

# 2018 Data Validations for Client-Level Data

### What are data validations?

When you upload your Ryan White Services Report (RSR), data pass through a series of validation checks. These validation checks look for consistency and accuracy in your data to improve your data quality. If your data do not pass a validation check, you may have to explain why or re-upload your report with corrected data.

### Where do I encounter validation checks?

The validation process occurs within the RSR Web System when you upload your client-level data. Go to the Provider Report and under the side menu titled “RSR Report Actions,” click on “Validate.”

### What will I see and how do I respond?

You may encounter three types of notifications:

- **Errors:** Data with errors are not accepted. Edit your source data and re-upload.
- **Warnings:** In response to warnings, you are required to provide an explanation within the RSR Web System. As with errors, you should go back and look at your data to see if any edits should be made.
- **Alerts:** HAB doesn't require that you respond to alerts, but this doesn't mean you shouldn't take any action - go back to your original data to see what is going on.

Page 2 of this document has a summary of the types of issues that lead to errors, warning and alerts in 2017.

### How can I reduce the stress of the validation process?



**Upload early!** Don't wait until the deadline to upload your data. By uploading early, you'll have time to fix issues and submit well before the deadline. The RSR Web System opens in November before the March deadline. Use the Check Your XML feature to validate your data.

**Review any alerts, warnings, or errors that came up last year.** You may find that they occurred because of shortcomings in your data collection or reporting processes that still exist. Modifying these processes can eliminate corresponding notifications.

Many **RSR-Ready Systems** – systems that create the client-level data XML file for you – have **incorporated data validations at the point of data entry**. For example, they make it impossible for you to input service dates before birth dates. If you use an RSR-Ready System, stay tuned for updates and download the latest build. If you don't use an RSR-Ready System, consider programming your data collection processes to reject data inconsistencies. This may require an investment in programming resources, but it is well worth it so many data entry mistakes are eliminated.

**Note:** The complete list of validations is posted on the [TargetHIV website](#).

## RSR in Focus

	Error	Warning	Alert
Client Report Validation Checks	Edit data and re-upload	Review data and explain	Review data
More than one record shares the same eUCI.	●		
Birth year is not reported.	●		
CD4 test dates, viral load test dates or OAHS service dates are after or before the reporting period.	●		
First HIV OAHS service visit date is after the reporting period or OAHS service dates.	●		
Birth year is after reporting period or first OAHS visit date year.	●		
No core medical or support services are reported.		●	
Indeterminate status without risk of mother w/at risk for HIV infection.		●	
Clients with a core medical service or an OAHS service date and are HIV negative.		●	
Poverty level, housing status, medical insurance, OAHS service dates, prescribed ART, CD4 count test results, and viral load test results data are missing.		●	
Clients with first or any OAHS visit dates and no OAHS service visits.		●	
HIV/AIDS status is indeterminate for client over age 2.		●	
Client is male or unknown gender and reported as pregnant or with a pap smear.		●	
Viral load is above 1,000,000 or CD4 is above 3,000 copies/mL		●	
Clients with OAHS linkage date who are HIV-negative, have a linkage date after the reporting period or before HIV positive test date.		●	
Birth year is after OAHS service dates, CD4 tests, viral load test date, HIV diagnosis year, HIV Positive test date, or OAHS linkage date.		●	●
The client is age 90 or older.			●
Clients with HIV positive test date, HIV diagnosis year, or OAHS linkage date after reporting period.			●
Incongruent response for sex at birth and gender. <i>Incongruent assigned if values in multiple files are inconsistent</i>			●
The # of OAHS visits counts is greater than the number of OAHS service visit dates.			●
The # of service visits exceed the yearly limit in the reporting period.			●
Clients with an HIV positive test date or an OAHS linkage date and an HIV negative HIV/AIDS status.			●
Clients with an OAHS service dates and no OAHS service visits.			●

### What's new?

Some messages related to birth year have been escalated to warnings.

Viral load values over 1,000,000 and CD4 values over 3,000 will cause a warning.

Checks on OAHS link date have been added/escalated to warnings.