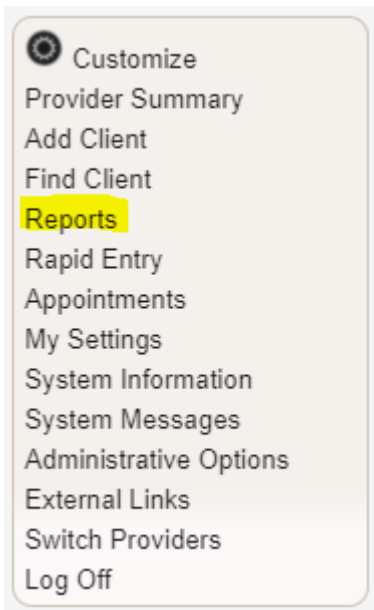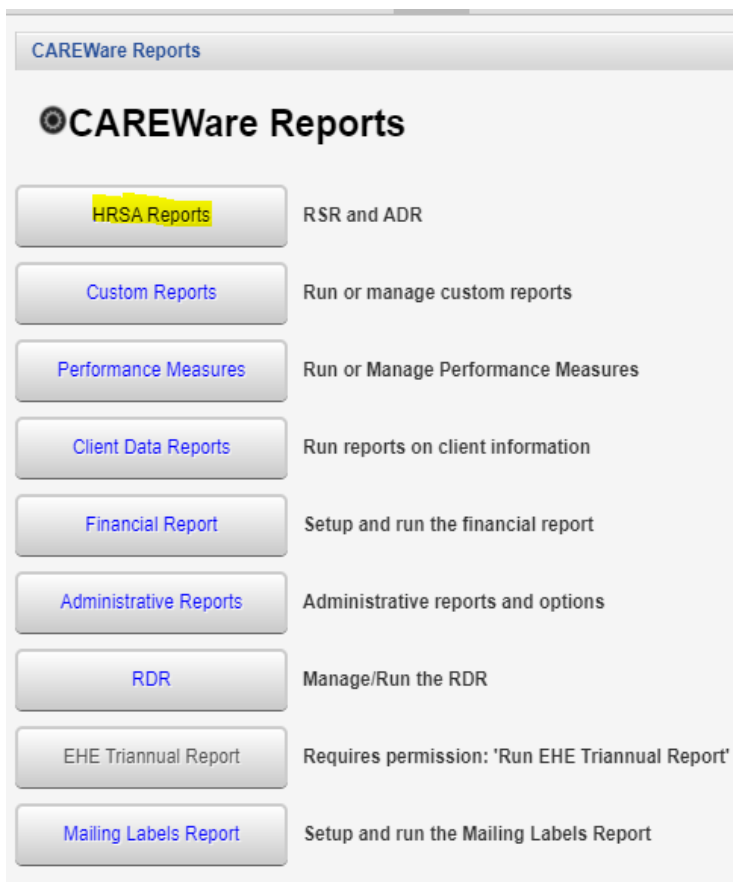The ADR Validation Report lists missing ADR data and provides access to the list of clients missing this data. Using this report to resolve missing client data reduces or eliminates possible alerts and warnings when uploading the ADR Client Report to the HRSA Electronic Handbook. To run the ADR Validation Report:

1. *Click Reports.*

2. Click *HRSA Reports.*

3. Click *ADR Validation Report*.

4. Click *Edit*.
5. Select the *Report Year*.
6. Check *Cross Provider Labs* (If there is shared data between providers).
7. Click *Save*.

8. Click *Run*.

CAREWare Reports > HRSA Reports > ADR Validation Report Settings

Edit   Edit Filter   Run   Back

ADR Validation Report Settings
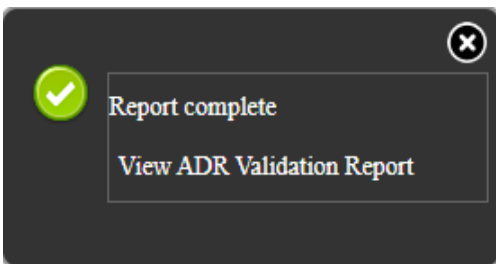
Year: 2020
Begin Date:
End Date:
Cross Provider Labs: ☑
Apply Filter: ☐
Filter Description: Report Filter is empty

Once the ADR Client Report is generated, a Report complete message appears.

Report complete

View ADR Validation Report

9. Click View ADR Validation Report.

The # Errors column shows the number of clients with an error for each validation.

CAREWare Reports > HRSA Reports > ADR Validation Report Settings > ADR Validation Report

View Client List   Back   Print or Export

ADR Validation Report

Search:

Validation Rule	# Errors
Alert: Missing Enrollment Status	0
Error: Invalid EUCI	1
Error: Clients with no duration in medications	0
Error: Clients with Race only set to 'Other'	0
Error: Clients with more than 5 races	0
Error: Clients with Application Approval Date before Application Received Date	0
Error: Clients 'Enrolled, receiving services' with no services	6

To get the list of clients with errors follow the instructions below:

1. Click the *Validation Rule.*
2. Click *View Client List.*

3. Click a client.
4. Click Go To Client.

This opens the client's record to correct the data. Once corrections are made, run the ADR Validaiton Report again to update the number of errors.

The Print or Export button can be used on any of these pages to print the results or the list of clients.