

# Rapid Start Module by TriYoung, Inc



Rapid Start Data Entry Guide

6/9/2022

# Rapid Start Data Entry and Reporting System

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# Rapid Start Data Entry and Reporting System

## Overview

The focus of the project is to ensure that any clinic within the jurisdiction that uses the Rapid Start protocol has a method for recording the required data elements into a centralized system for common reporting.

CAREWare is a system funded through HRSA for data collection on Ryan White funded activities for PLWH. The extension of the system for Rapid Start allows current providers using CAREWare to have no change in data collection requirements.

## Security

The system is secured using a secure website with Transport Layer Security (TLS) and Two-Factor Authentication (Using the Google Authenticator algorithm) when accessing the system. Each user completes a user agreement which goes through approval and processing. Once Approved the user is sent an email on how to initiate the account and login.

For the Two-Factor authentication the users have the option of using the Google Authenticator Web application on their mobile device or the Win AUTH application installed on a desktop.

## Support

System support and end user support is provided by the team at TriYoung, Inc who are contracted by the jurisdiction for the implementation and support to assist users with any aspect of the system.

## Privacy

The client name information is obscured within the standard database and made available only for use by the provider reporting data on the client. This also means that within the CAREWare system the client Unique Record Number (URN) is also obscured and unsearchable within the database. For example, Joe Client may appear as Xbomsxod Xopweosle. The first and last name are a random generated name that is unrelated to any other element of the client's profile. The name fields are stored in custom fields available to the provider only. No street address or contact information is collected or required for purposes of Rapid Start.

## Rapid Start Data Entry and Reporting System

### Provider View

	Last Name	First Name	MRN	EURN	Date Of Suppression
Select	test	client	159875	Lh04Jllcr	05/01/2019
Select	test	client	313772	5XkwUbQMh	05/14/2019
Select	test	client		H8cwWxp8u	05/04/2019
Select	test	client	314881	j2qHHzfr	05/06/2019
Select	test	clientJill	112233	wZISKjYe	
Select	Test	JulieTestMay	22345	HlBcA4IAb	
Select	Testing	Client	1234543	UfOvvBwGr	
Select	testing	client	5adDgVwS7		05/10/2019
Select	Testing	ClientJulie		eRXkoYHmp	05/03/2019

### CAREWare View

Last Name	First Name	Client ID	Client URN	Client EURN
Testing	Client		CITS0101602U	UfOvvBwGr
XFPFJ	XFPFJEHHRCLYF		XPXP0201951U	HlBcA4IAb
XKAJK	XKAJKTKJQFR		XAXA0201991U	wZISKjYe
XKVFGTDX	XKVFGTDXPDYK		XVXV0101951U	eRXkoYHmp
XMKOU	XMKOUOR		XKXK0101441U	j2qHHzfr
XOOCQ	XOOCQCY		XOXO0101031U	H8cwWxp8u
XVLOE	XVLOEYB		XLXL0813001U	5XwUbQMh
XXHLHRCM	XXHLHRC		XHXH0514671U	5adDgVwS7
XZGWS	XZGWSOO		XGXG0301001U	Lh04Jllcr

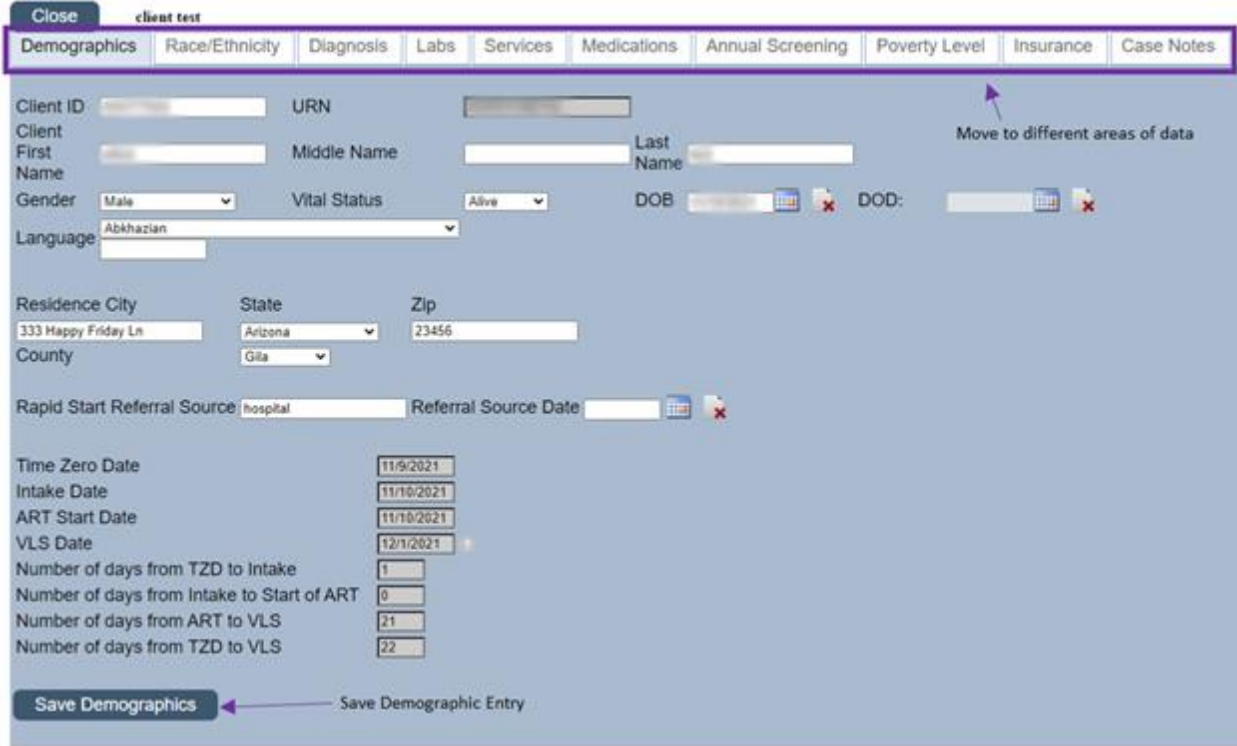
Notice the first client in the CAREWare view you can see the Correct Name fields, this is the standard way a client is created in CAREWare. All other clients in this example are created from within the Rapid Start Interface with obscured name fields. For a standard Ryan White funded clinic, these two views would include the proper client name. This obscured client name enter occurs with non Ryan White Funded clinics only

## Using the System

The system allows you to Add a client or Open an existing client. Opening an existing client can be completed by using the search function or selecting the client from the list of clients on the Main screen. Once you have opened a client record the navigation is done by selecting the proper tab to

## Rapid Start Data Entry and Reporting System

update/enter data.



Close client test

Demographics Race/Ethnicity Diagnosis Labs Services Medications Annual Screening Poverty Level Insurance Case Notes

Client ID: [ ] URN: [ ]

Client Name: First [ ] Middle [ ] Last [ ]

Gender: Male Vital Status: Alive DOB: [ ] DOD: [ ]

Language: Abkhazian

Residence City: 333 Happy Friday Ln State: Arizona Zip: 23456  
County: Gila

Rapid Start Referral Source: hospital Referral Source Date: [ ]

Time Zero Date: 11/9/2021  
Intake Date: 11/16/2021  
ART Start Date: 11/16/2021  
VLS Date: 12/1/2021

Number of days from TZD to Intake: 1  
Number of days from Intake to Start of ART: 0  
Number of days from ART to VLS: 21  
Number of days from TZD to VLS: 22

Save Demographics Save Demographic Entry

### Entering Data

Each tab will have an option to Save the information displayed on the screen. For Labs, Services, Medications, Annual Screening, Poverty Level, Insurance, and Case Notes, you will have the option to edit (except Service entries) or delete entries if needed.

CD4 Count (cells/mm<sup>3</sup>) Expected Maximum: 100000000  
 Viral Load (Copies/mL) Expected Maximum: 100000000

Date: 12/03/2021 Result: 40

Save

	Date	Test	Result	Provider
<a href="#">Edit</a> <a href="#">Delete</a>	12/03/2021	Viral Load	40	Rapid Start - FirstMed
<a href="#">Edit</a> <a href="#">Delete</a>	12/01/2021	CD4 Count	100	Rapid Start - FirstMed
<a href="#">Edit</a> <a href="#">Delete</a>	12/01/2021	Viral Load	200	Rapid Start - FirstMed
<a href="#">Edit</a> <a href="#">Delete</a>	11/22/2021	Viral Load	1500	Rapid Start - FirstMed
<a href="#">Edit</a> <a href="#">Delete</a>	11/22/2021	CD4 Count	600	Rapid Start - FirstMed
<a href="#">Edit</a> <a href="#">Delete</a>	11/11/2021	Viral Load	2999	Rapid Start - FirstMed

## Rapid Start Data Entry and Reporting System

### Date Fields

These fields have a calendar that can display and a button to clear the current value



### Create a New Client

The following fields are required to create the client record. These fields generate the client URN and eURN (encrypted Unique Record Number) used by the CAREWare system.

If the system finds a similar looking client in the Rapid Start provider domain, the user may be presented with a list to confirm if the client is the same. This is helpful to ensure the client is not duplicated in the system.

**Add Client**

Last Name:	<input type="text"/>	First Name:	<input type="text"/>
Middle Name:	<input type="text"/>	Gender:	<input type="text" value="Male"/>
Birth Date:	<input type="text"/>	Estimated:	<input type="checkbox"/>

### Demographic Tab

This tab contains the demographic information on the client to include the Residence city, State, Zip and County for use in reporting. The Medical Record Number (MRN) is a field for recording the unique record number for the client in the clinics Electronic Medical Record (EMR). This field is used if any data integration is to be used like HL7 or regular data imports.

Close client test

Demographics
Race/Ethnicity
Diagnosis
Labs
Services
Medications
Annual Screening
Poverty Level
Insurance

Client ID	<input type="text"/>	URN	<input type="text"/>
Client First Name	<input type="text"/>	Middle Name	<input type="text"/>
Client Last Name	<input type="text"/>	Last Name	<input type="text"/>
Gender	<input type="text" value="Male"/>	Vital Status	<input type="text" value="Alive"/>
Language	<input type="text" value="Abkhazian"/>	DOB	<input type="text"/>
		DOD:	<input type="text"/>

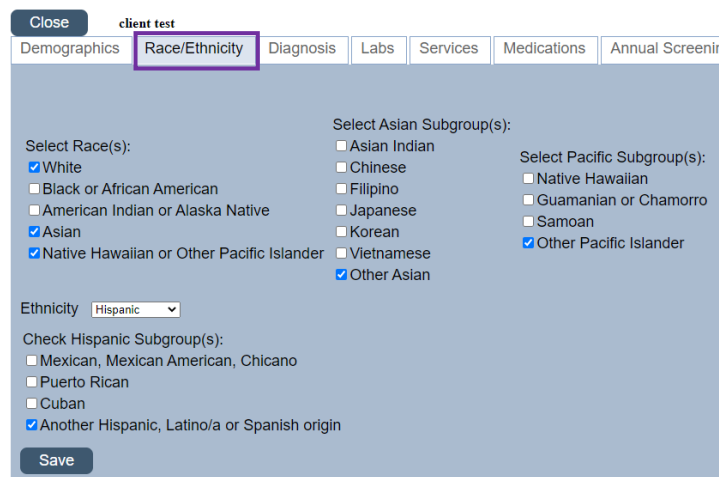
## Rapid Start Data Entry and Reporting System

Rapid Start Referral Source  Referral Source Date

Key Field for Calculations are the Referral Source Date. This field is used to determine the first date the clinic was aware of the client when that date is different from the actual Diagnosis Date.

### Race/Ethnicity Tab

This tab should require minimal updating and would most likely be entered when the client is initially added to the system. When a selection requires additional subgroup information, it will be displayed as a second set of options to select from.



client test

Demographics **Race/Ethnicity** Diagnosis Labs Services Medications Annual Screeni

Select Race(s):

- White
- Black or African American
- American Indian or Alaska Native
- Asian
- Native Hawaiian or Other Pacific Islander

Ethnicity

Select Asian Subgroup(s):

- Asian Indian
- Chinese
- Filipino
- Japanese
- Korean
- Vietnamese
- Other Asian

Select Pacific Subgroup(s):

- Native Hawaiian
- Guamanian or Chamorro
- Samoan
- Other Pacific Islander

Check Hispanic Subgroup(s):

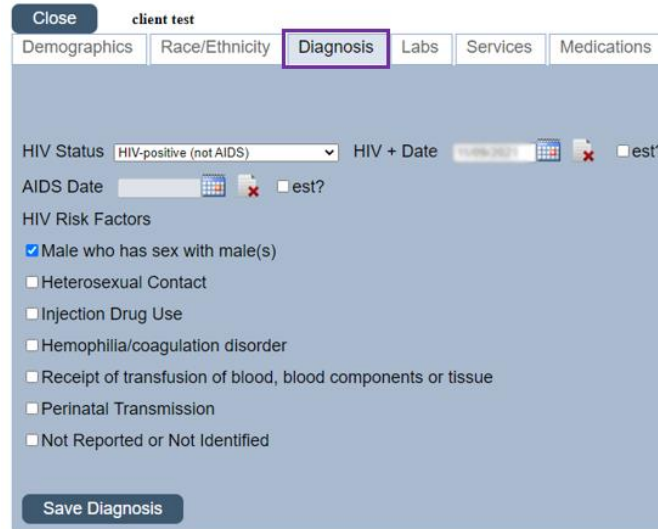
- Mexican, Mexican American, Chicano
- Puerto Rican
- Cuban
- Another Hispanic, Latino/a or Spanish origin

Save

### Diagnosis Tab

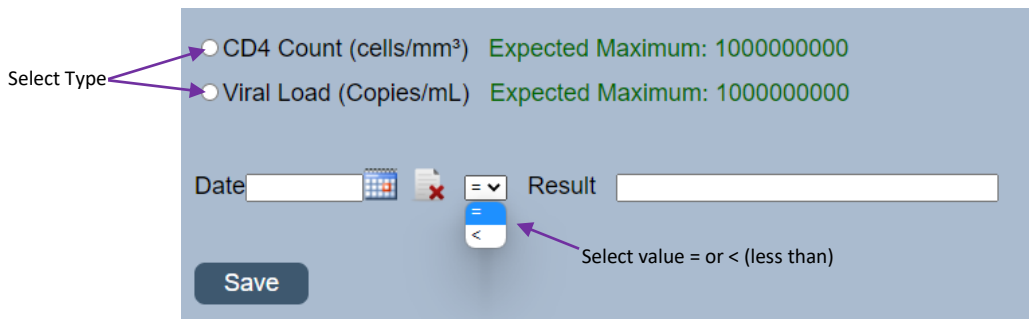
This tab indicates when the client was initially diagnosed with HIV/AIDS and the Risk Factors the client identified. Updates would be needed if the client's diagnosis changes to AIDS. Risk Factors are considered a client reporting field and typically is collected at initial intake with.

## Rapid Start Data Entry and Reporting System



### Lab Tab

This is the area to report CD4/Viral Load lab results over time. This is where the system determines when the client becomes virally suppressed.



### Med Visits Tab


This is the area to report medical visits over time. This is where the system determines when medical care services start and if the client is retained in care.

Here, enter a date, click Add Service, then populate the Service Name. Please make sure other dropdown boxes for Service Category and Service Contract are populated as well before saving.





## Rapid Start Data Entry and Reporting System



Demographics | Race/Ethnicity | Diagnosis | Labs | **Services**

Visit Date: 01/01/2022

**Change Service Date**

Service Name: Medical Visit

Service Category: Outpatient/Ambulatory Health Services

Service Contract: Rapid Start OAHs Services

**Save Service**

### Medications Tab

This is the area to report ART medications over time. This is where the system determines when the first ART's were started for the client.



Demographics | Race/Ethnicity | Diagnosis | Labs | Services | **Medications**

Medication Name: [dropdown]

Start Date: [calendar icon]

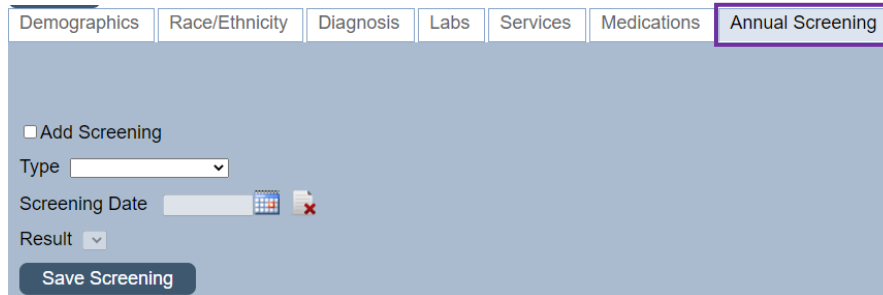
End Date: [calendar icon]

**Save**

## Rapid Start Data Entry and Reporting System

### Annual Screening Tab



This is the area to insert Annual Screenings for a client. This covers entries for screenings like Mental Health, Substance Abuse, and Housing Arrangement.



Demographics Race/Ethnicity Diagnosis Labs Services Medications **Annual Screening**

Add Screening

Type

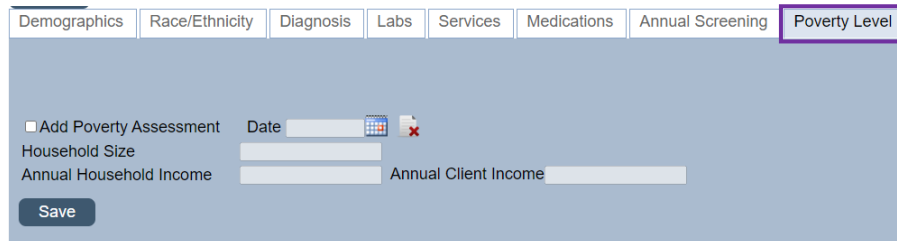
Screening Date   

Result



**Save Screening**

### Poverty level Tab

This is the area to report a client's poverty level assessment. To fill this page, enter the client's household size, annual household income, and annual client income (only if Household size is greater than 1).



Demographics Race/Ethnicity Diagnosis Labs Services Medications Annual Screening **Poverty Level**

Add Poverty Assessment Date   

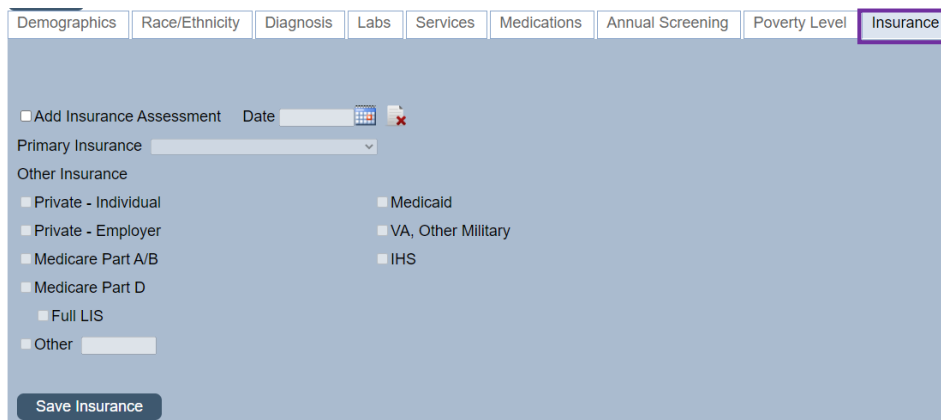
Household Size

Annual Household Income  Annual Client Income



**Save**

### Insurance Tab

This is the area to report the client's insurance coverage. Here, a Primary Insurance should be selected from the Primary Insurance dropdown, with any secondary insurances checked below before saving.



Demographics Race/Ethnicity Diagnosis Labs Services Medications Annual Screening Poverty Level **Insurance**

Add Insurance Assessment Date   

Primary Insurance

Other Insurance

Private - Individual  Medicaid

Private - Employer  VA, Other Military

Medicare Part A/B  IHS

Medicare Part D

Full LIS

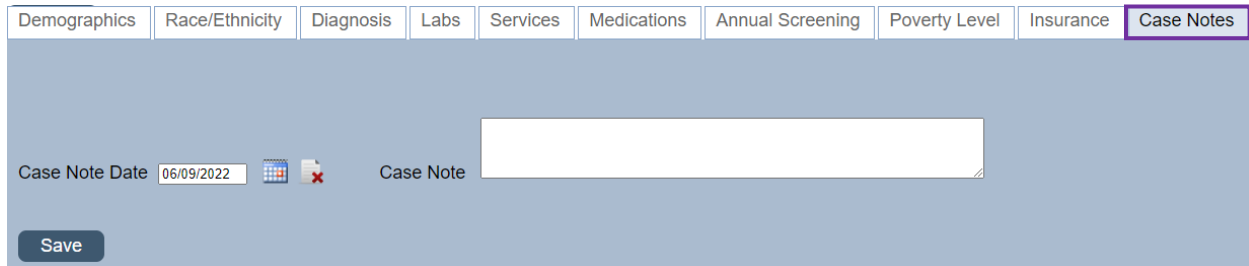
Other

**Save Insurance**

## Rapid Start Data Entry and Reporting System

### Case Notes Tab

This is the area to enter case notes for the client.



### Calculated Fields

These date fields are used in the key measures for the Rapid Start Protocol.

Time Zero Date	1/22/2020
Intake Date	1/25/2020
ART Start Date	1/31/2020
VLS Date	7/15/2020
Number of days from TZD to Intake	3
Number of days from Intake to Start of ART	6
Number of days from ART to VLS	166
Number of days from TZD to VLS	175

**TZD (Time Zero Date):** Diagnosis date or referred date, first date provider is aware of client

**ART (Anti-Retroviral Treatment):** When the client was prescribed anti-retroviral treatment

**DIAGNOSIS DATE:** Day/Month/Year that patient was confirmed with a positive HIV diagnosis.

**INTAKE:** Initial visit following diagnosis where patient sees a Doctor or Clinical Professional. Usually including confirmatory lab tests, CD4 and Viral Load tests, counseling and prescription for Anti-Retroviral Treatment (ART).

**ART Initiation:** Patient takes initial dose of Anti-Retroviral Treatment.

**Virally Suppressed:** Viral Load test is <200 C/mL.

**Virally Undetectable:** Viral Load test is <50C/mL.

**Retention in Care:** Percent of patients who had at least two HIV medical care encounters at least 90 days apart during 12-month measurement period

**TZD to Intake:** Number of calendar days from Time Zero Date until first medical visit.

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**Intake to ART Initiation:** Number of calendar days from initial medical visit until first dose of ART is taken.

**ART to Suppression:** Number of calendar days from initial ART medication taken until Virally Suppressed (<200 C/mL).

**TZD to Suppression:** Number of calendar days from initial positive HIV diagnosis until Viral Load is < 200 C/mL.

## Rapid Start Data Entry and Reporting System

### Data Selection Options

#### Ethnicity

- Non Hispanic
- Hispanic**

#### Gender

- Male
- Female
- Transgender Other
- Transgender MtF
- Transgender FtM
- Refused to Report
- Unknown

#### HIV Status

- HIV-positive (not AIDS)**
- HIV-positive (AIDS status unknown)
- CDC defined AIDS
- HIV-negative (affected)
- HIV-indeterminate

#### Vital Status

- Alive**
- Deceased
- Unknown

#### Annual Screening

- Housing Arrangement**
- Mental Health
- Substance Abuse

#### Primary Insurance

- Private - Employer
- Private - Individual
- VA, Tricare and other military health care
- IHS
- Medicare Part C
- High Risk Insurance
- Association Plan
- Medicare (unspecified)
- Medicaid
- No Insurance
- Other
- Medicare Part A/B
- Medicare Part D

## Rapid Start Data Entry and Reporting System

### Race/Ethnicity Subgroups

Asian	Hispanic	Native Hawaiian or Pacific Islander
Select Asian Subgroup(s): <input type="checkbox"/> Asian Indian <input type="checkbox"/> Chinese <input type="checkbox"/> Filipino <input type="checkbox"/> Japanese <input type="checkbox"/> Korean <input type="checkbox"/> Vietnamese <input type="checkbox"/> Other Asian	Check Hispanic Subgroup(s): <input type="checkbox"/> Mexican, Mexican American, Chicano <input type="checkbox"/> Puerto Rican <input type="checkbox"/> Cuban <input checked="" type="checkbox"/> Another Hispanic, Latino/a or Spanish origin	Select Pacific Subgroup(s): <input type="checkbox"/> Native Hawaiian <input type="checkbox"/> Guamanian or Chamorro <input type="checkbox"/> Samoan <input type="checkbox"/> Other Pacific Islander