

# RWHAP TA Webinar

Indiana State Department of Health

January 15, 2019

11:00 am − 12:00 pm





#### **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



Please enter the age

and list all participar

"chat" room

# Agenda

- Introductions
- RSR
- Answers to YOUR Questions
- Announcements
- Q & A
- Next call







### RSR Outline

- What is the RSR?
- Why is the RSR collected?
- What do I have to do for the RSR?
- What should I do next?
- Who should I call if I have questions?
- Questions

### Common Terms

- RSR-Ryan White HIV/AIDS Program Services Report
- Provider/Subrecipient The agency that provides direct servi clients
- XML eXtensible Markup Language. A standard, simple, and adopted method of formatting text and data so that it can be exchanged across the different computer platforms, language applications.
- HAB (HIV/AIDS Bureau) The federal funding source for the F White Program
- Validations Checks in the web system that look for consiste accuracy in your data

6

# What is the Ryan White Services Report?

- Annual federal submission required of all Ryan White funded agencies
- Three components: Recipient Report, Provider Report Client Level Data
  - Recipient Requirement-ISDH completes
  - Subrecipient Requirement (this is you)
    - Complete the Provider Report
    - Submit a client-level data XML file into the RSR Web System by the deadlines provided by ISDH

# Why Collect Data At All?

- Data tell a story about your agency's activities
  - Highlights successes
  - Identify areas for expansion or improvement
- Measures progress in meeting the Integrated HIV Prevention and Care Goals
- Measures progress along the HIV Care Continuum

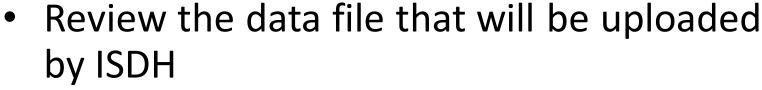


# Why Is the RSR Collected?

- Data show how the funding is being used and the outcomes to been achieved
  - Helps justify funding to Congress and other stakeholders
- Specific language in the Ryan White legislation requires it!
  - Federal regulations explicitly state that grant recipients must monitor program performance to ensure they are using their Federal grant p funds in accordance with program requirements. (3 Title 45 CFR § 75
  - Monitoring by the non-Federal entity must cover each program, fun activity. (§75.352). The Federal regulations additionally impose subr monitoring requirements. (45 CFR § 75.352(d))

### What Do I Have To Do For The RSR This You

- Complete a Provider Report
  - Agencies that are also funded by more than one program at ISDH, by Marion County or directly from HAB will still only submit one Provider Report



- This is developed from the data that you submitted in your sheets
- This may be more than one review depending on if changes be made



### What Do I Have To Do For The RSR This Ye

- Make any necessary changes to the Provider Report a validation comments as needed
  - ISDH will review the report and let you know what these a
- Submit for final review and approval
  - If any final changes are needed, ISDH will let you know
- Key last step....



# What Is In The Provider Report?

- Information about your agency and the services that y provide
  - You may need to ask other people at your agency for the information
- Contains five sections:
  - General Information
  - Program Information
  - Service Information
  - HIV Counseling and Testing Information
  - Import Client-Level Data

Agencies onless for HIV Counse Testing will s

## How Do I Access The Provider Report?

- Data entered into a web system via the internet (thereform)
  - New providers will have to register for the system, using a code that will be provided by ISDH
  - Existing providers (those previously funded by Marion County or directly from HAB) won't need to register unless they have had staffing changes



https://performance.hrsa.gov/hab/RegloginApp/admin/login.aspx?application

### When Do I Have To Do This?

- You'll need to start your Provider Report by February 2
   2019
  - Data system opens on February 4th
- You'll need to submit your Provider Report for final IS review by March 13<sup>th</sup>, 2019



### What Should I Do Next?

- Submit your Excel spreadsheets for the period of Septer
   1-December 31, 2018 to ISDH by January 31, 2019
  - Prevention-funded agencies should submit their spreadsheets f
     January 1-December 31, 2018
  - DIS-funded agencies have a different process currently
- Identify a point-person and a backup at your agency for RSR submission
  - Register both in the RSR Web System (if not already registere the end of January (two different registrations)

### What Should I Do Next?

- Review the RSR Instruction Manual
  - https://targethiv.org/library/rsr-instruction-manual
- Review RSR The Basics Recorded Webinar
  - https://targethiv.org/library/rsr-basics
- Attend the Data Breakouts at the virtual subrecipient meeting on February 19<sup>th</sup>

### What Should I Do Next?

- Register and attend two DART webinars
  - February 6<sup>th</sup>- Completing the RSR Provider Report

Register at: <a href="https://targethiv.org/calendar/completing-rs">https://targethiv.org/calendar/completing-rs</a>
<a href="provider-report-2">provider-report-2</a>

March 6<sup>th</sup> - Reviewing Your Data at Upload: Tools within the Web System

Register at:

https://register.gotowebinar.com/register/869658101790

### Who Should I Call With Questions?

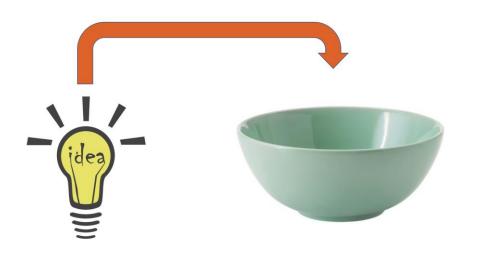
- Start with ISDH
- Contact the existing federal resources
  - HRSA Contact Center If you are having trouble logging into the system
  - Ryan White Data Support If you are having trouble completing Provider Report or need help with the validations
  - The DART Team If you need help with the Upload Completene

You can find all of this information and how to contact them at:

https://targethiv.org/library/rsr-data-ta-brochure









# Answers to YOUR Questions

# Question One (an update)

#### Three questions were asked re: CAREWare in September 2018

- When should we really expect CAREWare?
- When will we have CAREWare? Being able to properly track data goe way to providing proper care.
- When will CAREWare start?

#### **Updated Answer:**

We still anticipate sometime in the second quarter of 2019. The project continues to progress. All contracts between ISDH/MCPHD/AJ Boggs has signed and a project planning meeting has been scheduled for end of J. The impending release of a new version of CAREWare this year could a implementation schedule. A full-scale implementation vs. a phased in implementation is still being evaluated.

### **Question Two**

#### **Question Regarding funding for administration**

Is there a way to get additional dollars to support capacity, in act to our 10% admin dollar max?

#### **Answer:**

As you may know, work has already occurred with a number of agencies to build and support capacity. In some cases, rebate fur may potentially be available to expand other administrative capabilities. If you have specific requests, reach out to Mark, Brideremy for further clarification.

### **Question Three**

#### **Overarching Programmatic Question:**

How can we make sure a client is eligible if a care coordinator doesn'documentation or if we don't' have HIVe access? What does the proceedingibility form look like?

#### **Answer:**

You must have HIVe access to enroll clients and to verify eligibility. En Brittany at <a href="mailto:bsichting@isdh.in.gov">bsichting@isdh.in.gov</a> for access. Once you have access yeither screen shot the HIVe screen after searching for the client, or us welcome letter as proof. We prefer a screenshot of the client record, shows enrollment date and recertification date. We have run into the that clients that are on MSP programs like ADAP, MDAP, and HIAP are showing in the search field for HSP clients. We are fixing that bug, as work with you for those individual clients to make sure eligibility can verified. Those can also be sent to Brittany. If you need step by step directions on how to check eligibility, Brittany is doing over the phone training, PowerPoint training, and on site training depending on the

### **Question Four**

#### **Overarching Programmatic Question:**

Will there be a central place/person to ask programmatic support questions?

#### **Answer:**

Please reach out to either Mark or Brittany. You may also send a request to HSProgram@isdh.in.gov.

### **Question Five**

#### **Overarching Programmatic Question:**

Do you need content from us for the ISDH website? Like info and documents about our organizations and services?

#### **Answer:**

ISDH website is still in development. Awareness and availability agencies and services across the state is a goal for 2019. Eventuinformation about funded organizations and services provided rincluded. ISDH will reach out to organizations as needed when appropriate.

### **Question Six**

#### **Policy Programmatic Question:**

Can we download policy and procedure manual for Ryan White and (

#### **Answer:**

The most recent subrecipient manual relevant for the Part B Supplem Projects is available at (<a href="https://www.in.gov/isdh/17740.htm">https://www.in.gov/isdh/17740.htm</a>)

Click on "Programmatic and Administrative" and then scroll down to "Subrecipient Manual"

### **Question Seven**

#### **Overarching Programmatic Question:**

Can one region refer clients to another region if they don't have that (i.e., mental health, housing, and other supplemental services)

#### **Answer:**

<u>Absolutely!</u> This is a big part of the collaboration that we continue to encourage. In addition, any of the statewide services (MOW, VOA, et available to all regions. Remember...Our eventual goal is a one-stop model of care for all agencies throughout the state with an ability to most Ryan White services utilizing a network of collaboration among agencies.



- New Staff: Ryan White Services Manager
- CAREWare Update
- Eligibility/ADAP Discussions
- Updated Fiscal Policies coming soon
- Next Subrecipient Meeting: February 19, 2019 Virtual
- Next TA call: March 19, 2019

# Subrecipient TA Meeting: Feb. 19<sup>th</sup>



- 9:30-12:30 pm ET
- Approach: Interactive with large & small group discussions w/ brea
- Large group discussions
  - ISDH Updates
  - HIV Care Continuum
  - RSR, RW101, QM, eligibility
  - Town Hall forum
- Small group discussions
  - Networking
  - Deep-dive: 1) RSR/data; 2) eligibility; and 3) quality management
    - Will require pre-registration
    - Divide and conquer!





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