

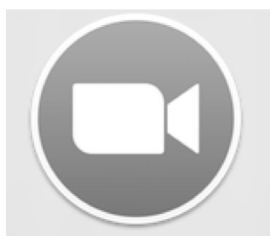


# Ryan White HIV/AIDS Program Services Report (RSR) Cross-Part TA Webinar

*Indiana State Department of Health and Marion County Public  
Health Department*

*December 17, 2019*

*11:00 am – 12:00 pm*



# zoom

- Please enter the agency name and list all participants in the "chat" room

### Helpful Hints

- Press esc to exit full screen
- Hover over the top to change "view" options
- Place yourselves on "mute" until you're ready to pose a question or make a comment
- Use the "chat" room to pose questions and make comments
- Meeting will be recorded and available for sharing after the meeting



# Agenda

- ISDH and MCPHD Collaboration
- Review of Key Terms
- Ryan White HIV/AIDS Program Services Report (RSR) Overview
- Timeline and Expectations
- Next Steps
- Q & A



## ISDH and MCPHD Collaboration

- New this year!
  - ISDH and MCPHD are coordinating all RSR activities
- What does that mean for providers?
  - A standardized process for completing the RSR
  - A common timeline clearly outlining expectations of funded agencies
  - Clear and consistent communication regardless of how agencies are funded
  - Fewer provider resources needed by coordinating with single points of contact at agencies
  - Shared technical assistance resources

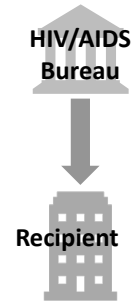


## Review of Key Terms



# Recipient

- Receives a grant directly from the HIV/AIDS Bureau (HAB)
- May provide RWHAP-funded services
- May contract with another agency to provide RWHAP-funded services
- Both ISDH and MCPHD are recipients



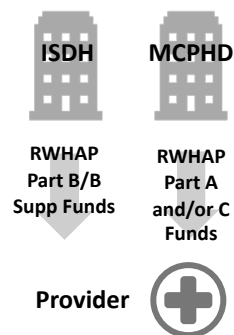
# Provider

- May deliver:
  - Core medical or support services to clients
  - Administrative and technical services to the recipient of record
  - HIV counseling and testing services
- Funded by:
  - Subcontract from a HAB recipient, and/or
  - Direct HAB grant recipient
- Everyone on the call today is a provider



## Multiply Funded Provider

- Receives funding under more than one RWHAP Part by a single recipient
- Receives funding under more than one RWHAP Part by more than one recipient
- Receives funding under one RWHAP Part by more than one recipient



## ISDH RSR 2019 Agencies

- AIDS Ministries/AIDS Assist
- AIDS Resource Group
- Aspire
- Community Health Network Foundation
- Damien Cares
- The Damien Center
- Eskenazi Health Services
- IU Health Bloomington - Positive Link
- IU Health Methodist LifeCare Program
- Matthew 25
- Meals on Wheels
- NE Indiana Positive Resource Connection
- Step Up
- Volunteers of America



## MCPHD RSR 2019 Agencies

- Brothers United
- Community Health Network Foundation
- Concord
- Damien Cares
- The Damien Center
- Eskenazi Health Services
- Eskenazi Health Midtown
- IU Health Methodist Lifecare
- MCPHD Substance Use Outreach Services
- Meals on Wheels
- Minority Health Coalition of Marion County
- Shalom Health Care Center
- Step Up
- Women in Motion



# RSR Overview



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## What is the RSR?

- A client-level report documenting the people served and services provided to RWHAP clients
- Report sections include the:

**Recipient Report**

**Provider Report**

**Client-Level  
Data (CLD)  
Report**



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## What is the RSR?

- Recipients complete a Recipient Report for each grant they receive from HAB
  - ISDH-Part B and Part B Supplemental (2)
  - Marion County Public Health Department – Part A and Part C (2)
- Providers complete only one Provider Report regardless of how many recipients fund the agency
- All Providers delivering direct services to clients report client level data (except HIV counseling and testing), but the required data elements vary by services provided
  - HIV Counseling and testing data are reported as aggregate data
  - Only agencies funded for OAHS report clinical data



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## What Agencies Have To Report this Year?

- Any agency that received RWHAP Part A, B Supplemental or C funding at some point during the year
- Agencies that were rebate funded for the entire calendar year are not required to report the RSR this year
- Agencies complete only one Provider Report regardless of how many recipients fund the agency



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## Why Report Data in the RSR?

- It's a requirement
  - “Explicitly state that grant recipients have a responsibility to monitor their funded subrecipients to ensure they are using their Federal grant program funds in accordance with program requirements”
- It shows how you've used the funding to meet the needs of people with HIV in Indiana
  - Paints a picture of who receives RWHAP funded services, what specific services they receive and clinical outcomes as a result of these services



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## Timeline and Expectations



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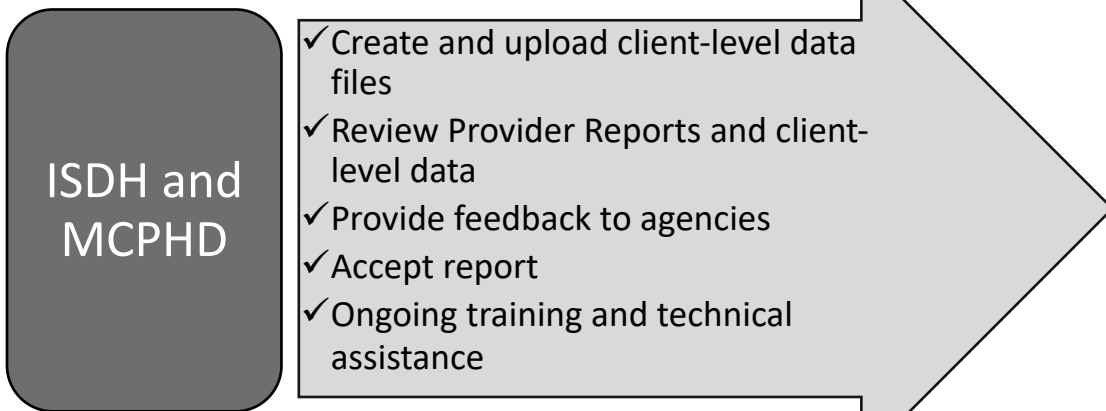


# Timeline

- January 21 - Final data for calendar year 1/1/2019-12/31/2019
  - MCPHD-entered into CAREWare
  - ISDH-Excel sheets securely submitted
- February 10 – Providers start Provider Report
- February 28 – ISDH and MCPHD upload client-level data files and zip code files for providers
- March 13 – Providers complete Provider Report and review of client level data including entering validation comments
- March 20 – ISDH and MCPHD provides feedback regarding any needed changes
- March 24 – Submission of Provider Reports



# Review of the Process for RSR 2019



## Review of the Process for RSR 2019

### Agencies

- ✓ Register in web system (if new)-  
<https://grants6.hrsa.gov/hab/regloginapp/Admin/Login.aspx>
- ✓ Review materials and attend webinars
- ✓ Review uploaded client-level data
- ✓ Make changes as requested by ISDH/MCPHD
- ✓ Enter validations (if needed)
- ✓ Complete Provider Report

## Next Steps

## Next Steps

- Review data as instructed by ISDH and MCPHD
  - Follow guidance regarding reviewing and correcting data
    - ISDH funded agencies – Should have received before Thanksgiving
    - MCPHD – this week
  - If you are funded by both MCPHD and ISDH, you must work with each agency to review and correct the respective data
  - Goal is to ensure that your data are complete and reflect the services that you provided



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## Next Steps

- Download and review the RSR Instruction Manual
  - <https://targethiv.org/library/rsr-instruction-manual>
- Attend/Review webinars
  - RSR Basics (archived) - <https://targethiv.org/library/rsr-the-basics>
  - Completing the Provider Report (2/5/2020) - <https://targethiv.org/calendar/completing-2019-rsr-provider-report>
  - Reviewing Your Data at Upload: Tools within the RSR Web System (3/11/2020) - <https://targethiv.org/calendar/reviewing-your-data-upload-tools-within-rsr-web-system-5>

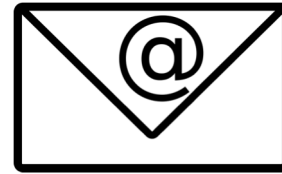


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## Next Steps

- ISDH and MCPHD will update their respective websites
- Ongoing guidance/updates will be provided via email



## Points of Contact (POC)

- ISDH – Traci Johnson - [TJohnson@isdh.IN.gov](mailto:TJohnson@isdh.IN.gov)
- MCPHD – Portia Duff - [PDuff@MarionHealth.org](mailto:PDuff@MarionHealth.org) or Jill Carr [Jcarr@MarionHealth.org](mailto:Jcarr@MarionHealth.org) (CAREWare/data)
- Your agency – If you have not already sent your agency POC to Traci or Portia, please do so before the end of the year
  - Expectation if you are multiply-funded, you have the same POC for the RSR

# Questions?

