

Q&A Summary for RSR the Basics, 11/06/2013

#	Questions	Answers
1	Will the slides from this webcast be available to participants?	Yes. All slides and an audio/video recording of this presentation will be on the TARGET website in about a week on the Webinar and Call Archives page.
2	Where is the RSR "system"?	Grantees login through the EHBs. There are instructions for how to do that in the RSR Instruction Manual. Providers login directly to the web system; they do not go through the EHBs. There is a link and information in the RSR Instruction Manual .
3	Where can we find the instruction manual?	The RSR Instruction Manual can be found on the HAB website or the TARGET Center website . Type "RSR Instruction Manual" in the search box and it will take you to the webpage where you can download the manual.
4	What resource is the best resource to attain answers when you may have questions or concerns one is experiencing about the RSR?	For more information about who to contact, see the RSR Data TA Brochure on TARGET or the contact slide at the end of this presentation.
5	What was the care website again? I was unable to write it down completely.	As a shortcut, enter "TARGET HAB RSR" into your search engine and this should take you to the TARGET Center website at http://www.careacttarget.org .
6	What is the DART Team?	<p>The DART team, or Data and Reporting TA Team, is one of several organizations funded by HAB to provide technical assistance to grantees related to the RSR, along with Ryan White Data Support, the HRSA Contact Center, the CAREWare Help Desk, and your HAB Project Officer for program-related questions.</p> <p>The DART team can help you with complex data quality issues, including using T-REX and X-ERT, and tips for choosing the data system that works for you.</p>
7	What does HAB stand for and what does TARGET stand for?	<p>HAB is the HIV/AIDS Bureau of the Health Resources Services Administration (HRSA) which administers the Ryan White HIV/AIDS program.</p> <p>TARGET stands for Technical Assistance Resources, Guidance, Education & Training.</p>

Q&A Summary for RSR the Basics, 11/06/2013

8	<p>The RSR training in September mentioned several changes (e.g. FPL and insurance groupings) that aren't represented in the 2013 Instruction Manual (updated July 15, 2013). When will an updated Manual and Schema be released?</p>	<p>The changes described at the data training in September, and on the webcasts on 9/4 and 9/25, will take effect in 2014 and do not affect data for the 2013 RSR. You can find this and many other webcasts archived on the TARGET Center website. The 2013 RSR reporting timeline, as well as many other RSR resources, can be found on the HAB website at http://hab.hrsa.gov/manageyourgrant/clientleveldata.html</p>
9	<p>Can you give an example of what the actual RSR report looks like?</p>	<p>The RSR Instruction Manual contains screenshots of sample RSR reports.</p>
10	<p>I printed the sample Grantee and Provider reports from previous years. Can I assume these have not changed? I could not find versions of these posted on Target center.</p>	<p>Always refer to the latest RSR Instruction Manual which contains screenshots of sample RSR reports. Anything new is highlighted in yellow. The most recent RSR Instruction Manual is dated July 15th, 2013.</p>
11	<p>Is there a future presentation for learning how to utilize the T-REX or X-ERT?</p>	<p>Yes, the webcast on November 20, 2013 included information about when to use T-REX or X-ERT.</p> <p>You may refer to previous presentations and resources about using T-REX and X-ERT on the RSR topics page of the TARGET Center website.</p>
12	<p>When you close out a client in January 2013, the client information does not come up. Why not?</p> <p>For example, when doing the RSR, I have 45 clients seen for the year, but only 36 come up with the information. It's the clients that I have closed in that year that I am reporting. I had to keep on going back and looking, and it was always a problem with the cases that were closed that year that were missing.</p>	<p>Many factors can influence data extraction from your system. This is a question that should be managed one-on-one. Please contact Data Support for further assistance.</p>
13	<p>Do you know when you will be posting the new alerts, errors and warnings for the 2013 import and the 2014 import?</p>	<p>The 2013 RSR validations were discussed on the November 13, 2013 webcast, and will be posted to the TARGET Center.</p> <p>The new alerts and errors for the 2014 RSR are not yet available, but when they are, these will be posted to the TARGET Center website.</p>

Q&A Summary for RSR the Basics, 11/06/2013

14	<p>Will there be a webinar on how to submit an RSR? Or do we only have the instruction manual?</p>	<p>You have both. There are a series of webcasts, data training presentations and other resources available from the RSR topics page of the TARGET Center website.</p> <p>There is also a series of webcasts on the RSR this fall, so keep an eye out for these on the Events tab of the TARGET Center.</p>
15	<p>Mention was made of a webinar next week.</p> <p>What will be the subject of that and future webinars be?</p> <p>When is the presentation next week?</p>	<p>DART webcasts are usually held from 2:00pm-3:00pm ET on Wednesdays.</p> <p>The webcast schedule is available from the TARGET Center website.</p> <p>Next week's webinar will focus on the RSR Instruction Manual and validations, and what's changed for 2013.</p>
16	<p>Does X-ERT work with other software data programs - i.e., ARIES and AIRS?</p>	<p>X-ERT can be used with any system that creates the client-level XML data file, such as ARIES or AIRS.</p> <p>Please refer to the archived webcast on using X-ERT.</p> <p>Note that your data system may have some built-in quality checks that are similar to X-ERT. Check with your data system point of contact. A list of data system vendor contacts for RSR-Ready systems is posted to the TARGET Center website.</p>
17	<p>How do you do this report from eShare?</p>	<p>Please contact the helpdesk for eShare. A list of data system vendor contacts for RSR-Ready systems is posted to the TARGET Center website.</p>
18	<p>If we are extracting data from multiple systems/sources will you be able to submit more than one XML file for each contract?</p>	<p>It depends. Providers must upload an XML file for all the Ryan White services they provide unless an exception is granted for the Grantee to do so. Please contact Data Support with specific questions.</p> <p>The RSR In Focus on Merge Rules is also available from the TARGET Center website.</p>

Q&A Summary for RSR the Basics, 11/06/2013

19	How long do we have to complete the RSR as providers?	<p>The RSR submission timeline for grantees and providers is available from the TARGET Center.</p> <p>In summary, the RSR web system opens for Grantees on December 2nd, and for providers on January 6th. The target submission deadline for all RSR provider reports and client-level data is March 10. The last day grantees may return the Provider Report and client-level data to providers for corrections or changes is March 24th.</p> <p>All RSRs must be in “submitted” status by 6:00pm ET on March 31, 2014 (the last Monday in March).</p>
20	How soon can we submit the RSR report? I am a provider.	<p>Providers can start their report on January 6. The Provider report can be submitted any time after that as long as the Grantee report is “submitted.” Please see the RSR page on the HAB website for the reporting timeline http://hab.hrsa.gov/manageyourgrant/clientleveldata.html</p>
21	Will we be reminded about the submission deadlines?	<p>You will receive an email reminder about the reporting deadline as the deadline approaches.</p>
22	I am a new employee and I don't believe I am on an email list - as a provider agency will my grantee send those out?	<p>Reach out to your grantee to make contact and make sure they are keeping you informed.</p>
23	How is RSR different from NCC Progress Report?	<p>These are very different. The non-competing continuation application (NCC) relates to receiving your grant award. The Ryan White Services Report (RSR) is a report on the services provided as part of your grant.</p>
24	Will the 2013 Provider Reports be pre-populated with data from the 2012 RSR?	<p>The contract list from the previous year will pre-populate in the Grantee Report. The Provider Address and Contact Information will pre-populate in the Provider Report. Be sure to check these data for accuracy. Contact Data Support with any questions.</p>