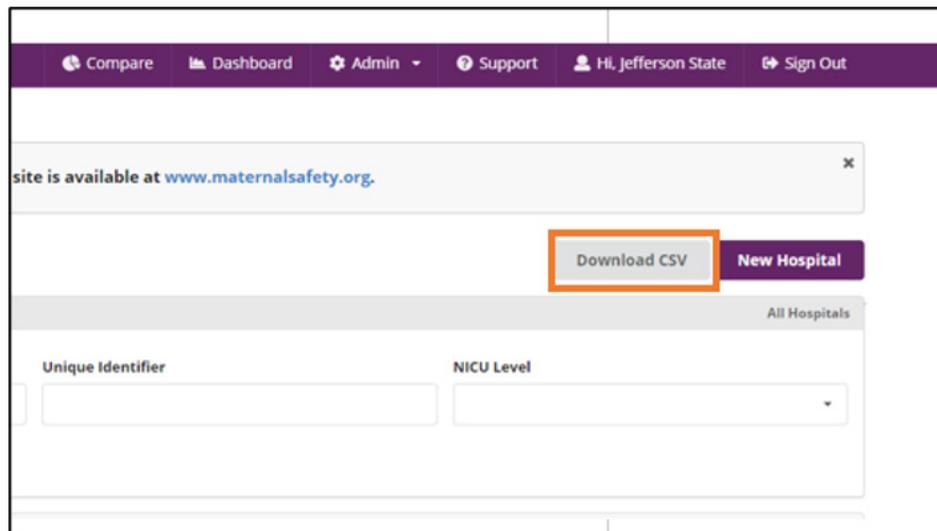
- ▶ Log into the AIM Data Center.



- ▶ Hover over “Admin” and click on “Hospital Management.”



- ▶ Click “Download CSV” to download your state or jurisdiction team’s most recent hospital demographics file.



2. Review the hospital demographics file **template** (see **Appendix A** for details) and review, collect, or update any additional data elements, as necessary.

Updates to the AIM hospital demographics file will ensure that all facility information provided by AIM state and jurisdiction teams is as current as possible for program monitoring and evaluation. Additionally, the updated and additional elements in the hospital demographics file will be used to further build out visualizations and analytic capacity in the AIM Data Center for the benefit of state, jurisdiction, and facility teams.

3. You are encouraged to upload your state or jurisdiction team's hospital demographics file to the AIM Data Center. If you have questions or want AIM to review a draft, you can email your designated Technical Assistance Specialist. If your state or jurisdiction team would like to submit your hospital demographics file in an alternate way, please contact **info@saferbirth.org**.

Appendix A: AIM Hospital Demographics File Elements and Details

Header Text	Accepted Values	Details
hospital_unique_identifier	String value	Required Field. Determined by AIM state teams. Used to upload and deidentify facility-level data in the AIM Data Center.
hospital_name	String value	Required Field. Name of facility. Used to identify facility-level data for state and facility administrators' views in the AIM Data Center.
hospital_state	2-character state abbreviations	Required Field. State in which facility is located. As AIM state teams continue to collaborate with facilities in multiple states, AIM needs better documentation of cross-state collaborations.
hospital_address	String value	Optional field, but highly encouraged. Address of facility. Used for linking facility data to contextual, geocoded data for more robust program evaluation.
CY_annual_delivery_volume*	Integer	The number of delivery hospitalizations that occur annually at the facility. AIM recommends using the facility's SMM denominator to populate this field.
year_delivery_volume	YYYY	Reporting year of CY_annual_delivery_volume. Provides greater context for data shared with AIM for improved program evaluation.
urbanization_level*	Factor. urban, rural	Required Field. Determined via HRSA's Rural Health Grants Eligibility Analyzer .
teaching_hospital	Factor. yes, no	Whether the hospital is a teaching hospital. Used to assess AIM participating facilities' characteristics.
ds_hospital	Factor. yes, no	Whether the hospital is a disproportionate share hospital. Used to assess AIM participating facilities' characteristics.
hospital_type	Factor. county, university, non_profit, for_profit, tribal	Of the characteristics, which is most applicable to the hospital. Used to assess AIM participating facilities' characteristics.
CY_medicaid_percentage*	Integer	Proportion of hospital's delivery hospitalizations billed to Medicaid. Data will be used to construct additional AIM Data Center visualizations for processes and outcomes using Medicaid quartiles.
year_medicaid_percentage	MM/YYYY	Reporting year of CY_medicaid_percentage value. Provides greater context for data shared with AIM for improved program evaluation.

Header Text	Accepted Values	Details
AAP_nicu_level*	Factor. 1, 2, 3, 4	Hospital's actual or approximated AAP NICU level . Note: If your state uses a different NICU level designation system, please try to crosswalk with AAP NICU levels for reporting to AIM. AIM is willing to assist, as well.
maternal_care_level*	Factor. BC, 1, 2, 3, 4	Actual or approximated level of maternal care using standardized definitions or CDC LOCATE . Provided data will be used to build out additional visualizations in the AIM Data Center. Note: If state uses a different LoMC designation system, try to crosswalk with standardized definitions linked above for reporting to AIM. AIM is willing to assist, as well.
participating_hospital*	Factor. yes, no, closed	Required Field. Whether the hospital participates in any aspect of AIM PSB implementation. If hospital or its OB department closed, please mark as closed.
year_participating_hospital	MM/YYYY	Required Field. Year in which participating facility information was reported. To improve the quality of AIM's contextual data for evaluation and reporting, AIM state teams will be expected to review participating facility information more regularly.
HTN_start_date*	MM/YYYY	Required if implementing HTN PSB. Provide the approximate month and year hospital began HTN PSB implementation. This may better reflect some AIM state teams' continuous enrollment and/or cohort-based enrollment models for PSB implementation. Information will be used to improve Bundle Submission Status percentages in the AIM Data Center and for improved program evaluation.
HTN_end_date*	MM/YYYY	Required if AIM state team indicated HTN PSB is complete, hospital stopped participating, or hospital closed. Provide the approximate month and year hospital stopped HTN PSB implementation. Information will be used to improve Bundle Submission Status percentages in the AIM Data Center and for improved program evaluation.

Header Text	Accepted Values	Details
HEM_start_date*	MM/YYYY	Required if implementing HEM PSB. Provide the approximate month and year hospital began HEM PSB implementation. This may better reflect some AIM state teams' continuous enrollment and/or cohort-based enrollment models for PSB implementation. Information will be used to improve Bundle Submission Status percentages in the AIM Data Center and for improved program evaluation.
HEM_end_date*	MM/YYYY	Required if AIM state team indicated HEM PSB is complete, hospital stopped participating, or hospital closed. Provide the approximate month and year hospital stopped HEM PSB implementation. Information will be used to improve Bundle Submission Status percentages in the AIM Data Center and for improved program evaluation.
CS_start_date*	MM/YYYY	Required if implementing CS PSB. Provide the approximate month and year hospital began CS PSB implementation. This may better reflect some AIM state teams' continuous enrollment and/or cohort-based enrollment models for PSB implementation. Information will be used to improve Bundle Submission Status percentages in the AIM Data Center and for improved program evaluation.
CS_end_date*	MM/YYYY	Required if AIM state team indicated CS PSB is complete, hospital stopped participating, or hospital closed. Provide the approximate month and year hospital stopped CS PSB implementation. Information will be used to improve Bundle Submission Status percentages in the AIM Data Center and for improved program evaluation.
CPPSUD_start_date*	MM/YYYY	Required if implementing CPPSUD PSB: Provide the approximate month and year hospital began CPPSUD PSB implementation. This may better reflect some AIM state teams' continuous enrollment and/or cohort-based enrollment models for PSB implementation. Information will be used to improve Bundle Submission Status percentages in the AIM Data Center and for improved program evaluation.
CPPSUD_end_date*	MM/YYYY	Required if AIM state team indicated CPPSUD PSB is complete, hospital stopped participating, or hospital closed. Provide the approximate month and year hospital stopped CPPSUD PSB implementation. Information will be used to improve Bundle Submission Status percentages in the AIM Data Center and for improved program evaluation.

Header Text	Accepted Values	Details
PPDT_start_date*	MM/YYYY	Required if implementing PPDT PSB: Provide the approximate month and year hospital began PPDT PSB implementation. This may better reflect some AIM state teams' continuous enrollment and/or cohort-based enrollment models for PSB implementation. Information will be used to improve Bundle Submission Status percentages in the AIM Data Center and for improved program evaluation.
PPDT_end_date*	MM/YYYY	Required if AIM state team indicated PPDT PSB is complete, hospital stopped participating, or hospital closed. Provide the approximate month and year hospital stopped PPDT PSB implementation. Information will be used to improve Bundle Submission Status percentages in the AIM Data Center and for improved program evaluation.
CCOC_start_date	MM/YYYY	Required if implementing CCOC PSB: Provide the approximate month and year hospital began CCOC PSB implementation. This may better reflect some AIM state teams' continuous enrollment and/or cohort-based enrollment models for PSB implementation. Information will be used to improve Bundle Submission Status percentages in the AIM Data Center and for improved program evaluation.
CCOC_end_date	MM/YYYY	Required if AIM state team indicated CCOC PSB is complete, hospital stopped participating, or hospital closed. Provide the approximate month and year hospital stopped CCOC PSB implementation. Information will be used to improve Bundle Submission Status percentages in the AIM Data Center and for improved program evaluation.
SOC_start_date	MM/YYYY	Required if implementing SOC PSB: Provide the approximate month and year hospital began SOC PSB implementation. This may better reflect some AIM state teams' continuous enrollment and/or cohort-based enrollment models for PSB implementation. Information will be used to improve Bundle Submission Status percentages in the AIM Data Center and for improved program evaluation.
SOC_end_date	MM/YYYY	Required if AIM state team indicated SOC PSB is complete, hospital stopped participating, or hospital closed. Provide the approximate month and year hospital stopped SOC PSB implementation. Information will be used to improve Bundle Submission Status percentages in the AIM Data Center and for improved program evaluation.

Header Text	Accepted Values	Details
first_name	String value	First name of facility staff your state team would like invited to the AIM Data Center on your behalf.
last_name	String value	Last name of facility staff your state team would like invited to the AIM Data Center on your behalf.
email	String value	Email of facility staff your state team would like invited to the AIM Data Center on your behalf.

*These elements will be used to develop visualizations for state and facility teams in the AIM Data Center.

Appendix B: Frequently Asked Questions

1. Where may my state or jurisdiction team find the data requested for the hospital demographics file?

This information can be collected from a variety of sources, such as your state or jurisdiction's hospital association, other administrative data sources, directly from facility teams, etc.

2. My state or jurisdiction team does not want some of the hospital demographics file elements used to create visualizations in the AIM Data Center. Should I still report these elements?

AIM understands that elements of the hospital demographics file which are used to build comparative visualizations in the AIM Data Center may cause facilities to be potentially identifiable to those participating in your collaborative. However, we recommend you report facility information from all elements in the hospital demographics file, as possible. Reported information will help AIM build out further visualizations in the Data Center so that facility teams can benchmark their data against similar facilities regionally and nationally.

When submitting your updated hospital demographics file to AIM, your state or jurisdiction team will be asked which hospital demographics file elements your team wants visualizations developed and displayed to facility teams. Any unselected hospital demographics file elements will not be viewable to facility teams participating in your collaborative.

3. Does my state or jurisdiction team have to report all elements in the AIM hospital demographics file?

We strongly encourage that you report on all elements in the AIM hospital demographics file, but at minimum AIM requires the following:

Element	Description
Unique Identifier	Used to submit deidentified data to the AIM Data Center; state-based team is expected to provide this information.
Name of the Facility	Used to build out state administrator views in the AIM Data Center, not viewable by national administrators.
State Facility is Located	Used to identify regional or cross-state collaborations.
Urbanization Level	Whether the facility is in a rural or urban county based on HRSA's Rural Health Grants Eligibility Analyzer .

Element	Description
The Start Date of Patient Safety Bundle (PSB) Implementation	Use a MM/YYYY format.
participating_hospital	Case sensitive. Whether the hospital participates in any aspect of AIM PSB implementation.
year_participating_hospital	The year in which participating facility information was reported, reviewed, or updated.

4. How should I report facilities that have closed or stopped participating since my state or jurisdiction team last updated our hospital demographics file?

Please mark facilities that have closed or stopped participating since your state or jurisdiction team last updated your hospital demographics as “Closed” or “Not Participating”, respectively. Please do not delete these originally reported facilities as you update your hospital demographics file. This will effectively delete all their data from the AIM Data Center.

If you have any additional questions, please contact the AIM Data Center Team at info@saferbirth.org for further assistance.