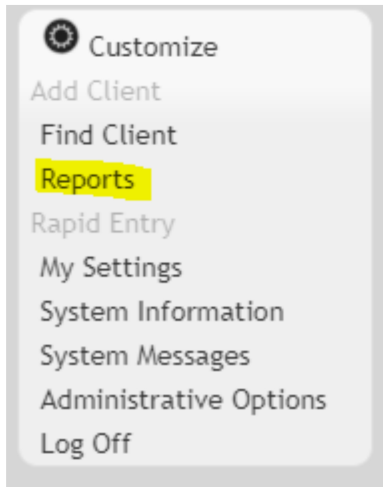


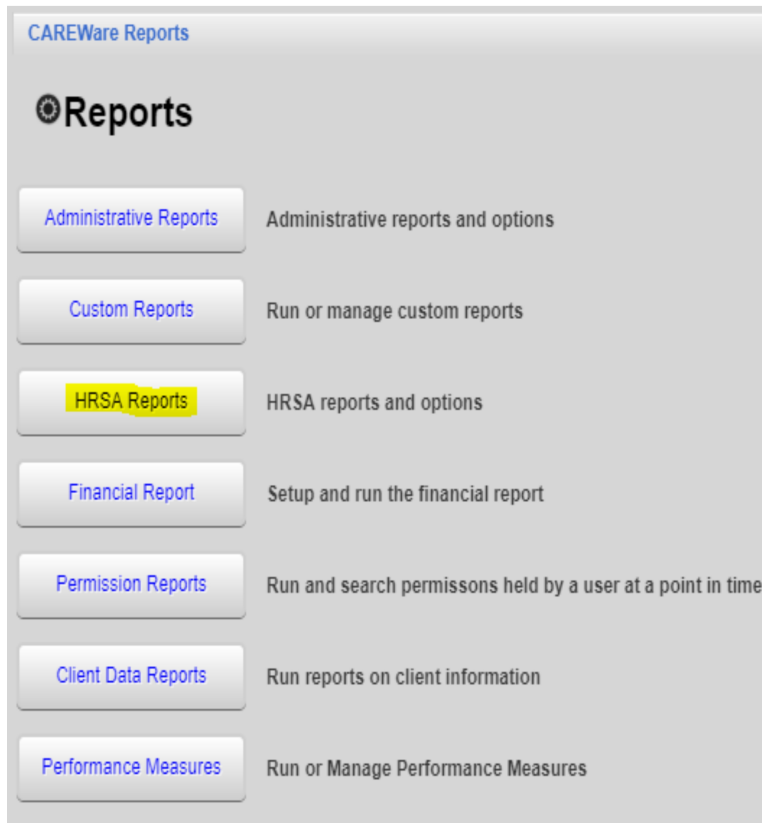
The minimum build required to produce the 2018 RSR export for CAREWare 6 is build 21, and we recommend upgrading to the latest build available [here](#).

To create an RSR Client Report:

1. Click *Reports*.



2. Click *HRSA Reports*.



3. Click *RSR Client Export*.

CAREWare Reports > HRSA Reports

[Back](#)

HRSA Reports

RSR Client Export	Create the RSR Client Export
RSR Viewer	View RSR files
RSR Validation Report	View the RSR Validation Report
ADR Client Export	No description supplied
ADR Viewer	No description supplied
ADR Validation Report	No description supplied

4. Click Edit.

CAREWare Reports > HRSA Reports > RSR Settings

[Edit](#) [Edit Filter](#) [Run](#) [Back](#)

Year:

Provider Name:

Cross Provider Labs:

Apply Filter:

Filter Description:

5. Select 2018 for the *Year*.
6. Select the *Provider Name*.
7. Click Save.

CAREWare Reports > HRSA Reports > RSR Settings

Save Cancel

Year: 2018

Provider Name: Tester

Cross Provider Labs:

Apply Filter:

Filter Description: Report Filter is empty

8. Click *Run*.

CAREWare Reports > HRSA Reports > RSR Settings

Edit Edit Filter Run Back

Year: 2018

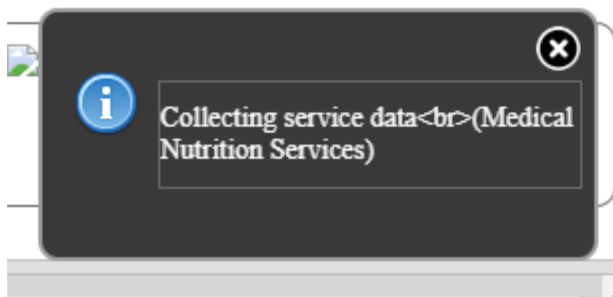
Provider Name: Tester

Cross Provider Labs:

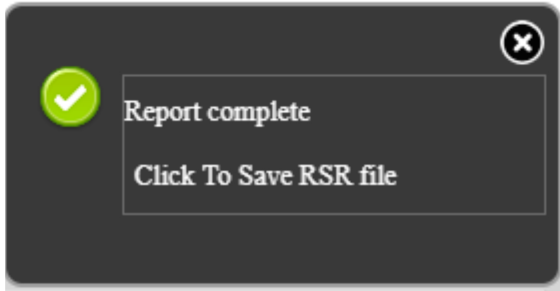
Apply Filter:

Filter Description: Report Filter is empty

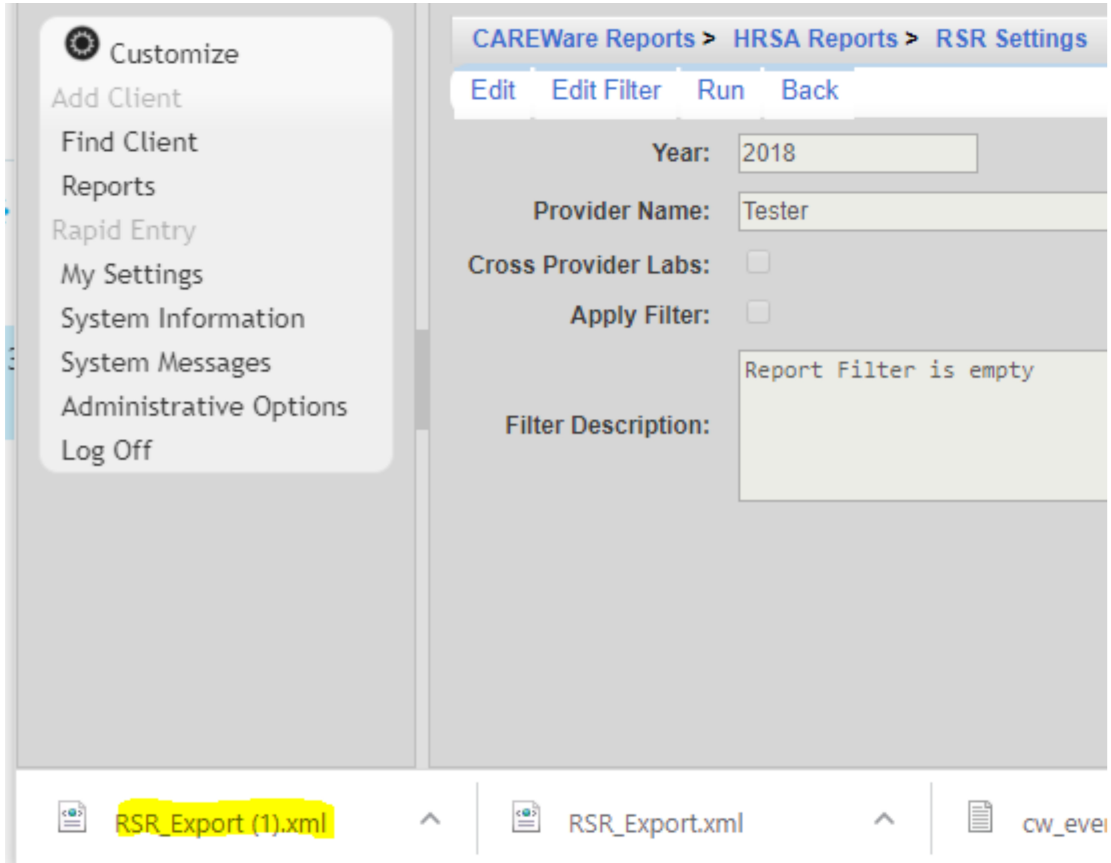
This pop-up in the top right corner indicates the report is running.



Once the RSR Client Report is generated, a “Report complete” message will appear.



9. Click the link to save the *RSR file*.



*Click [here](#) to view an example of the RSR Client Report.

To create an RSR Client Report with filtered results:

CAREWare Reports > HRSA Reports > RSR Settings

Edit Edit Filter Run Back

Year: 2018

Provider Name: Tester

Cross Provider Labs:

Apply Filter:

Filter Description: Report Filter is empty

1. Click *Edit Filter*.

2. Click *Add*.

CAREWare Reports > HRSA Reports > RSR Settings > Edit Filter

Manage Add Move Up Move Down Delete Templates Back Print or Export

Report Filter

Search:

Operator	Paren.	Field Name	Is Not	=
----------	--------	------------	--------	---

- For instruction on how to create report filters click [here](#).

3. Click *Use Field*.

CAREWare Reports > HRSA Reports > RSR Settings > Edit Filter > Add

Use Field Back Print or Export

Report Fields

Search: last elig

Field Name	Keywords	Previous Field Nam	Description
Last Eligibility Field Value		Last Eligibility Field	
Last Eligibility Field Value By Funding		Last Eligibility Field	

4. Complete the *Subfilter* values (If Applicable).

CAREWare Reports > HRSA Reports > RSR Settings > Edit Filter >

Next Cancel Help

The following 3 criteria need completion for the subfilter

1. Field Name

=: ↓

2. Funding Source

=: ↓

3. Cross-Provider

=: ↓

- For instructions on how to complete *Subfilters* click [here](#).

5. Complete the *Filter* values (If applicable).

CAREWare Reports > HRSA Reports > RSR Settings > Edit Filter > Add > L

Save Back

Field Name: Last Eligibility Field Value By Funding

Is Not:

Date Option: Days ↓

=:

>=: 365 Max. days before end date

<=: 0 Min. days before end date

Null:

6. Click *Save*.
7. Once all filters are added, click *Back*.

CAREWare Reports > HRSA Reports > RSR Settings > Edit Filter

Manage Add Move Up Move Down Delete Templates **Back** Print or Export

Report Filter


Search:


Operator	Paren.	Field Name	Is Not	=
		Last Eligibility Field		

8. Click *Edit*.
9. Check *Apply Filter*.
10. Click *Save*.

CAREWare Reports > HRSA Reports > RSR Settings

Save Cancel

Year: 2018 

Provider Name: Tester 

Cross Provider Labs:

Apply Filter:

Filter Description: Last Eligibility Field Value By Funding (Field Name = cw_eligibility.elg_date Funding Source = Part A AND Cross-Provider = No) Between 12/31/2017 AND 12/31/2018

11. Click *Run*.

CAREWare Reports > HRSA Reports > RSR Settings

Edit Edit Filter **Run** Back

Year: 2018

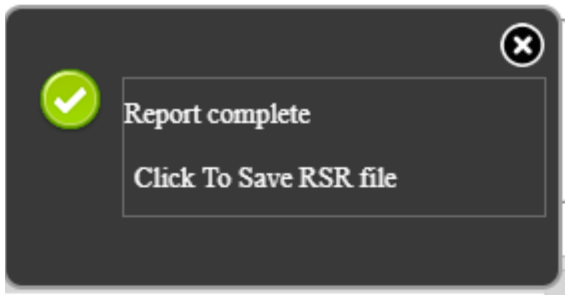
Provider Name: Tester

Cross Provider Labs:

Apply Filter:

Filter Description: Last Eligibility Field Value By Funding (Field Name = cw_eligibility.elg_date Funding Source = Part A AND Cross-Provider = No) Between 12/31/2017 AND 12/31/2018

Once the RSR Client Report is generated, a “Report complete” message will appear.

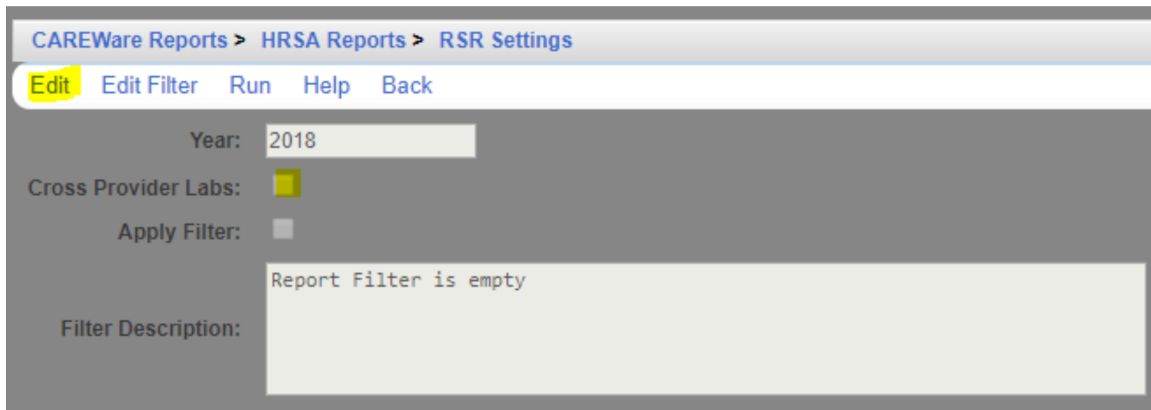


*Click [here](#) to view an example of the RSR Client Report with a custom filter.

In this case, the RSR results only include clients that have an Eligibility history record for Part A funding during 2018.

To include shared clinical data in the RSR:

1. Click *Edit*.
2. Check *Cross Provider Labs*.



CAREWare Reports > HRSA Reports > RSR Settings

Edit Edit Filter Run Help Back

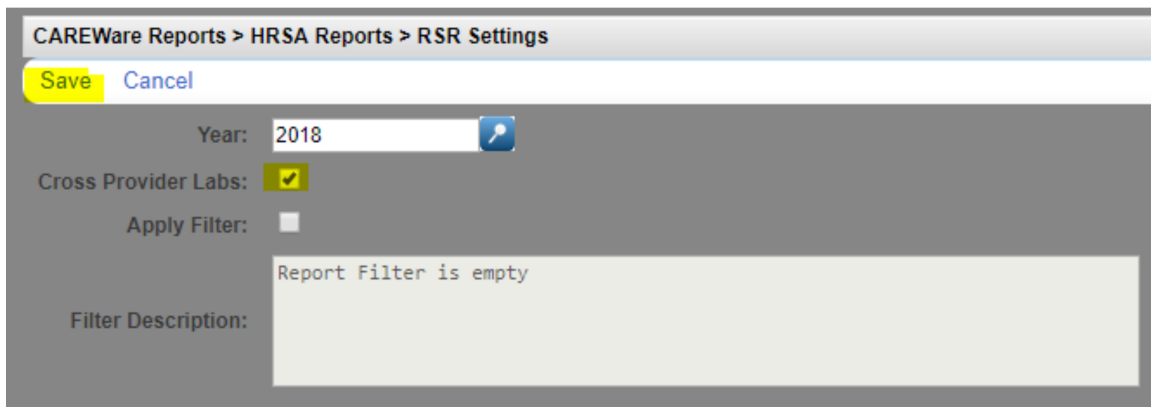
Year: 2018

Cross Provider Labs:

Apply Filter:

Filter Description: Report Filter is empty

3. Click *Save*.



CAREWare Reports > HRSA Reports > RSR Settings

Save Cancel

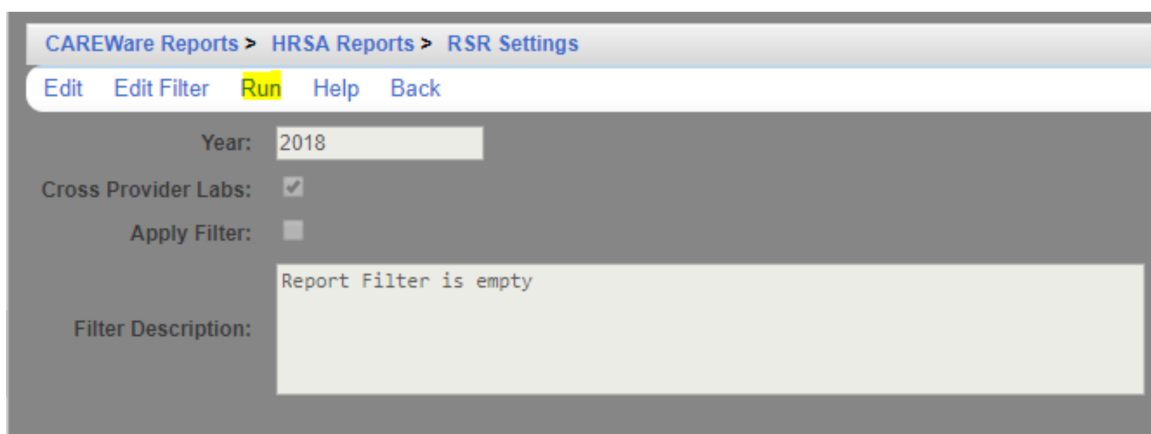
Year: 2018

Cross Provider Labs:

Apply Filter:

Filter Description: Report Filter is empty

4. Click *Run*.



CAREWare Reports > HRSA Reports > RSR Settings

Edit Edit Filter Run Help Back

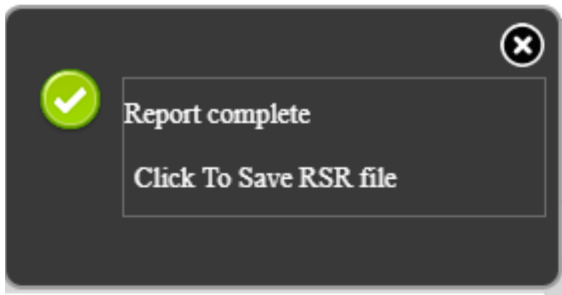
Year: 2018

Cross Provider Labs:

Apply Filter:

Filter Description: Report Filter is empty

Once the RSR Client Report is generated, a “Report complete” message will appear.



*Click [here](#) to view an example of the RSR Client Report with shared lab data.

In this case, the RSR has zero clients missing the CD4 Count lab and zero clients missing the Viral Load lab for questions 49 and 50. Those clients received the labs in another provider domain that shared the results with this provider.