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HIV CARE & TREATMENT

Understanding Eligible Services Reporting for RWHAP Grant Recipients

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Ryan White HIV/AIDS Program Data Support

Learning Objectives

By the end of this session:

1. Participants will be able to distinguish the differences between Eligible Scope Reporting and Eligible Services Reporting.
2. Participants will be able to correctly identify which clients and services should be reported on the RSR under Eligible Services Reporting.
3. Participants will understand how to add a contract and complete an RSR Recipient Report including RWHAP-related funded services.

Presentation Overview



- What is Eligible Services Reporting?
- Transitioning to Eligible Services Reporting
- Managing Contracts in the Grantee Contract Management System (GCMS)
- Reporting Eligible Services in the RSR Recipient Report
- TA Resources

What is Eligible Services Reporting?



- Beginning with the 2019 Ryan White HIV/AIDS Program Services Report (RSR), HAB began implementing Eligible Services Reporting
- Eligible Services Reporting: agencies are required to report client-level data on RWHAP-eligible clients who received at least one RWHAP and/or **RWHAP-related (program income or pharmaceutical rebates)** funded service
- Eligible Services Reporting is not required until submission of the 2021 RSR (submitted in March 2022)



RSR Reporting History



- Funded Scope Reporting
 - Report all clients whose services were paid for with RWHAP funding
- Eligible Scope Reporting
 - Report all RWHAP-eligible clients who received a service funded by RWHAP funding, regardless of payor
- Eligible Services Reporting
 - Report all RWHAP-eligible clients who received a service funded by RWHAP or RWHAP-related funding, regardless of payor

Reason for the Change

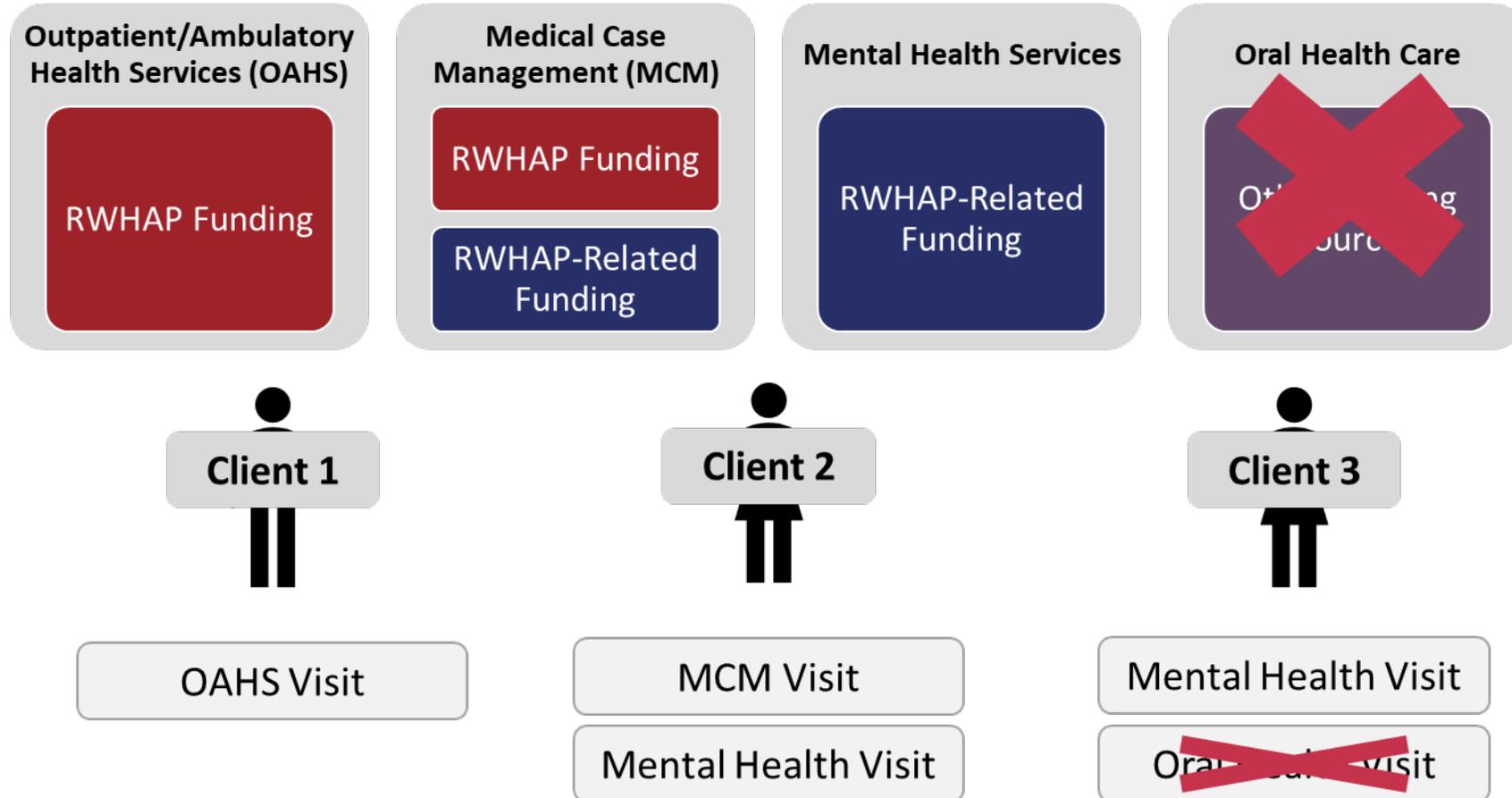


- HRSA HAB moved to Eligible Scope Reporting for the 2015 RSR to capture client-level data on RWHAP-eligible clients who received services supported by other payors
- Many organizations are moving towards supporting services with RWHAP-related funding (program income or pharmaceutical rebates)
- With the change to Eligible Services Reporting, HRSA HAB can more accurately measure the full impact of RWHAP investments at the state and local level

Eligible Services Reporting Example



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Quiz Time – Question 1



- **Emergency Financial Assistance (EFA)**

- RWHAP Funding

- **Housing Services**

- RWHAP Funding
- Pharmaceutical Rebates

- **Medical Transportation**

- RWHAP Funding
- Pharmaceutical Rebates

- How will this agency's RSR reporting change in response to the migration to Eligible Services Reporting?
 - a. They will begin reporting on Housing Services and Medical Transportation.
 - b. They will have additional clients to report whose services were paid for with RWHAP-related funding.
 - c. There will be no change.

Quiz Time – Question 2



- **Medical Nutrition Therapy**

- RWHAP Funding

- **Food Bank/Home Delivered Meals**

- Pharmaceutical Rebates

- **Housing Services**

- HOPWA Funding

- A RWHAP-eligible client receives all three services from this organization. How should they be reported on the RSR under Eligible Services Reporting?
 - a. Report the client and all their services.
 - b. Report the client and their Medical Nutrition Therapy and Food Bank services.
 - c. Report the client and their Medical Nutrition Therapy services.
 - d. Do not report the client.

Transitioning to Eligible Services Reporting



- Recipients will need to begin adding information on RWHAP-related funded services to their contracts in the Grantee Contract Management System (GCMS) and their RSR Recipient Reports
- Providers must begin collecting and reporting data on these additional services as part of their 2021 RSR submission (submitted in March 2022)

What Data Are Required?

- The required data elements for each service category can be found in Appendix A of the RSR Manual available on the [TargetHIV website](https://www.targethiv.org/)

Table 4. Required Client-Level Data Elements for RWHAP Services

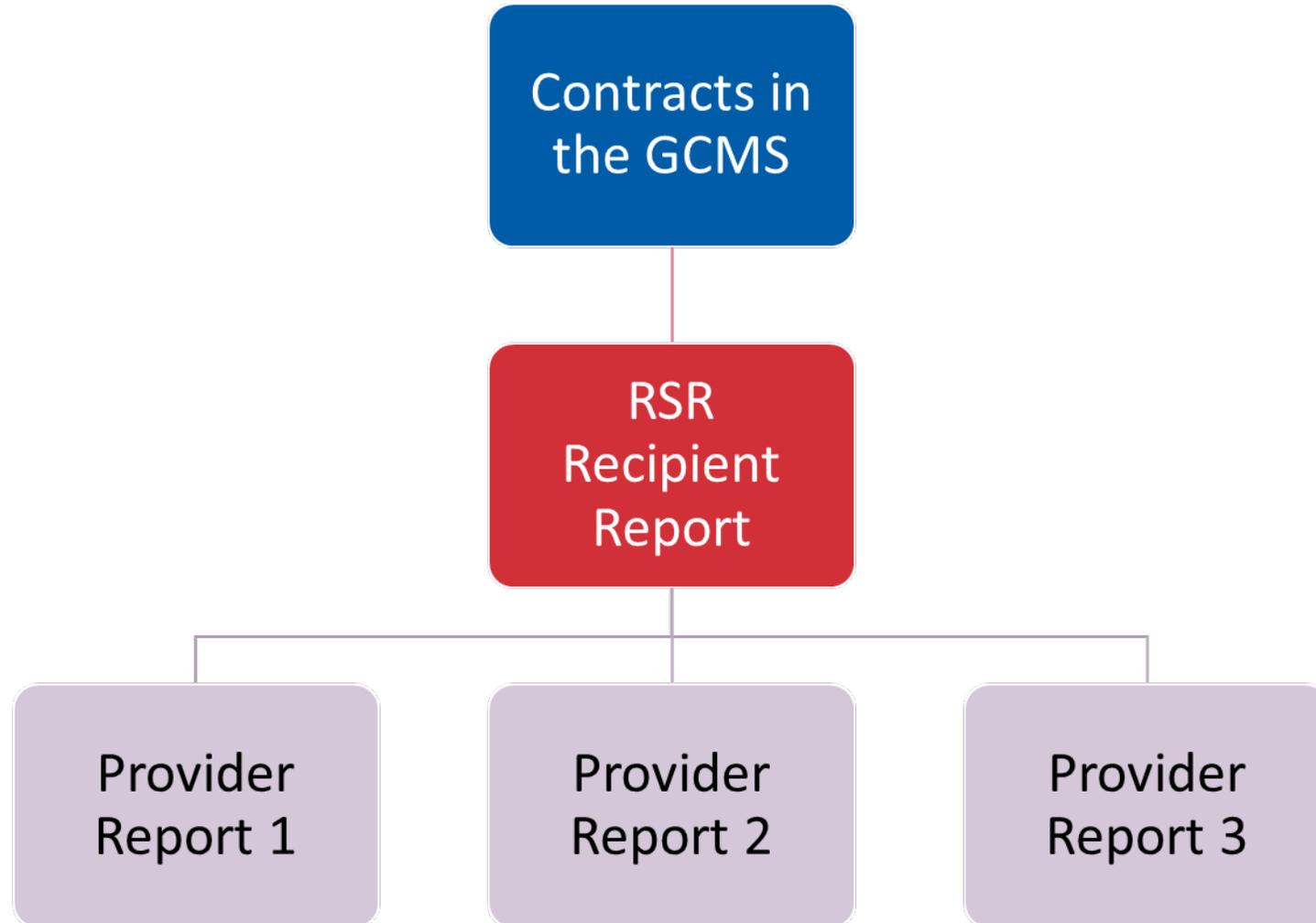
Client-Level Data Elements	Outpatient/Ambulatory Health Services	Medical Case Management	Oral Health Care	Early Intervention Services	Home Health Care	Home and Community-Based Health Services	Hospice Services	Mental Health Services	Medical Nutrition Therapy	Substance Abuse Outpatient Care	AIDS Pharmaceutical Assistance	Health Insurance Premium and Cost-Sharing Assistance	Non-Medical Case Management	Child Care Services	Emergency Financial Assistance	Food Bank/Home-Delivered Meals	Health Education/Risk Reduction	Housing	Linguistics Services	Medical Transportation	Outreach Services	Other Professional Services	Psychosocial Support Services	Referral for Health Care and Support Services	Rehabilitation Services	Respite Care	Substance Abuse Services (residential)	Rationale
• report the data element																												
Client Demographics																												
Year of birth	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	2,7
Ethnicity	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	2,4,7
Hispanic subgroup	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	2,4,7
Race	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	4,7
Asian subgroup	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	4,7
NHPI subgroup	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	4,7
Gender	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	2,3,4,7
Sex at birth	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	2,3,4,7
Health coverage	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	2,7
Housing status	•	•											•					•										2,7

Managing GCMS Contracts



- RWHAP-related funded services must be included in recipients' GCMS contracts for them to populate in their RSR Recipient Reports and the associated Provider Reports
- These services may need to be added to an existing contract that was previously added to the system or added as part of a newly created contract
- Recipients should internally coordinate to decide who will be responsible for adding/editing their contracts to correctly list all services provided

RSR System Relationships



Accessing the GCMS

The screenshot displays the HRSA Electronic Handbooks interface. At the top, the HRSA logo and 'Electronic Handbooks' title are visible, along with a search bar and user account options. A navigation bar includes 'Tasks', 'Organizations', 'Grants', 'Free Clinics', 'FQHC-LALs', and 'Resources'. The 'Grants' menu is expanded, showing several categories: Submissions, Requests, Portfolio, and Users. The 'Work on Performance Report' option is highlighted with a red box. On the left, a 'My Tasks' sidebar shows counts for various tasks: 31 for All, 8 for Late, and 2 for Due. Below the main menu, there are sections for 'Favorites', 'Tracking', and 'Recently Accessed'.

HRSA Electronic Handbooks

Search

Home Tasks Organizations **Grants** Free Clinics FQHC-LALs Resources

Welcome

My Tasks

31 All

8 Late

2 Due

Favorites

Tracking

Recently Accessed

Submissions

- Work on Financial Report
- Work on Progress Report
- Work on Performance Report**
- Work on Noncompeting Progress Reports
- Work on Other Submissions

Scope

- Manage Sites
- Manage Services
- Manage Other Activities and Locations

Requests

- Work on existing Prior Approval
- Request New Prior Approval
- Work on Existing Health Center H80 CIS
- Request New Health Center H80 CIS

Applications

- Validate Grants.gov Applications
- Allow Others to Work on My Applications
- View My Applications
- Search Funding Opportunities

Portfolio

- Add a Grant to My Portfolio
- Work on a Grant in My Portfolio
- View My Access Requests

Users

- View Authorized Users
- Authorize New Users
- Approve Access Requests

EHBs Submission List



Submissions - All

Not Completed | Recently Completed | All

Search Filters:

Basic Search Parameters

Grant Number (comma separated list) (e.g. C80CS16989) Submission Name Like

Submission Tracking Number Like

Organization All Healthy Choice Health Center

Submission Deadline (mm/dd/yyyy) Between And

Submission Type All Financial Report Noncompeting

Advanced Search Parameters

Display Options

Sort Method (Grid | Custom)

Search Name: [Save Parameters](#) [Search](#)

[Export To Excel](#) [Search](#) | [Saved Searches](#)

Page size: 15 Go 55 items in 4 page(s)

Submission Name	Submission Type	Organization	Grant #	Tracking #	Reporting Period	Deadline	Submitted Date	Status	Options
<input type="text"/>	All	All	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	All	
▶ RSR 2020 Annual Performance Report	Performance Report	Healthy Choice Health Center	H76HA00000		01/01/2020 - 12/31/2020	03/29/2021		Not Started	▶ Start
▶ RSR 2019 Annual Performance Report	Performance Report	Healthy Choice Health Center	H76HA00000	11111	01/01/2019 - 12/31/2019	04/30/2020	03/26/2020	Submitted	Submission

Recipient Report Inbox



NAVIGATION <<

- Inbox
 - Recipient Report
 - Provider Report
 - Check your XML
- Manage Contracts
 - Search Contracts**
- Search
 - Recipient Reports
 - Provider Reports
 - Check your XML Reports
- Administration

RSR Recipient Report - Favorites

Your session will expire in: **27:23**

Report ID	Fund Source	Grant Number	Recipient Name	Reporting Period	Modified Date	Status	Action	Action History
	Part C	H76HA00000	Healthy Choice Health Center	2020 Annual		Not Started	Create	History

Page Size: 25

[Remove from Favorites](#)

For help with EHBs contact the HRSA Help Desk by phone at 1-877-Go4-HRSA (1-877-464-4772) Monday through Friday, 8:00 a.m. to 8:00 p.m. Eastern Time. Or use the [HRSA Electronic Handbooks Contact Center help request form](#) to submit your question online. For questions regarding data content and/or reporting requirements, please contact Data Support at 1-888-640-9356 or email to RyanWhiteDataSupport@wrma.com

GCMS Search Page



Your session will expire in: 29:28

Grantee Contract Management System

Grant Number	<input type="text" value="H76HA00000"/>
Org ID:	<input type="text"/> (comma separated list)
Registration Code	<input type="text"/> (comma separated list)
Organization Name	<input type="text"/>
Funded Through	<input type="text"/>
Contract ID	<input type="text"/> (comma separated list)
Reference	<input type="text"/>
Range Start Date	<input type="text"/> 
Range End Date	<input type="text"/> 
Project Officer:	<input type="text" value="All Project Officers"/> ▼

Reset

Search

GCMS Search Results



Project Officer:

All Project Officers

Reset

Search

Results

	Id	Funded By	Org ID	Organization Name	Reg Code	Reference	Start	End	Services	Funded Through	Funded Amount	Is Executed	Action
-	387401	H76HA00000	000	Healthy Choice Health Center	12345		4/1/2020	3/31/2021	7		\$400,000.00	Yes	Edit/Remove <input type="button" value="Go"/>

RWHAP Funded Services: Quality management, Outpatient/Ambulatory Health Services, Oral Health Care, Medical Case Management, including Treatment Adherence Services, Substance Abuse Outpatient Care, Non-Medical Case Management Services

RWHAP-Related Funded Services (Program Income and Pharmaceutical Rebates): Food Bank/Home Delivered Meals

Project Officer:

Add Contract

Contract Details



Contract Information

* 1. Start Date:

* 2. End Date:

3. Contract Reference:

* 4. Contract Execution: Select "Yes" if the contract has been signed and executed.

- 1. No
- 2. Yes

* 5. Is this agency serving as a consortium, fiscal intermediary provider, administrative agent, or lead agency under this contract?

- 1. No
- 2. Yes

* 6. Is this agency a subcontractor or second-level provider?

- 1. No
- 2. Yes

Service Information



Service Information

* 7. Does this agency provide direct client services?

- 1. No
- 2. Yes

8. If applicable, select the administrative and technical services that are funded for this contractor.

- 1. Planning or evaluation
- 2. Administrative or technical support
- 3. Fiscal intermediary support
- 4. Other fiscal services
- 5. Technical assistance
- 6. Capacity development
- 7. Quality management
- 8. Other

9. If applicable, indicate the core medical and essential support services that are funded for this contract by selecting the "Update Services" button.

Update Services Table



Services

Select the core medical and essential support services for this contract that are funded either through RWHAP or RWHAP-related expenditures (Program Income and Pharmaceutical Rebates). For each service category funded through RWHAP, enter a funding amount in the corresponding column. The award amount should reflect the current year and should not include carryover funds or RWHAP-related expenditures.

Done updating services *

* Your changes will not be saved until you select the "Save" button on the contract details page.

Service Name	RWHAP Funding	RWHAP-Related Funding (Program Income and Pharmaceutical Rebates)	Base Award (Do not include Program Income and Pharmaceutical Rebates dollars)
▲ Service Category: Core Medical Services			
Outpatient/Ambulatory Health Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
AIDS Pharmaceutical Assistance (LPAP, CPAP)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
Oral Health Care	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
Early Intervention Services (EIS)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
Health Insurance Premium and Cost Sharing Assistance for Low-Income Individuals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>

Does the RSR Process Change?



- The steps used to complete the RSR Recipient and Provider Reports in the HRSA Electronic Handbooks (EHBs) will not change as a result of Eligible Services Reporting
- Organizations will now just be reporting additional services and clients they may not have previously reported under Eligible Scope Reporting

RSR Recipient Report



Program Information

This item lists all of the agencies that had a contract with your organization during the reporting period. Verify the list is accurate. If a provider is missing, revise your list of contracts by selecting the "Search Contracts" link under the Manage Contracts heading in the left menu. If a provider listed will not submit a RSR Provider Report for the reporting period, select the checkbox in the Exempt column and enter a justification for the exemption in the text box that is displayed. NOTE: The exempt checkbox may only be selected if the organization's Provider Report is in "Not Started" or "Working" status.

	Warning	Reg Code	Provider Name	Exempt	Exemption Justification
-		12345	Health and Happiness Clinic	<input type="checkbox"/>	
RWHAP Funded Services: Outpatient/Ambulatory Health Services					
RWHAP-Related Funded Services (Program Income and Pharmaceutical Rebates): Medical Case Management					
+		67890	City Health Department	<input type="checkbox"/>	
+		54321	State Health Department	<input type="checkbox"/>	
+		09867	Main Street Food Bank	<input type="checkbox"/>	

Cancel Save

RSR Provider Report



Service Information

A field with an asterisk * before it is a required field.

- * 7. Below is a list of all Ryan White HIV/AIDS Program services that were funded complete or partially using RWHAP and/or RWHAP-related funding (Program Income and Pharmaceutical Rebates). Select the services that were delivered by your agency during the reporting period even if other funding streams in addition to the RWHAP or RWHAP-related funding were used to fund the service. In the table at the bottom of the form, select any additional services that your organization delivered through your organization's generated Program Income or Pharmaceutical Rebates.

Administrative and Technical Services

RWHAP Funding	Delivered	Service Category
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Administrative or technical support
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Quality management

Core Medical Services

RWHAP Funding	RWHAP-Related Funding (Program Income and Pharmaceutical Rebates)	Delivered	Service Category
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Outpatient/Ambulatory Health Services
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Oral Health Care
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Early Intervention Services (EIS)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Mental Health Services
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Medical Case Management, including Treatment Adherence Services
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Substance Abuse Outpatient Care
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Home Health Care
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Hospice

TA Resources



TA Resource	Type of TA
Ryan White Data Support 888-640-9356 RyanWhiteDataSupport@wrma.com	<ul style="list-style-type: none">• RSR-related content and submission questions;• Interpretation of the RSR Instruction Manual and HAB's reporting requirements;• Instructions for completing the RSR Recipient and Provider Reports; and• Data validation questions.
DISQ Data.TA@caiglobal.org	<ul style="list-style-type: none">• Data reporting requirements;• Extracting data from systems and reporting it using the required XML schema;• TRAX and CHEX Application; and• Data quality issues.
EHBs Customer Support Center 877-464-4772 http://www.hrsa.gov/about/contact/ehbh elp.aspx	<ul style="list-style-type: none">• RSR software-related questions;• Electronic Handbooks (EHBs) navigation;• EHB registration;• EHB access and permissions;• Performance Report submission statuses.
CAREWare Help Desk 877-294-3571 cwhelp@jprog.com	<ul style="list-style-type: none">• How to generate the XML file from CAREWare correctly;• How to view a sample client summary file; and• Creating custom reports.

- TargetHIV website: <https://targethiv.org/>
 - RSR Manual: <https://targethiv.org/library/rsr-instruction-manual>
 - RSR in Focus: Understanding Eligible Services for 2019 Data: <https://targethiv.org/library/rsr-focus-understanding-eligible-services-2019-data>

Questions

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