Data Reporting Requirements for EHE-Funded Recipients and Providers

Written Q & A Summary

September 27, 2023

#	Questions	Answers
1.	Why do we include non-EHE clients in the EHE Triannual Report and RSR? It seems like that makes it hard for HAB to tease out how many clients were served through EHE Initiative funding versus any source of RWHAP funding.	The current reporting requirement is that providers should report all clients who are eligible and received a service for which your agency received RWHAP, RWHAP-related or EHE Initiative Funding, regardless of payer.
2.	How do I create a report template in CAREWare?	The Ending the HIV Epidemic (EHE) Initiative Triannual Provider Report is already a preset report in CAREWare. You can find more information here. It is important to check that your CAREWare contracts are set up correctly to ensure that the report will run correctly. If you need any assistance setting up CAREWare contracts or using the EHE Triannual Provider report feature, please reach out to the CAREWare Helpdesk.
3.	Can you review slide 32 on federal poverty level reporting requirements?	Slide 32 includes information about a common area of confusion for EHE recipients and providers. In the example shared during the webinar, EHE Initiative funding was used for one of the service categories for which federal poverty level percent is a required data element. Since it was a required data element, the EHE recipient modified the eligibility criteria to ensure that federal poverty level (FPL) was collected. While you should report the data if you have it, please do not modify your EHE initiative eligibility requirements. HAB understands that there may be more missing FPL data if EHE initiative funding is used to fund the service categories for which it is required. If you receive a validation warning, write a validation comment explaining why the data are missing.
4.	Are all electronic health records (EHR) compatible as an RSR reporting data system?	DISQ maintains a list of all RSR-Ready Systems on TargetHIV. RSR-ready systems can create a compliant RSR client-level data file. While there are a few EHRs that have RSR modules or functionality, most EHRs do not. Many RSR-Ready Systems also generate counts needed for the EHE Triannual Report. You can contact the vendor or the DISQ team to learn more. If you have any questions about if your EHR can be used to create the RSR client-level data file, please reach out to the DISQ Team.

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5.	Would it be possible to change the table in the EHE Triannual Provider Report to have a third column that captures folks who aren't in columns A and B?	This question references the three columns in the EHE Triannual Provider Report: Column A for new clients, Column B for existing clients that were seen during the current reporting period but that also have been seen during a prior reporting period in the current or prior calendar year, and Column C for total clients. There is not a specific column for re-engaged clients who received a service in the current reporting period and last received a service prior to the previous calendar year; these clients should be reported as part of Column C totals. There are currently no plans to add a column for re-engagement clients, but we can share your request with HAB. If you have any questions about how to correctly report the number of clients who received services, we recommend reviewing the EHE In Focus: Data Reporting Requirements for EHE Funded Recipients and Providers and the Completing the EHE Triannual Provider Report webinar recording. You can also reach out to RWHAP Data Support for additional guidance.