



# Preparing for the 2022 Ryan White HIV/AIDS Program (RWHAP) Dental Services Report (DSR) Submission

HIV/AIDS Bureau

*December 9, 2021*



# Overview



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# What is the DSR?



- **Designed to collect data regarding oral health services provided to people with HIV.**
- **Used by two programs:**
  - the Dental Reimbursement Program (DRP)
  - and the Community Based Dental Partnership Program (CBDPP)

# DSR Submission Requirements



## DRP

- Must submit a completed report annually to receive assistance with their unreimbursed costs of care incurred in providing direct oral health services.

## CBDPP

- Must submit annual program data as one of the terms of the grant award.

# What's New in 2022?

**Data are now submitted via the  
NEW DSR website:**

**<https://www.rwhapdentalservicesreport.net>**



# 2022 DRP DSR Data Submission Steps

- ☐ Register for the DSR website
- ☐ Enter data for services provided between July 1, 2020-June 30, 2021, into the Program Contacts & Sections 1-4 of the DSR
- ☐ Submit the DSR
- ☐ Print a copy for your records
- ☐ Submit the SF424 via Grants.gov



# 2022 CBDPP DSR Data Submission Steps



- ☐ **Register for the DSR website**
- ☐ **Enter data for services provided between January 1-December 31, 2021, into the Program Contacts & Sections 1-4 of the DSR**
- ☐ **Submit the DSR**
- ☐ **Print a copy for your records**

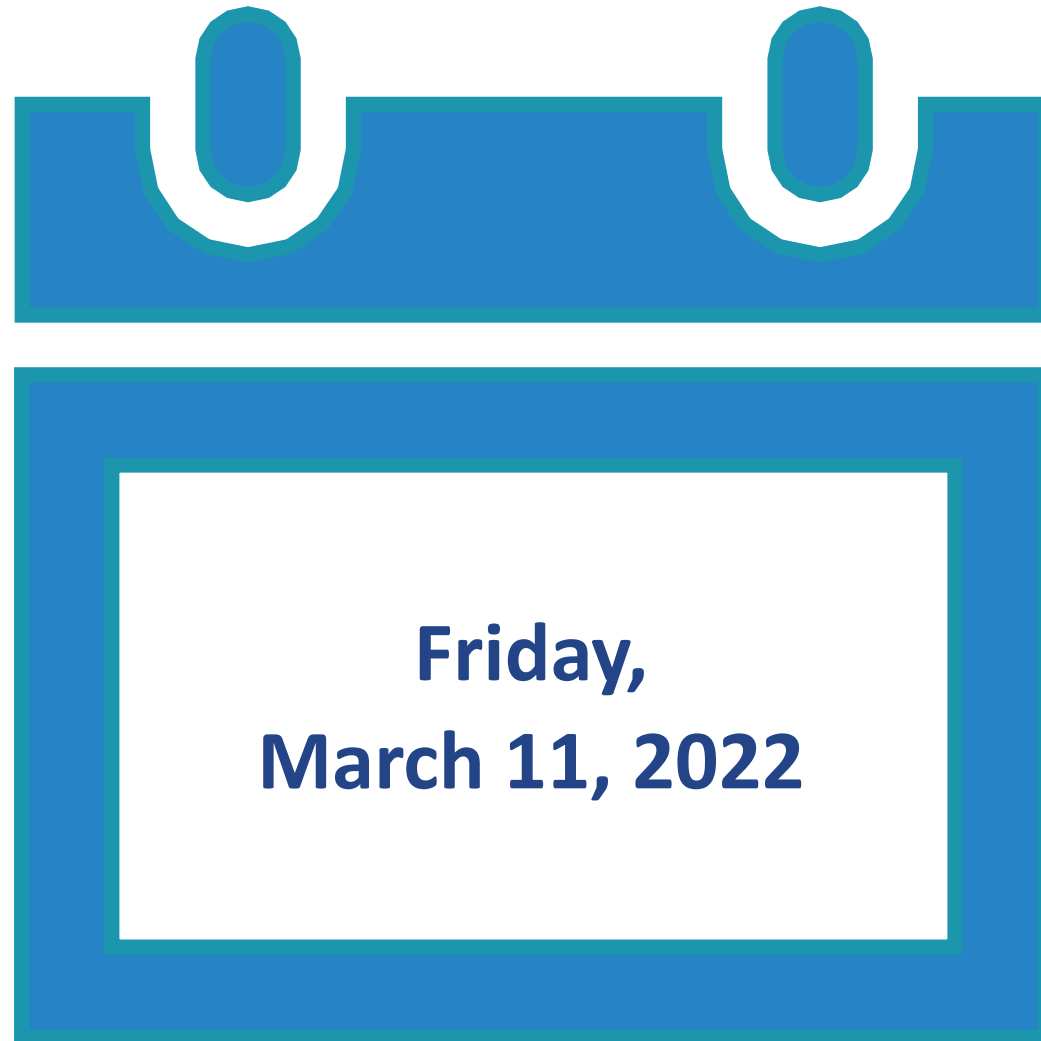
# How to Complete the DSR - Demo



# Demo Highlights

- **How to register using the Registration Form**
  - Special Org Admin user capabilities
  - Once the registration form is submitted, you will receive an email to complete registration once approved by Ryan White Data Support or Org Admin
- **Completing the DRP & CBDPP Reports**
  - Validation occurs as you're entering the data
  - Sections must be completed in order
  - How to submit and unsubmit the DSR
  - Submission timeline table (p. 17 of manual)
  - How to print a PDF version of the DSR
- **How to access the latest guidance materials**
- **How to review and make updates to your user profile**

# Submission Deadline



# Technical Assistance Resources

TA Resource Contact Information	Type of Technical Assistance
<b>Ryan White HIV/AIDS Program Data Support</b> 888-640-9356 <a href="mailto:RyanWhiteDataSupport@wrma.com">RyanWhiteDataSupport@wrma.com</a>	<ul style="list-style-type: none"><li>• DSR related content and submission</li><li>• Interpreting the DSR Instruction Manual</li><li>• How to register and complete the DSR</li><li>• Data validation questions</li></ul>
<b>HRSA HAB</b> <a href="https://hab.hrsa.gov/program-grants-management/data-reporting-requirements-and-technical-assistance">https://hab.hrsa.gov/program-grants-management/data-reporting-requirements-and-technical-assistance</a>	<ul style="list-style-type: none"><li>• Downloadable resources</li><li>• Project officer should be contacted for programmatic questions</li></ul>
<b>Grants.gov</b> 1-800-518-4726 Email: <a href="mailto:Support@grants.gov">Support@grants.gov</a> Create a Ticket: <a href="https://gditshared.servicenowservices.com/hhs_grants">https://gditshared.servicenowservices.com/hhs_grants</a>	<ul style="list-style-type: none"><li>• DRP questions pertaining to the submission of the SF 424</li></ul>