| **#** | **Questions** | **Answers** |
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| 1. | When and where can I access a recording of this webinar and related materials? | All webinar recordings, write-ups of the Q&A sessions, and PDFs of webinar slides are made available on TargetHIV. Webinar recordings are uploaded within a week of the live webinar. Q&A writeups and slides are uploaded within two weeks of the live webinar. |
| 2. | What is the reporting period for the 2020 RSR? | The reporting period for the 2020 RSR that must be in “Submitted” status by 6 pm ET, March 29, 2021 is the 2020 calendar year. |
| 3. | My agency is new to the RWHAP and will be submitting our first RSR this year. Where should we start to get situated to this process? | Check out “[Roadmap: New to the RSR](https://targethiv.org/library/rsr-roadmap)”, a handy collection of resources catered to agencies and staff new to the RSR submission process.  [The DISQ Team](mailto:Data.TA@caiglobal.org) is also here to orient new staff to the process and address any specific questions you may have. |
| 4. | In TRAX, does it matter in what order I upload the 12 .CSV files to generate the client level XML file for the RSR? | No, the order does not matter. To use TRAX to create the XML file, all 12 .CSV files must be put in one folder, which is then uploaded to TRAX.  The recording and slides for December 2020’s [“RSR TRAX” webinar](https://targethiv.org/library/rsr-trax-2020) are available on TargetHIV. The webinar provides step-by-step instructions for using TRAX to create RSR client-level data file. |
| 5. | Where can I find step-by-step guidance for uploading the XML file for the RSR? | Check out the [Data Webinar Calendar](https://targethiv.org/data/webinars) and keep an eye out for the February 3rd “Completing the 2020 RSR Provider Report” webinar. This webinar features step-by-step instructions on how to complete the 2020 RSR Provider Report. Topics covered include uploading client-level data, modifying service delivery sites, and addressing alerts and warnings in the RSR web system. |
| **New Data Elements** | | |
| 6. | What are new data elements for the 2020 RSR? | There are two new data elements for the 2020 RSR.   1. For clients who receive any service, indicate whether the client is new to the service provider. 2. For clients who are not new and received OAHS and/or case management services (including medical), indicate if they received at least one service in the previous year.   [The 2020 RSR Manual](https://targethiv.org/library/rsr-instruction-manual) is your go-to resource for understanding reporting requirements and guidelines. |
| 7. | What is the definition of a “new client” for the purposes of the new RSR data element? Is it a newly diagnosed clients, or does it include clients who are not new to HIV care but new to the provider? | A client is new to the provider if the client has never received a service from the agency before. For example, if the client received a non-RWHAP funded service in the previous year, the client would NOT be considered new.  For more information on changes to the 2020 RSR and the definition of the two new data elements, please see the [“Preparing for the 2020 RSR” webinar](https://targethiv.org/library/preparing-2020-rsr-submission-understanding-reporting-changes). |
| **CAREWare and other Systems** | | |
| 6. | My agency uses NextGen. How can we create a bridge to import our data from NextGen into CAREWare or another RSR-Ready system to generate the XML file? | In January 2021, the DISQ Team hosted a call with NextGen users during which a participant shared their approach in importing data from NextGen to CAREWare. The same approach can generally be applied to ARIES given the similar structure. The notes from this call are currently being finalized.  Stay tuned for a copy of the notes by [signing up for the DISQ listserv](https://targethiv.org/disq/subscribe) and checking “NextGen” under “EHR Software.” The notes will also be posted on the [NextGen EHR Resources page](https://targethiv.org/library/nextgen-ehr-resources) on TargetHIV.  The DISQ Team also conducted an EHR survey and may be able to identify a peer who has experience creating this bridge and are open to providing peer support. [Get in touch with the DISQ Team](mailto:Data.TA@caiglobal.org) today. |
| 7. | My agency uses Epic to collect data but use CAREWare to create the XML file. How can we create a bridge to import our data from Epic into CAREWare to generate the XML file? | The DISQ Team is launching an initiative in the near future called Communities of Practice that will bring together providers who are interested in developing an Epic-CAREWare bridge. The calls will feature experts who can help you develop and implement this process.  The DISQ Team also conducted an EHR survey and may be able to identify a peer who has experience creating this bridge and are open to providing peer support. [Get in touch with the DISQ Team](mailto:Data.TA@caiglobal.org) today. |
| **CARES Act** | | |
| 9. | How do we run the XML RW CARES Act recipient report in CAREWare? | The Covid Data Report (CDR) is not an XML file. It’s an online form that you fill out in the EHBs.  The only XML file you submit is for the RSR. That RSR file should include services and clients who are HIV positive that you support through the CARES Act funding. That funding is considered RWHAP funding. Please exclude household members who were served through the CARES Act but are not RWHAP eligible from the RSR.  CAREWare has features to support you with the CDR. You can use the Administrative Report to answer funding questions. In addition, you can add COVID test and result fields to calculate those values. Contact the [CAREWare helpdesk](mailto:cwhelp@jprog.com) for more information. |
| 10. | How should we set up our system to capture and report CARES Act funded services for the RSR? | Assuming you are using an RSR-Ready system and the service already exists in your system, assign CARES Act as a contract to that service.  If it is a new service to your system, work with your system vendor to get the new service added. Again, be sure that this new service is tagged as a CARES Act funded service. |
| 11. | If we receive funding Part A, CARES Act, and EHE funding, do we only submit one client-level data file? | Yes. No matter how many RWHAP funding streams your agency receives, submit just one XML file with all RWHAP-eligible clients and services that are under service categories funded by RWHAP funding. For the purposes of the RSR, CARES Act and EHE funding are considered RWHAP funding.  Agencies may submit multiple XML files if they have multiple data management systems, but there is no requirement to submit a separate XML file for each funding source. |
| 12. | How many Recipient Reports and Provider Reports do we need to submit if we receive CARES Act and RWHAP Part funding? | Recipients must submit one Recipient Report for **each** grant received directly from HAB, and CARES Act funding is considered RWHAP funding for the purposes of RSR reporting. If your agency received CARES Act funding directly from HAB, you would need to submit a Recipient Report for CARES Act funding as well as a separate RSR Recipient Report for your RWHAP Part C funding.  Subrecipients/providers submit only one comprehensive client-level data file as part of the Provider Report regardless of the number of RWHAP grants from which they receive funding. |
| **Other** | | |
| 13. | I still have questions. How do I contact the DISQ team? | Contact the DISQ Team via email at [Data.TA@caiglobal.org](mailto:data.ta@caiglobal.org) |