



# Successful Submission Strategies Uniform Data System (UDS) Reporting

*Nov. 16, 2023, 1:00–2:30 p.m. ET*

**Jillian Maccini, MBA**  
**Training and Technical Assistance Specialist**  
**John Snow, Inc.**  
Bureau of Primary Health Care (BPHC)

**Vision: Healthy Communities, Healthy People**



# Opening Remarks

---

**Lorraine Burton**

**Data and Evaluation Division**

**Office of Quality Improvement**

**Bureau of Primary Health Care (BPHC)**

**Health Resources and Services Administration (HRSA)**



# Objectives of the Webinar

**By the end of this webinar, participants will be able to**

- Understand the importance of Uniform Data System (UDS) data collection and reporting.
- Identify at least three data checks to conduct before submitting a UDS Report.
- Describe at least one Electronic Handbooks (EHBs) report and tool that can assist with successful UDS submission.
- Describe one tip for working through a UDS review and/or working with your reviewer.
- Identify at least one way to access UDS reporting support.



# Agenda

---

- Review the importance of UDS data
- Identify steps to prepare for a successful UDS submission
- Learn how to navigate the EHBs and key EHBs tools
- Review steps to manage the UDS review process
- Questions and answers



# Poll #1

---

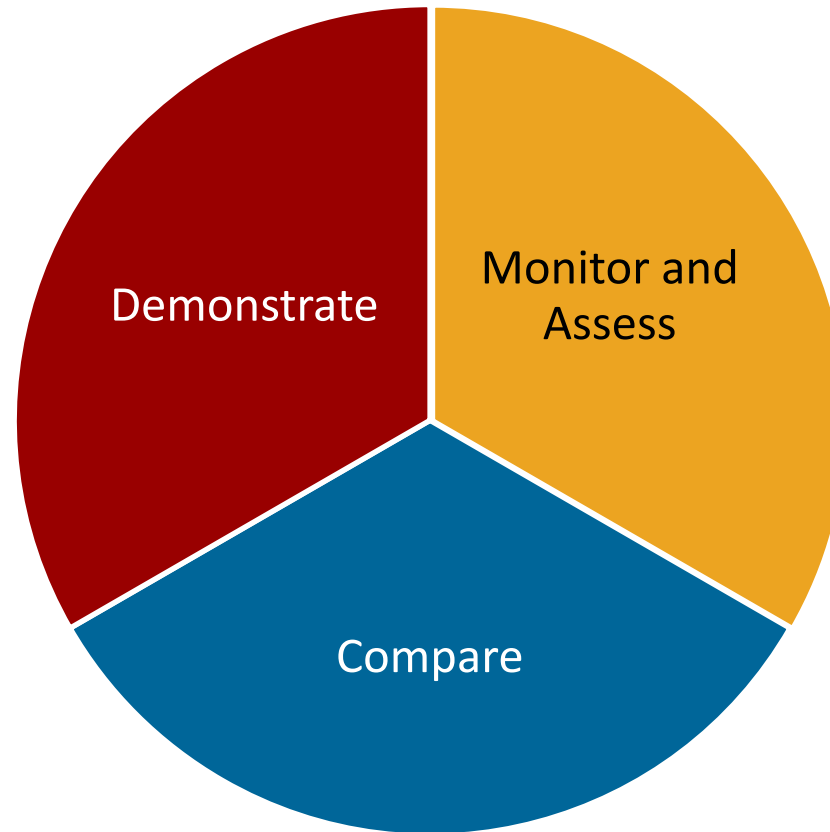
## How do you or your health center use UDS data? (Select all that apply.)

- Share data with the Board of Directors
- Monitor year-to-year trends
- Include data in grant or funding reports and applications
- Share with stakeholders in our community
- Inform quality improvement efforts
- Other: Please describe



# Importance of UDS Reporting

Demonstrate the **patients** served by your health center, the **services** they received, **outcomes** they had, and the **costs and revenues** supporting those patients and services.



Monitor and assess your **patient population** and clinical, operational, and financial **performance**. Support continuous **quality improvement**.

Compare your data with your peers **locally, within the state, or nationally.**

# Let's Hear from You

## Why are your UDS data important?

- Chat in your response.



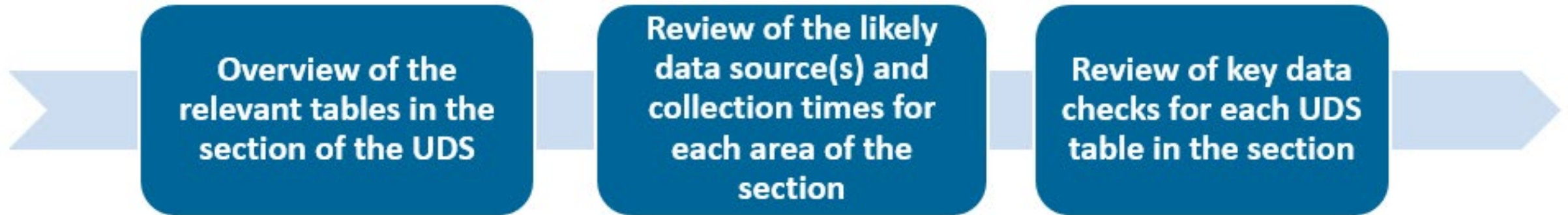
# Preparing for a Successful Submission

## Key Data Checks for UDS Submission





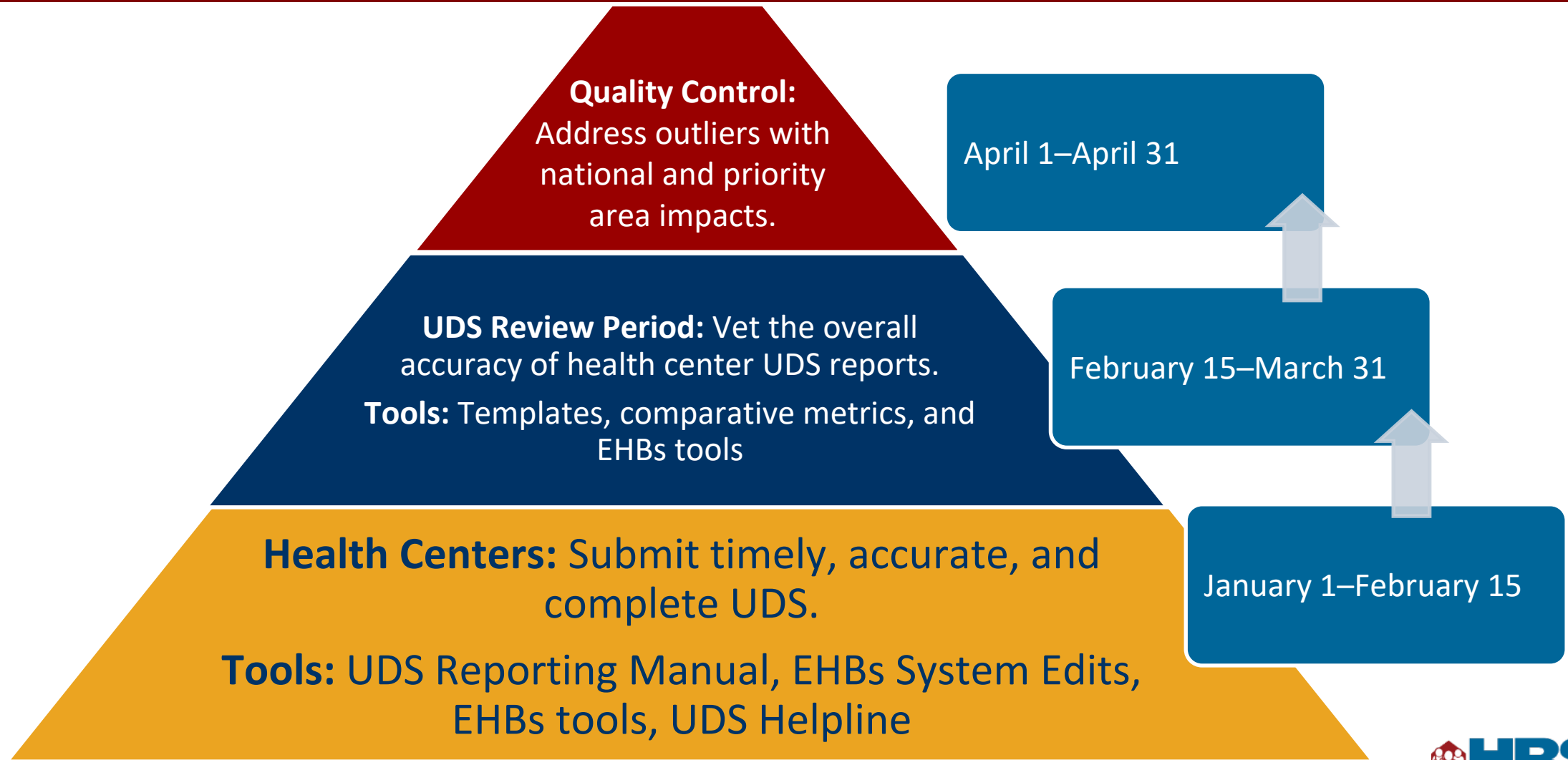
# Success Strategies for UDS Sections



## Sections and their tables include

| Patient Demographics           | Staffing and Utilization | Clinical Services and Performance | Operational and Financial | Forms                  |
|--------------------------------|--------------------------|-----------------------------------|---------------------------|------------------------|
| ZIP Code; Tables 3A, 3B, and 4 | Tables 5                 | Tables 6A, 6B, and 7              | Tables 8A, 9D, and 9E     | Appendices D, E, and F |

# Accurate UDS Reports: Three-Tiered Process



# Patient Demographic Tables

## ZIP Code, 3A, 3B, and 4

| Table           | Description                                                                              |
|-----------------|------------------------------------------------------------------------------------------|
| <b>ZIP Code</b> | Patients by ZIP Code and Insurance                                                       |
| <b>3A</b>       | Patients by Age and Sex Assigned at Birth                                                |
| <b>3B</b>       | Patients by Race, Ethnicity, Language, and Sexual Orientation and Gender Identity (SOGI) |
| <b>4</b>        | Patients by Income, Insurance, Managed Care Enrollment, and Special Population Status    |



# Table 4: Selected Patient Characteristics Data Collection

| Section of Table 4                       | Data Sources                                      |                              |                                | When Data Are Collected |                       |                       |
|------------------------------------------|---------------------------------------------------|------------------------------|--------------------------------|-------------------------|-----------------------|-----------------------|
|                                          | Electronic Health Record (EHR) or Internal System | Other Sources (e.g., Payers) | External Providers, Labs, etc. | Patient Registration    | Payer Enrollment Data | Visit, Encounter      |
| Income as a Percent of Poverty Guideline | ✓                                                 |                              |                                | ✓                       |                       |                       |
| Primary Medical Insurance                | ✓                                                 |                              |                                | ✓                       | ✓                     | Confirm at each visit |
| Managed Care Utilization                 |                                                   | ✓                            |                                |                         | ✓                     |                       |
| Special Populations                      | ✓                                                 |                              |                                | ✓                       |                       | Confirm at visit      |



# Key Data Checks for Patient Demographic Tables

## ZIP Table

**Unknown ZIP Codes:** If there is a large increase in unknown ZIP codes from prior year, review data to be sure only health center patients who have gone through registration/intake and have a countable visit during the calendar year are included.

## Table 3B

**Race and Ethnicity:** It is unlikely that one of the *new race or ethnicity sub-categories* would be **larger** than the total of that race/ethnicity category last year.

**SOGI:** It is not typical for *all* patients to be reported as Male or Female. There are likely patients for whom the data are not collected, who choose not to disclose, who are transgender, or who select something else.

## Table 4

**CHIP:** If greater than 10% of patients with CHIP are adults 18+, review and explain.

**Special Populations:** Confirm public housing is reported based on site, not based on patient characteristics. Confirm that school-based health center patients are only reported if you have an in-scope school-based service site.

# Staffing and Utilization

## Table 5 and Selected Service Detail Addendum



| Table    | Description                                        |
|----------|----------------------------------------------------|
| 5        | Staffing, Visits, and Patients by Service Category |
| Addendum | Integrated Behavioral Health Services              |

# Table 5 and Selected Service Detail Addendum Staffing and Utilization

| Section of Table 5               | Data Sources |                         |                                | When Data Are Collected |                                |
|----------------------------------|--------------|-------------------------|--------------------------------|-------------------------|--------------------------------|
|                                  | EHR          | Other System (Internal) | External Providers, Labs, etc. | Visit, Encounter        | Year-End Admin/ Financial Data |
| <b>Staffing and Utilization</b>  |              |                         |                                |                         |                                |
| FTEs                             |              | ✓                       |                                |                         | ✓                              |
| Clinic Visits and Virtual Visits | ✓            | ✓                       | ✓                              | ✓                       |                                |
| Patients                         | ✓            |                         | ✓                              | ✓                       |                                |
| <b>Selected Service Addendum</b> |              |                         |                                |                         |                                |
| Personnel                        |              | ✓                       |                                |                         | ✓                              |
| Clinic Visits and Virtual Visits | ✓            |                         |                                | ✓                       |                                |
| Patients                         | ✓            |                         |                                | ✓                       |                                |



# Key Data Checks for Staffing and Utilization

## Table 5

**Virtual visits** may have changed compared to last year, as telehealth may be increasing or waning, depending on your clinic.

There are **several new pharmacy lines**, *but* unless you have hired new staff, the total FTE across the pharmacy lines is likely to be similar to total pharmacy FTEs last year.

**Productivity** (defined as visits per 1.0 full-time equivalent [FTE]) may vary year over year, but rarely exceeds 3,500 per provider.

Hourly personnel with no or reduced benefits who work more than full-time (i.e., overtime) will have an FTE greater than 1.00.

## Table 5 Addendum

**Mental health visits on the addendum** *cannot exceed* medical visits on the main section of Table 5. The sum of mental health visits on the addendum and mental health visits on the main part of Table 5 (Line 20) should not exceed mental health visits on Table 6A.

**Substance use disorder (SUD) visits on the addendum** cannot exceed total medical and mental health visits on the main section of Table 5. The sum of SUD visits on the addendum and SUD visits on the main part of Table 5 (Line 21) should not exceed total SUD visits on Table 6A.

**Compare personnel** on addendum to FTEs.



# Clinical Services and Quality of Care Indicators

## Tables 6A, 6B, and 7

| Table | Description                     |
|-------|---------------------------------|
| 6A    | Selected Diagnoses and Services |
| 6B    | Quality of Care Measures        |
| 7     | Health Outcomes and Disparities |



# Table 6A: Selected Diagnoses and Services Rendered Data Collection

| Section of Table 6A | Data Sources |                                 | When Data Are Collected |                               |
|---------------------|--------------|---------------------------------|-------------------------|-------------------------------|
|                     | EHR          | External Providers*, Labs, etc. | Visit, Encounter        | Year-End Admin/Financial Data |
| Visits              | ✓            | ✓                               | ✓                       |                               |
| Patients            | ✓            | ✓                               | ✓                       |                               |

\*External providers includes services paid for by health center and/or results returned to the health center to read and provide to patient.

# Key Data Checks for Services Rendered

## Table 6A

All reporting on Table 6A is specific to **health center patients**.

- Patient must have a countable visit on Table 5 and be included on demographic tables to be counted on Table 6A.
- UDS reporting does not include mass testing/screening, tests done for the community, etc.

Typically, **visits per patient** for each service line on Table 6A will not exceed 2.0, with some exceptions.

**Total medical visits** on Table 6A average 50% of total medical visits on Table 5.

**Total dental visits** on Table 6A tend to exceed dental visits on Table 5.

Value sets have been added, where available. Be sure this doesn't result in double counting. It is not expected that the addition of value sets will notably change reporting from prior year.



# Tables 6B and 7

## Clinical Services and Performance Data Collection

| Section of Tables 6B and 7                        | Data Sources |                                | When Data Are Collected |                  |
|---------------------------------------------------|--------------|--------------------------------|-------------------------|------------------|
|                                                   | EHR          | External Providers, Labs, etc. | Patient Registration    | Visit, Encounter |
| <b>Table 6B: Quality of Care Measures</b>         |              |                                |                         |                  |
| Prenatal Patient Age and Entry into Care          | ✓            | ✓                              | ✓                       | ✓                |
| Clinical Quality Measures                         | ✓            | ✓                              | ✓                       | ✓                |
| <b>Table 7: Health Outcomes &amp; Disparities</b> |              |                                |                         |                  |
| Deliveries and Birthweights: Section A            | ✓            | ✓                              | ✓                       | ✓                |
| Hypertension and Diabetes                         | ✓            | ✓                              | ✓                       | ✓                |



# Key Data Checks for Clinical Quality Measures

## Table 6B

The number of patients who meet the criteria for inclusion in a measure, known as the **denominator**, may be notably different from 2022, as a result of the change to including patients who have *any* countable UDS visit in the year AND have a qualifying encounter, as defined by the measure specifications and associated value sets for each selected measure.

The portion of patients who meet performance, known as the **numerator**, may vary year over year. These variations may be due to changes in your services or sites and/or changes to the measure by the measurement steward.

## Table 7

**This table now has additional race and ethnicity subcategories for each of the three measures, consistent with Table 3B.**

**Deliveries and birth outcomes** for prenatal patients must be reported, whether those were provided in-house or by referral.

Consider the number of hypertension and diabetes diagnoses on Table 6A compared to the denominators of the **hypertension and diabetes** reporting on this table. The numbers should not be the same on the two tables because they have different parameters.

# Reminders about Clinical Quality Measures

For all Table 6B and 7 measures that are electronic-specified clinical quality measures (eCQMs) (which is most!), it is critically important to refer to the measure specifications in the Electronic Clinical Quality Improvement (eCQI) Resource Center and the value sets, which define eligible codes, in the Value Set Authority Center (VSAC).

Table 6B and 7 sections of the [UDS Manual](#) *summarize* clinical measure information and provide UDS-specific insight.

Materials available on the [HRSA UDS Training and Technical Assistance \(TTA\) site](#) summarize clinical measure specifications.

[eCQI Resource Center](#) is the national, central repository for clinical measure specifications, as defined by measure stewards.

Each eCQM in the eCQI Resource Center lays out in clinical quality language (CQL) how the measure works and with what data elements (e.g., value sets).

The [Value Set Authority Center \(VSAC\)](#), which requires a login, is where the details of each value set, including what codes they are comprised of, can be found.



**All of the above information is needed to fully grasp and accurately report UDS clinical quality measures!**



# Operational and Financial Tables

## Tables 8A, 9D, and 9E



| Table     | Description             |
|-----------|-------------------------|
| <b>8A</b> | Financial Costs         |
| <b>9D</b> | Patient Service Revenue |
| <b>9E</b> | Other Revenue           |

# Operational Costs and Revenue Data Collection

| Section of<br>Tables 8A, 9D,<br>and 9E | Data Sources |          |                                |                                    | When Data Are Collected |                             |                     |                                         |
|----------------------------------------|--------------|----------|--------------------------------|------------------------------------|-------------------------|-----------------------------|---------------------|-----------------------------------------|
|                                        | EHR          | Pharmacy | Other<br>Systems<br>(Internal) | Other<br>Sources<br>(e.g., Payers) | Patient<br>Registration | Payer<br>Enrollment<br>Data | Visit,<br>Encounter | Year-End<br>Admin,<br>Financial<br>Data |
| 8A:<br>Financial Costs                 |              | ✓        | ✓                              |                                    |                         |                             |                     | ✓                                       |
| 9D:<br>Patient-Service<br>Revenue      | ✓            | ✓        | ✓                              | ✓                                  | ✓                       | ✓                           | ✓                   | ✓                                       |
| 9E:<br>Other Revenue                   |              |          | ✓                              |                                    |                         |                             |                     | ✓                                       |





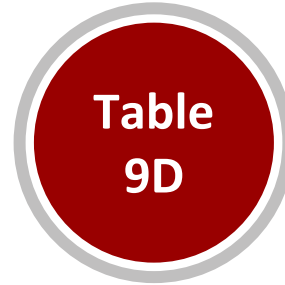
# Key Data Checks for Operational and Finance Tables



**Review Table 8A and Table 5 together** to verify they are reported consistently.

Notable changes on Table 5, such as significant decreases in FTEs or visits, are likely to appear on Table 8A as well.

Report non-cash donations on Line 18.



Confirm **charges** (Column A) are reported based on fee schedule for services provided (e.g., CPT codes), not based on reimbursement.

An **increase in visits** on Table 5 often results in an **increase in charges** on Table 9D, and vice versa.



Be sure to report money **drawn down in 2023 only**, by the entity from which it was received.

Confirm that no **loans or 340B pharmacy** revenue are reported on this table.

Grant revenue received from **BPHC are reported on Lines 1a–1q**. All other federal grant revenue are reported on Lines 2–3b.

# Other Forms in the UDS

## Form

**Appendix D:** Health Information Technology (HIT) Capabilities Form

**Appendix E:** Other Data Elements Form

**Appendix F:** Workforce Form



# Key Data Checks for Appendix Forms



Many questions on this form can be answered **sooner rather than later** (except for social determinants of health screening).

If you are doing **social risk screening**, select “Yes,” identify the screener, and report the count of total patients who were screened and total who screen positive in each category.



The medications for opioid use disorder (MOUD) questions here have changed, no longer limited to medication-assisted treatment (MAT) (buprenorphine) provided by Drug Addiction Treatment Act of 2000 (DATA) waived providers, as the waiver is no longer required.

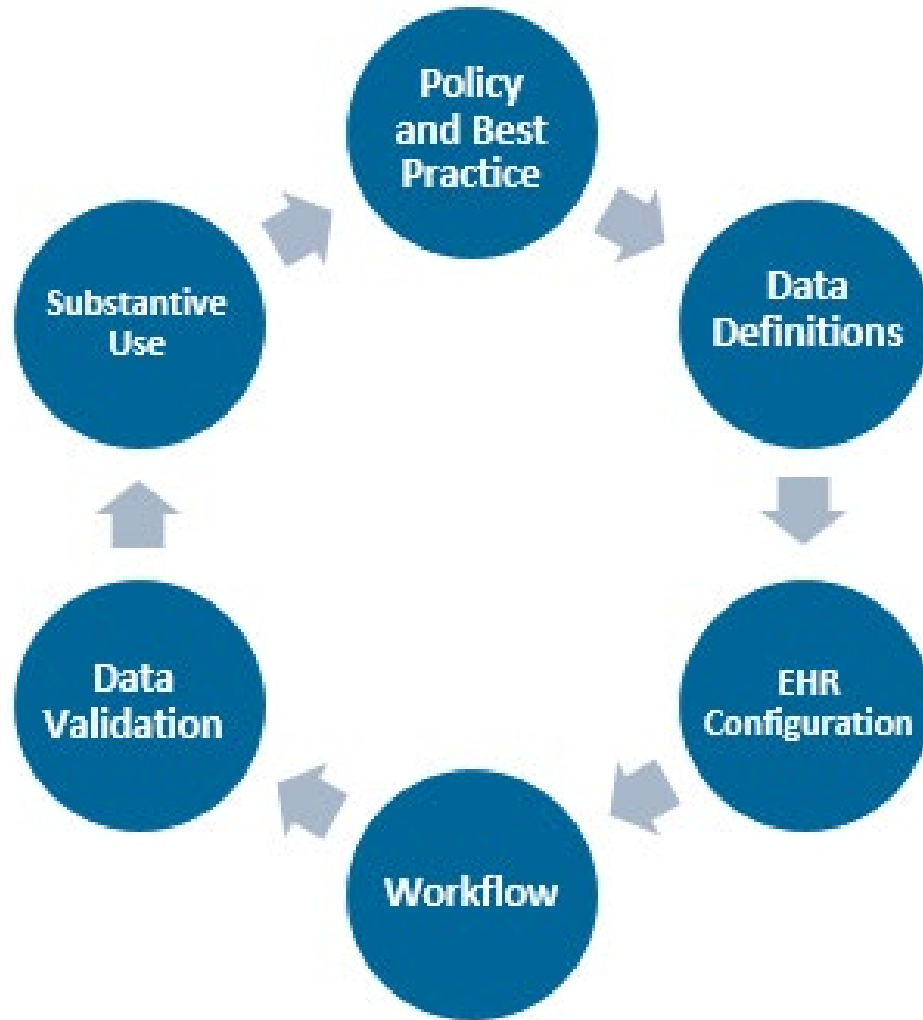
Telemedicine reporting on this form includes all **services provided via telehealth** in the calendar year; no need to limit to those that generated countable visits.



Only report health professional development education/training– this means **internal** professional development, continuing medical education, or staff training are not included.

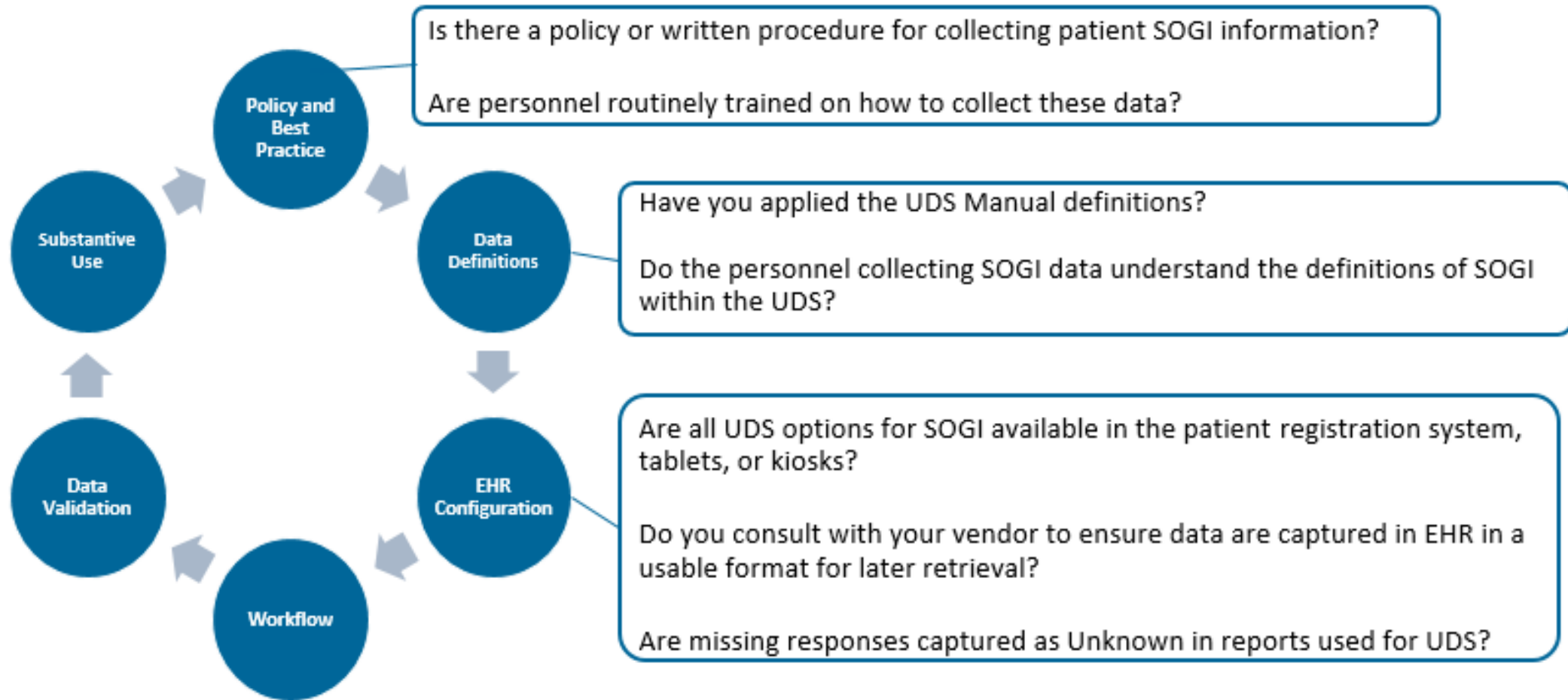
Note that the final questions are asking about **satisfaction of personnel**, *not* patient satisfaction surveys.

# Overview of Data Life Cycle

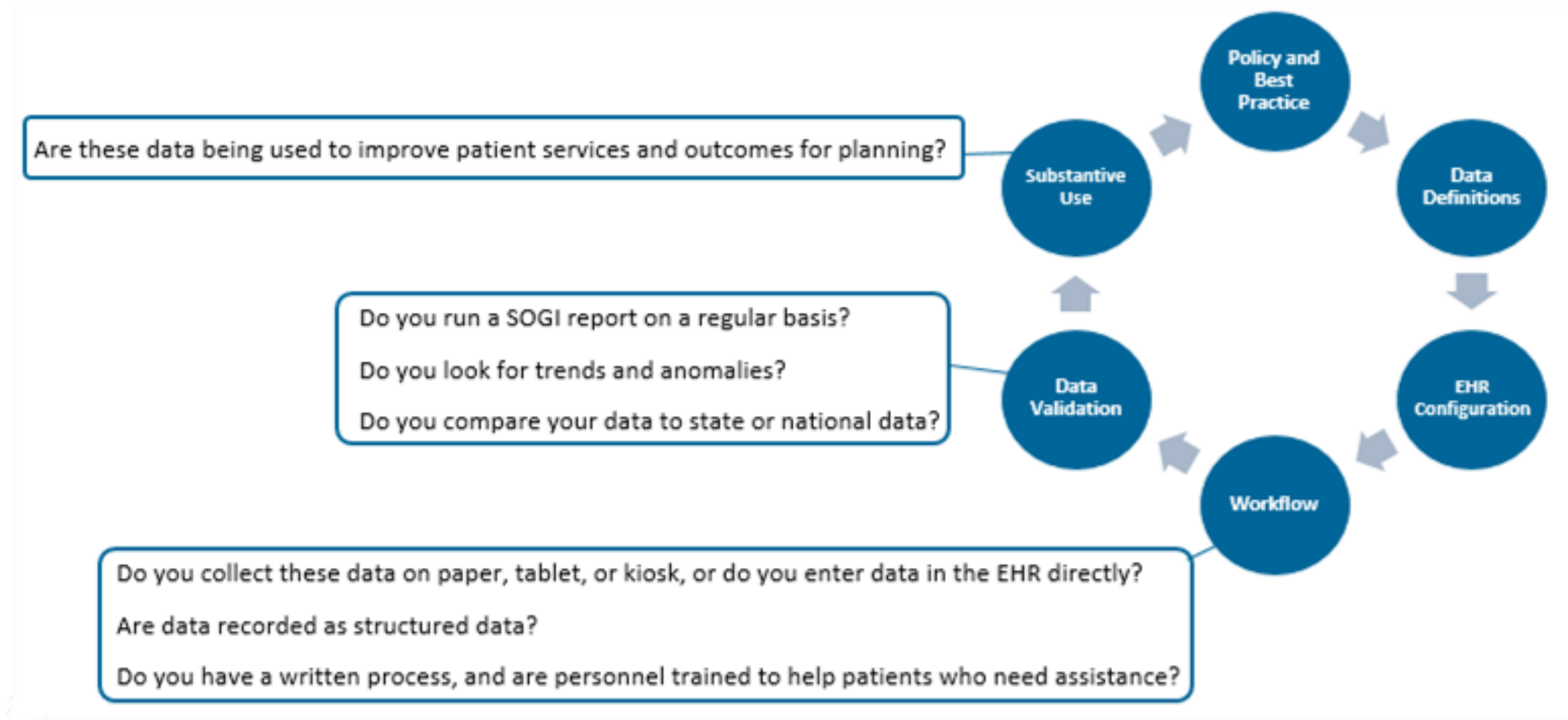


Accurate and complete UDS reporting is an ***outcome*** of a well-executed and well-maintained data life cycle within each health center.

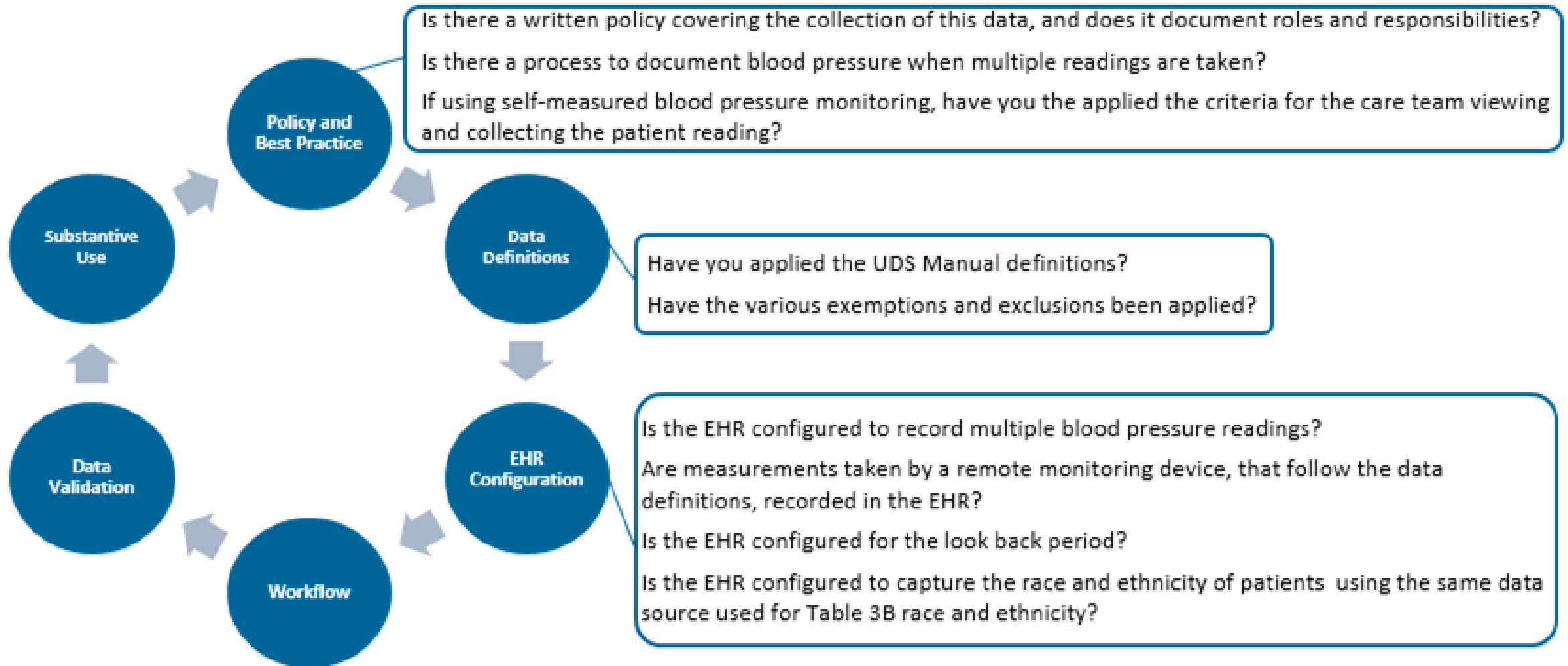
# Table 3B: Example of Demographic Characteristics: Sexual Orientation and Gender Identity (SOGI) Reporting



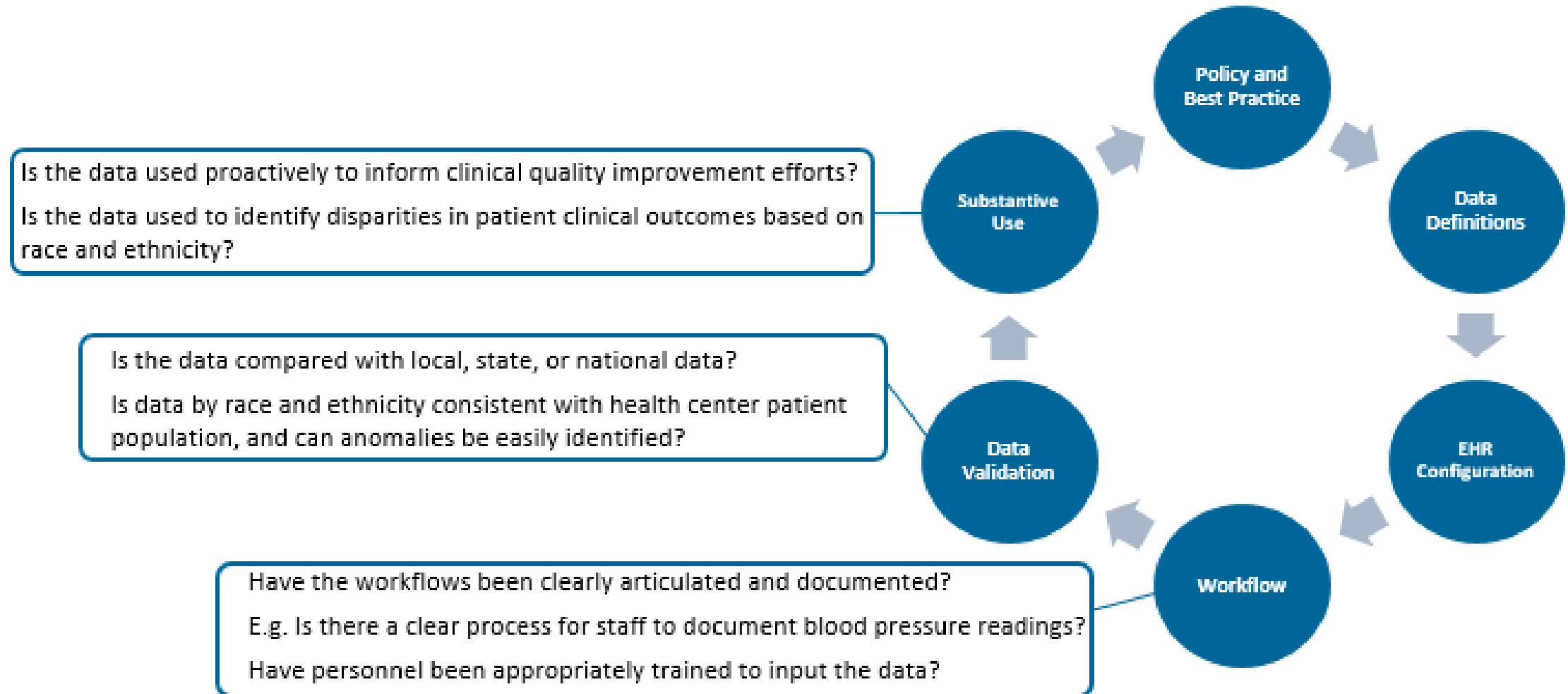
# Table 3B: Example of Demographic Characteristics: Sexual Orientation and Gender Identity (SOGI) Reporting (continued)



# Table 7 Example of Clinical Quality Measure: Controlling Hypertension



# Table 7 Example of Clinical Quality Measure: Controlling Hypertension (continued)





# Navigating the EHBs Successfully

Demonstration of EHBs Features and Tools



**Everyone  
working on  
the UDS needs  
an EHBs login!**

The screenshot displays the HRSA Electronic Handbooks website. At the top, the HRSA logo and 'Electronic Handbooks' are visible, along with 'Support' and 'Login' links. A navigation bar includes 'Welcome', 'New User Registration', 'Funding Opportunity', and 'What's New'. The date and time 'Monday 12<sup>th</sup> August 2019 02:58:39 P.M.' are shown in the top right. The main content area is divided into several sections:

- Existing Users:** A login form with fields for 'Username (Email)' and 'Password', a 'Login' button, and a 'Forgot Password?' link. This section is highlighted with a yellow border.
- New Users:** A section with a 'Create an Account' button and a link 'Click here to get started'.
- Contact Us:** Provides contact information: 'Time: 8:00 a.m. to 8:00 p.m. Eastern Time (ET) Monday through Friday', 'Phone: 877-Go4-HRSA/877-464-4772', and a 'Link to contact us: click here'.
- What's New:** A section with a blue header containing two news items:
  - 03/16/2018 - Optimized Home Page and a New Help Video!**: Thanks to your feedback, starting March 16th, you will see a modernized Home Page with new quick links in the Tracking Widget, a streamlined Help Widget, and an overall improved la...[Learn More](#)
  - 01/18/2018 - New features to help you manage your workload, and easily download and print your Grant documents!**: Starting January 19th, the EHBs has two new features that were added to address your feedback!  
**Archive Tasks:** Declutter your Pending Tasks and Grant ...[Learn More](#)A 'View All' link is located at the bottom right of this section.
- Learn About:** A section with three links: 'Grant Program', 'Free Clinic Program', and 'FQHC-LAL Program'.
- Other Links:** A section with four links: 'Browser Requirements', 'Funding Opportunities', 'Track Grant Application', and 'Help'.



# EHBs Landing Page

- At the **top** are tabs you will use to navigate.
- On the **left side**, you'll see your tasks.
- On the **right side**, you can change permissions and roles (provided you have a role, such as CEO or Project Director, that permits this).

The screenshot shows the HRSA Electronic Handbooks landing page. At the top, there is a navigation bar with tabs for 'Tasks', 'Organizations', 'Grants', 'Free Clinics', 'FQHC-LALs', 'Dashboards', and 'Resources'. The 'Tasks' tab is highlighted with a yellow box. Below the navigation bar, there is a search bar and a user profile icon. A red box with a white arrow points to the 'Smart Assist' panel on the right side of the page, which contains a list of actions: 'Change Project Director (PD)', 'Remove user from an organization', 'Remove user permissions for a grant', and 'Request a submission deadline extension'. The 'My Tasks' panel on the left shows 7 tasks in total, 0 late, and 1 due within 30 days. The 'Help' section features a video titled 'How to Request a Submission Deadline Extension'. The 'Resources' section includes links for 'What's New', 'HRSA Contacts', 'FAQs', and 'View All Videos'. The page also includes a welcome message for Emilio Hunziger and a notice about FFR submissions.

Attention, all HRSA recipients. Please note that HRSA will not accept FFR submissions through the EHBs, after September 25, 2020. Starting October 1, 2020, the FFR report will be available in PMS HRSA for review. Visit the [PMS Website](#) for instructions on how to request access to or update your general questions about this transition, PMS system access, or technical issues related to PMSFFRSupport@psc.hhs.gov. Please visit the [Manage Your Grant: Training](#) page on the HRSA website for more information about this transition.

Welcome, Emilio Hunziger

**My Tasks**

- 7 All
- 0 Late
- 1 Due Within 30 Days

**Help**

How to Request a Submission Deadline Extension

**Smart Assist**

- > Change Project Director (PD)
- > Remove user from an organization
- > Remove user permissions for a grant
- > Request a submission deadline extension

**Resources**

- > What's New
- > HRSA Contacts
- > FAQs
- > View All Videos

# Navigate to Your UDS Report

- The UDS is the **Performance Report** for your H80 grant.
- Click on **Tasks**, then find the **Performance Report** with Tracking # and Entity that starts with H80 (or LAL for look-alikes).
- Click **Edit** to go to your UDS Report.

The screenshot displays a web application interface for managing tasks. On the left is a navigation sidebar with categories like 'Tasks', 'Organization', 'Institution Review', 'Free Clinics', 'Requests', 'Grants', 'Submissions', 'User Access Requests', and 'FQHC-LALs'. The 'Tasks' section is active, showing a list of pending tasks. The main area features a table with columns for Deadline (Due), Task Category, Tracking #, Task, Entity, Organization, and Options. The task 'Performance Reports' with Tracking # H80CS000612023 is highlighted with an orange border. An orange arrow points from the right side of the screen to the 'Edit' button in the Options column for this task. The interface also includes search and filter options at the top and a footer with navigation icons.

| Deadline (Due)                               | Task Category     | Tracking #     | Task                                 | Entity                | Organization                                           | Options |
|----------------------------------------------|-------------------|----------------|--------------------------------------|-----------------------|--------------------------------------------------------|---------|
| 12/13/2024<br>11:59 PM<br>(434 Days)         | Grant Submissions | 00319720       | Other Submissions                    | C8ECS44480<br>(Grant) | Boston Health Care For The Homeless Program, Inc., The | Edit    |
| 12/13/2024<br>11:59 PM<br>(434 Days)         | Grant Submissions | 00319723       | Other Submissions                    | C8ECS44480<br>(Grant) | Boston Health Care For The Homeless Program, Inc., The | Start   |
| 12/13/2024<br>11:59 PM<br>(434 Days)         | Grant Submissions | 00319721       | Other Submissions                    | C8ECS44480<br>(Grant) | Boston Health Care For The Homeless Program, Inc., The | Start   |
| 03/30/2024<br>11:59 PM<br>(176 Days)         | Grant Submissions | 00346087       | Other Submissions                    | H80CS00006<br>(Grant) | Boston Health Care For The Homeless Program, Inc., The | Edit    |
| 02/15/2024<br>11:59 PM<br>(132 Days)         | Grant Submissions | H80CS000612023 | Performance Reports                  | H80CS00061<br>(Grant) | HANDLOOM MOHAIR HEALTH SERVICE CORPORATION             | Edit    |
| 12/12/2023<br>05:00 PM<br>(67 Days)          | Grant Submissions | 00356997       | Other Submissions                    | H80CS00061<br>(Grant) | HANDLOOM MOHAIR HEALTH SERVICE CORPORATION             | Start   |
| 06/12/2022<br>01:00 PM<br>(Late by 481 Days) | Action Plan       | AP001395       | Prepare Action Plan - Change Request | H76HA00707            | BOSTON HEALTH CARE FOR THE HOMELESS, INC.              | Edit    |

# Preliminary Reporting Environment

- Health centers can access the UDS reporting module in the EHBs each fall.
- The system opens in late October as the Preliminary Reporting Environment (PRE).
- Follow the same steps to access either the PRE (before January 1) or the “live” UDS Report (after January 1).
  - Submission is only possible after January 1, in the live environment.



# UDS Report Home Page

- The left-hand navigation panel includes **tools, tables, and forms**.
- The rest of the page will show **status, progress, and other report details**.
- There are links to a number of **resources** in the middle of the page.

The bar at the top of the screen will be yellow if you are in the PRE (prior to Jan. 1); it is green in the live environment (after Jan. 1).

You are now using the UDS Preliminary Reporting Environment (PRE). It is available to enter and validate partial UDS data prior to January 1. Actions to clear partial data and submit a complete calendar year of UDS performance data will ONLY be available starting January 1.

**Status Overview**

**Note:**  
All sections including tables, HIT information, other data elements and data audit report must be in "Complete" status in order to submit your report.  
Tip: Prior to entering any data, save a copy of the blank excel template. The blank file can later be used for clearing the data if desired.

H80CS000612023: HANDLOOM MOHAIR HEALTH SERVICE CORPORATION, TIPLERSVILLE, MA

**02/15/2024** (11:59 PM Local Time) **132** Days Left

**Resources**

UDS Manual | UDS Training and Technical Assistance | Upload History | Action History | Last NoA | Training Material | UDS Reviewer | User(s) With Permissions | Certified Health IT Product List Lookup | Excel Mapping Document | Request Exemption | Verify Offline HTML Download | Compare Versions

| Sections                                                                                    | Status        | Last Updated |
|---------------------------------------------------------------------------------------------|---------------|--------------|
| <input checked="" type="checkbox"/> Contact Information                                     | ✖ Not Started | -            |
| <input checked="" type="checkbox"/> Table Patients by ZIP Code                              | ✖ Not Started | -            |
| <input checked="" type="checkbox"/> Table 3A - Patients by Age and by Sex Assigned at Birth | ✖ Not Started | -            |
| <input checked="" type="checkbox"/> Universal Report                                        | ✖ Incomplete  | -            |
| <input checked="" type="checkbox"/> Table 3B - Demographic Characteristics                  | ✖ Not Started | -            |

**Forms Overview**

Last Updated On: 09/25/2023 12:36 PM EST  
[Data Audit Report](#)

**10** ✖ Not Started | **1** ! In Progress | **6** ✓ Complete

**Offline Excel Tool**

- [Download a Custom Template](#)  
The Download Custom Template option allows you to choose the UDS tables individually, in groups or all tables.
- [Download a Blank Template](#)  
The Download Blank Template option downloads ALL UDS Tables with no data included.
- [Download a Template with Data](#)  
The Download Template with Data option includes ALL UDS tables with information already entered into the



# Key EHBs Tools for Successful Reporting

Upload/Download File

Offline Templates

Comparison Report

Accessing Prior-Year Reports

Other Helpful Reports



# UDS Report Home Page: Tools

- Let's look at the tools available in the upper left corner.
- Note: If you do not see this menu, click the arrows next to "All Functions" in the upper left corner.

The screenshot displays the UDS Report Home Page interface. On the left, a sidebar menu titled "All Functions" is visible, with a double-left arrow icon next to it. The menu includes a search bar, "Performance Reports" (with a dropdown arrow), "UDS Upload/Download" (highlighted with a yellow box), "UDS Report Details", and "Status Overview" (highlighted with a blue box). Under "UDS Upload/Download", there are three options: "Download File", "Upload File", and "Clear Data". Under "Status Overview", there are several items with status indicators: "Contact Information" (red X), "Table Patients by ZIP Code" (red X), "Table 3A" (red X), "Table 3B" (red X), "Table 4" (green checkmark), and "Table 5" (green checkmark).

The main content area features a yellow banner at the top stating: "You are now using the UDS Preliminary Reporting Environment (PRE). It is available to enter and validate". Below this is a section titled "Status Overview" with a clock icon. A "Note" section follows, stating: "All sections including tables, HIT information, other data elements and data audit report must be in 'Complete' status. Tip: Prior to entering any data, save a copy of the blank excel template. The blank file can later be used for clearing". Below the note, the patient identifier "H80CS000612023: HANDLOOM MOHAIR HEALTH SERVICE CORPORATION, TIPLERSVILLE, MA" is displayed. A calendar icon is next to the date "02/15/2024 (11:59 PM Local Time)", with "Due Date" written below it. A "Resources" section with an external link icon is also present. At the bottom, a list of links includes: "UDS Manual", "UDS Training and Technical Assistance", "Upload History", "Action History", "Last NoA", "Training Manual", "Product List Lookup", "Excel Mapping Document", "Request Exemption", "Verify Offline HTML Download", and "Compare".



# UDS Upload/Download: Download File

**All Functions** <<

Search

Performance Reports ▾

UDS Upload/Download

**Download File**

Upload File

Clear Data

UDS Report Details

**Status Overview**

- ✗ Contact Information
- ✗ Table Patients by ZIP Code
- ✗ Table 3A
- ✗ Table 3B
- ✓ Table 4
- ✓ Table 5

Tasks Organization Grants Free Clinics FQHC-LALS Dashboards Resources

You are here: Home

**All Functions** <<

Search

Performance Reports ▾

UDS Upload/Download

**Download File**

Upload File

Clear Data

UDS Report Details

- Status Overview
- ✗ Contact Information
- ✗ Table Patients by ZIP Code
- ✗ Table 3A
- ✗ Table 3B
- ✓ Table 4
- ✗ Table 6A
- ✗ Table 6B
- ✗ Table 7
- ✗ Table 8A
- ✓ Table 9D
- ✓ Table 9E
- ✓ HIT Capabilities
- ✓ Other Data Elements
- ✗ Workforce

You are now using the UDS Preliminary Reporting Environment (PRE). It is available to enter and validate partial UDS data prior to January 1. Actions to clear partial data and submit a

### Download File

▼ H80CS000612023/v1: HANDLOOM MOHAIR HEALTH SERVICE CORPORATION, TIPLERSVILLE, MA

BHCMIS ID: 011210 Funding Stream(s): HCH

Reporting Period: 01/01/2023 - 12/31/2023 Started By: Dulcibella Ringham on 09/25/2023 09:28 AM ET

▼ Resources ↗

[UDS Manual](#) | [UDS Training and Technical Assistance](#) | [Upload History](#) | [Action History](#) | [Last NoA](#) | [Training Material](#) | [UDS Reviewer](#) | [User\(s\) With Permissions](#) | [Certified Health IT Product List Lookup](#) | E

### Instructions

To enter UDS data offline, select either the Excel file (spreadsheet format) or the Offline HTML file (forms-based format). Then select whether you want a blank form or to include any existing data. Once you

With either file you can download specific tables or all the tables required for the UDS report. Please note that each time you download a file, it will be populated with any data that is in the EHBs.

Enter or change data in the file you have chosen. Once finished, upload your completed file to the EHBs.

Excel File: Upload your completed file to the EHBs.  
HTML File: Export an Excel file from the HTML file then upload the completed Excel file to the EHBs.

### Download Template

Select Format

Offline Excel ⓘ  Offline HTML ⓘ

[Download](#)

### Excel Template



# UDS Upload/Download: Download File (continued)

Three decisions to make:

1. Do you want to use Excel or HTML format?
2. Do you want the file to include data currently in the UDS?
3. Do you want to do all tables at once or just a selected set?
4. If downloading the ZIP table, do you want to include prior year ZIP codes?

### Download Template

Select Format  Offline Excel ⓘ  Offline HTML ⓘ [Download](#)

### Excel Template

Select Data Level  Excel with Data  Blank Excel

Select Table

|                                                                |                                              |                                                         |
|----------------------------------------------------------------|----------------------------------------------|---------------------------------------------------------|
| <input checked="" type="checkbox"/> All                        | <input checked="" type="checkbox"/> Table 5  | <input checked="" type="checkbox"/> Table 9D            |
| <input checked="" type="checkbox"/> Table Patients by ZIP Code | <input checked="" type="checkbox"/> Table 6A | <input checked="" type="checkbox"/> Table 9E            |
| <input checked="" type="checkbox"/> Table 3A                   | <input checked="" type="checkbox"/> Table 6B | <input checked="" type="checkbox"/> Table HIT           |
| <input checked="" type="checkbox"/> Table 3B                   | <input checked="" type="checkbox"/> Table 7  | <input checked="" type="checkbox"/> Other Data Elements |
| <input checked="" type="checkbox"/> Table 4                    | <input checked="" type="checkbox"/> Table 8A | <input checked="" type="checkbox"/> Workforce           |

Patients by ZIP Code with Prior year ZIP Codes  
(This option will append the zip codes reported last year to any data already entered for this year. If you have already entered zip code information for this year, be certain to check that none of the zip codes have been entered twice, since this option does not include a duplicated entry check.)



# Considerations when Downloading Offline Files

## Excel vs. HTML?

Excel format may feel more familiar, but it's important to know that users should be **careful not to modify the structure of the Excel file**. If modified, it cannot be uploaded. **HTML looks like the UDS tables** and does not allow modification.

## Including Data or Not?

**If no data or only test data** have been entered, then blank is better.  
**If data are present**, include these data in the EHBs so data are available.

## All Tables or a Select Set?

Typically, you should **select just the set of tables you are currently working on**. If you download all tables and do not use all of them, you risk uploading blank tables over existing data.

# Downloading Offline Templates

### Download Template

Select Format  Offline Excel  Offline HTML Download

### Excel Template

Select Data Level  Excel with Data  Blank Excel

Select Table

|                                               |                                              |                                              |
|-----------------------------------------------|----------------------------------------------|----------------------------------------------|
| <input type="checkbox"/> All                  | <input type="checkbox"/> Table 5             | <input type="checkbox"/> Table 9D            |
| <input type="checkbox"/> Patients by ZIP Code | <input type="checkbox"/> Table 6A            | <input type="checkbox"/> Table 9E            |
| <input type="checkbox"/> Table 3A             | <input checked="" type="checkbox"/> Table 6B | <input type="checkbox"/> Table HIT           |
| <input type="checkbox"/> Table 3B             | <input checked="" type="checkbox"/> Table 7  | <input type="checkbox"/> Other Data Elements |
| <input type="checkbox"/> Table 4              | <input type="checkbox"/> Table 8A            | <input type="checkbox"/> Workforce           |

Go To Status Overview Page

Once you click “Download,” you will get this disclaimer/instructions about the HTML form, even if you selected Excel. Click **OK!**

### Disclaimer and Instructions

The user acknowledges that electronic communications, databases and websites are subject to errors, malfunctions, tampering, and break-ins. The user must not misuse or subject the offline code provided by Health Resources and Services Administration (HRSA) to tampering or misuse that results in damages to the user's systems or operations. The Department of Health and Human Services (DHHS), or HRSA, or their software vendors, are not responsible for damages that result from such misuse or tampering of the code.

### Offline Html Instructions:

Once the offline HTML package is downloaded, you will have to extract/unzip the downloaded package. To extract/unzip, you will need to enter a password. Your Tracking Number (All Capitalized) is the password. Click 'OK' to proceed with the download.

Please read the instructions carefully for a successful Offline HTML download.

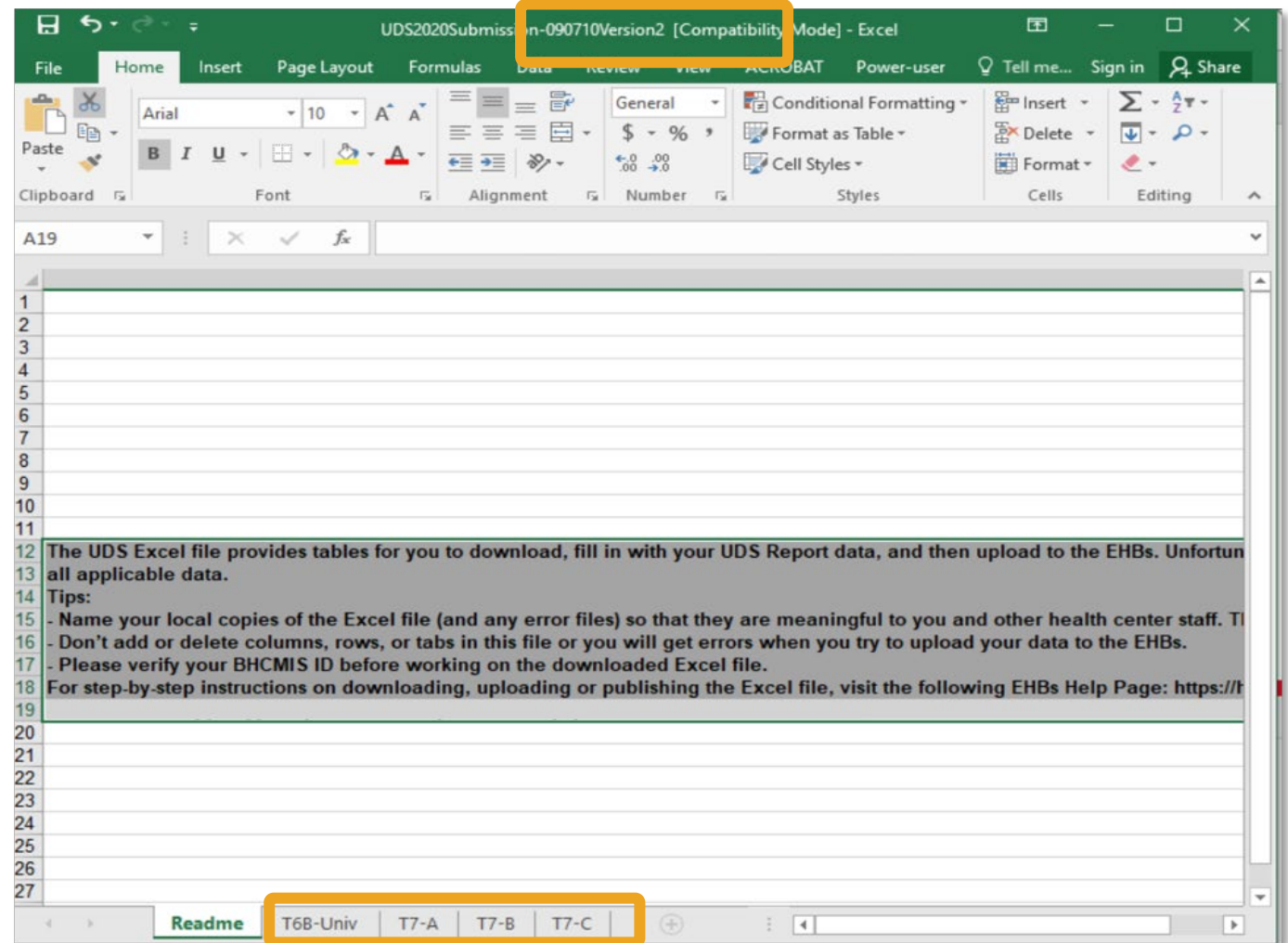
- Save only one copy of the downloaded file on your local machine, at a given point of time.
- Do not alter the contents or tamper with the file.
- Do not rename the file before verification as once renamed verification is not possible.
- Check with your IT department, if you would like to verify the validity of the zip file contents.
- To get step by step instructions on how to perform the verification refer to Verify Offline HTML download link from Resources Section OR HRSA Wiki pages.
- If you still need assistance reach out to EHBs Help Line.

Cancel OK



# Using Offline Excel

- **The first tab has tips for success.**
  - When it says to verify your BHCMIS ID, it means to verify that in the filename. Your BHCMIS ID does NOT start with H80 (It may be 6 numbers or 6–7 numbers with an E in it).
- **Table 7:** Each section/ measure has its own tab.
- Only data elements with numeric responses can be updated in offline Excel; non-numeric information (like specify fields or form responses) must be updated directly in EHBs.



# Using Offline HTML

## Benefits include:

- Save and validate data without internet connection or EHBs access.
- Same look and feel of the EHBs.
- Saved and validated the same way it's done in the EHBs.

The screenshot displays the HRSA Offline HTML tool interface. At the top, a yellow banner states: "You are now using the Offline HTML tool that can be used to enter and validate UDS data in preparation for reporting. No internet connection is required to use this file. Your data will need to be exported to an Excel File, then uploaded to the EHBs to run the Data Audit Report and complete reporting." Below this, a section titled "Table Patients by ZIP Code" contains a note: "You are currently working in HRSA offline HTML tool Version 1.0.0. It was downloaded 09/25/2023 5:43 PM EST. You do not need to be connected to the Internet to enter data in to your UDS forms." A specific ZIP code is highlighted: "H80C.S000662023/v1: SOUP SCHUMAG VOLUNTEER RESCUE SQUAD, CARLE PLACE, OH". A "Resources" section includes a link to the "UDS Manual". A "Status: ! In Progress" indicator is present. A table titled "ZIP Codes" shows patient counts for various categories. The table has columns for ZIP Code (a), None/Uninsured (b), Medicaid/CHIP/Other Public (c), Medicare (d), Private (e), Total Patients (f), and Action. The data row shows ZIP Code 22033 with 7229 None/Uninsured, 8524 Medicaid/CHIP/Other Public, 1321 Medicare, 9680 Private, and a total of 26754 patients. A "Delete" action is available for this row. Below the table is an "Add Row" button and a section for "Other ZIP Codes".


| ZIP Code (a) | None/Uninsured (b) | Medicaid/CHIP/Other Public (c) | Medicare (d) | Private (e) | Total Patients (f) | Action |
|--------------|--------------------|--------------------------------|--------------|-------------|--------------------|--------|
| 22033        | 7229               | 8524                           | 1321         | 9680        | 26754              | Delete |

# Accessing a Comparison Report


- From the UDS Home Page or **Status Overview Page**, you can access your **Comparison Report**.
- The comparison tool allows you to view last year's and this year's UDS reports side by side.

- ✓ Other Data Elements
- ✗ Workforce
- ✗ Report Comments
- ! Data Audit Report
- Review
- Submit

|                                                                  |               |                                               |
|------------------------------------------------------------------|---------------|-----------------------------------------------|
| ☑ Table 3B - Demographic Characteristics                         | ✗ Not Started | -                                             |
| ☑ Universal Report                                               | ✗ Incomplete  | -                                             |
| ☑ Table 4 - Selected Patient Characteristics                     | ✓ Complete    | 09/25/2023 9:52 AM EST by Dulcibella Ringham  |
| ☑ Universal Report                                               | ✓ Complete    | -                                             |
| ☑ Table 5 - Staffing and Utilization                             | ✓ Complete    | 09/25/2023 10:14 AM EST by Dulcibella Ringham |
| ☑ Universal Report                                               | ✓ Complete    | -                                             |
| ☑ Table 6A - Selected Diagnoses and Services Rendered            | ✗ Not Started | -                                             |
| ☑ Universal Report                                               | ✗ Incomplete  | -                                             |
| ☑ Table 6B - Quality of Care Measures                            | ✗ Not Started | -                                             |
| ☑ Table 7 - Health Outcomes and Disparities                      | ✗ Not Started | -                                             |
| ☑ Deliveries and Birth Weight                                    | ✗ Incomplete  | -                                             |
| ☑ Controlling High Blood Pressure                                | ✗ Incomplete  | -                                             |
| ☑ Diabetes: Hemoglobin A1c Poor Control                          | ✗ Incomplete  | -                                             |
| ☑ Table 8A - Financial Costs                                     | ✗ Not Started | -                                             |
| ☑ Table 9D - Patient Service Revenue                             | ✓ Complete    | 09/25/2023 12:35 PM EST by Dulcibella Ringham |
| ☑ Table 9E - Other Revenues                                      | ✓ Complete    | 09/25/2023 9:47 AM EST by Dulcibella Ringham  |
| ☑ Health Center Health Information Technology (HIT) Capabilities | ✓ Complete    | 09/25/2023 10:24 AM EST by Dulcibella Ringham |
| ☑ Other Data Elements                                            | ✓ Complete    | 09/25/2023 10:24 AM EST by Dulcibella Ringham |
| ☑ Workforce                                                      | ✗ Not Started | -                                             |
| ☑ Report Comments                                                | ✗ Not Started | -                                             |
| ☑ Data Audit Report                                              | ! In Progress | 09/25/2023 12:36 PM EST by Dulcibella Ringham |



**Download a Template with Data**  
The Download Template with Data option includes ALL UDS tables with information already entered into the tables.



**Upload a File**  
Once you have completed your data entry in excel, click here to upload your file.

**Compare Versions**

Reference Year/Version:

Compare to Year/Version:

[Next](#)

**Report Details**

BHCMIS ID: 011210

Last Submitted By: N/A

**Submit and Print**

Make sure you have completed and validated all the required information before submitting this report.

Submit Performance Report  
 Compare Versions

[Print Report](#)



# Running the Comparison Report

- Select your **reference** and **comparison** year.
- You can compare different versions of your report to see notable changes.
- Changes between versions are highlighted in yellow in resulting comparison.

**HRSA**

You are now using the UDS Preliminary Reporting Environment (PRE). It is available to enter and validate partial UDS data prior to January 1. Actions to clear partial data and submit a complete calendar year of UDS performance data will ONLY be available starting January 1.

**Compare Versions - Select Version**

▶ H80C S000612023/v1: HANDLOOM MOHAIR HEALTH SERVICE CORPORATION, TIPLERSVILLE, MA

**Note:**  
\* indicates data entry in progress and is subject to change.

**Select Versions to be Compared**

|                         |                 |
|-------------------------|-----------------|
| Reference Year/Version  | 2023 Version 1* |
| Compare To Year/Version | 2022 Version 2  |

Close Next





# Poll #2

---

What changes can you identify from the Comparison Report? (Select all that apply.)

- Staffing
- Insurance mix
- Special populations served
- Clinical quality measure outcomes
- Revenue related to non-patient-service receipts

# Poll #2: Answer

---

What changes can you identify from the Comparison Report? (Select all that apply.)

- ✓ Staffing
- ✓ Insurance mix
- ✓ Special populations served
- ✓ Clinical quality measure outcomes
- ✓ Revenue related to non-patient-service receipts

# Accessing Prior UDS Reports

- The UDS is the **Performance Report** for your H80 grant.
- Click on the **Grants** tab, then under **Submissions**, click on **Work on Performance Report**.
- The next page will have a **Performance Report** for each year.
- Click on the **Performance Report**, then see reports available in the subsequent screen.

The screenshot displays the HRSA Electronic Handbooks web application. The top navigation bar includes a search box and several tabs: Home, Tasks, Organization, Grants, Free Clinics, FQHC-LALs, Dashboards, and Resources. The 'Grants' tab is highlighted with a yellow box. Below the navigation bar, the breadcrumb trail reads 'You are here: Home » Grants » Browse'. The main content area is divided into three columns: Submissions, Requests, and Portfolio. Under the 'Submissions' column, the 'Work on Performance Report' link is highlighted with a yellow box. Other links in the Submissions column include 'Work on Progress Report', 'Work on Noncompeting Progress Reports', and 'Work on Other Submissions'. The 'Requests' column contains links for 'Work on existing Prior Approval', 'Request New Prior Approval', 'Work on Existing Health Center H80 CIS', 'Request New Health Center H80 CIS', and 'Manage HCCN PHCs'. The 'Portfolio' column includes 'Add a Grant to My Portfolio', 'Work on a Grant in My Portfolio', and 'View My Access Requests'. Below the navigation bar, there is a section for 'My Grant Portfolio' with a table listing grants. The table has columns for 'Grant Number' and 'Organization'. Two grants are listed: H80CS00061 and H76HA00053, both associated with 'HANDLOO CORPORA'. The bottom of the screenshot shows a Windows taskbar with a star icon, a search icon, and system tray icons for AA, a window icon, and a power icon.



# Using Available UDS Data and Reports

Standard reports and publicly available UDS data:

- Standard Reports in the EHBs:** Health Center Trend Report (sample shown), UDS Summary Report, Health Center Performance Comparison Report, UDS Rollup Reports
- Health Center Program UDS Data** are available on HRSA's data site, including rollup data, comparison data, and health center profile data.

## UDS Health Center Trend Report

National  
Program: Health Center 330

### UDS Health Center Trend Report - 2022 1370 Health Centers - Universal

|                                                                                                   | 2020        | 2021        | 2022        | 2021 - 2022 |        |
|---------------------------------------------------------------------------------------------------|-------------|-------------|-------------|-------------|--------|
|                                                                                                   |             |             |             | Change      | %      |
| <b>Access</b>                                                                                     |             |             |             |             |        |
| Total Number of Patients Served                                                                   | 28,590,897  | 30,193,278  | 30,517,276  | 323,998     | 1.07%  |
| Medical Patients Served                                                                           | 24,529,374  | 25,759,024  | 25,915,807  | 156,783     | 0.61%  |
| Dental Patients Served                                                                            | 5,155,619   | 5,701,053   | 6,019,824   | 318,771     | 5.59%  |
| Total Visits                                                                                      | 114,209,146 | 124,211,391 | 126,936,789 | 2,725,398   | 2.19%  |
| Agricultural Worker or Dependent Patients Served                                                  | 977,744     | 1,015,162   | 991,558     | -23,604     | -2.33% |
| Homeless Patients Served                                                                          | 1,287,854   | 1,294,327   | 1,357,683   | 63,356      | 4.89%  |
| Patients Served at Health Center Site(s) Located In or Immediately Accessible to Public Housing   | 5,187,617   | 5,714,900   | 6,125,721   | 410,821     | 7.19%  |
| <b>Quality of Care Indicators/Health Outcomes</b>                                                 |             |             |             |             |        |
| <b>Perinatal Health</b>                                                                           |             |             |             |             |        |
| Early Entry into Prenatal Care (Entered prenatal care during first trimester)                     | 73.48%      | 74.08%      | 71.99%      | -2.08%      | -2.81% |
| Low Birth Weight (babies born whose birth weight < 2500 grams)                                    | 8.18%       | 8.57%       | 8.43%       | -0.15%      | -1.70% |
| <b>Screening and Preventive Care</b>                                                              |             |             |             |             |        |
| Weight Assessment and Counseling for Nutrition and Physical Activity for Children and Adolescents | 65.13%      | 68.72%      | 69.81%      | 1.09%       | 1.59%  |
| Body Mass Index (BMI) Screening and Follow-Up Plan <sup>1</sup>                                   | 65.72%      | 61.32%      | 61.04%      | -0.28%      | -0.45% |
| Tobacco Use Screening and Cessation Intervention <sup>1</sup>                                     | 83.43%      | 82.34%      | 84.60%      | 2.26%       | 2.75%  |



# Managing the Review Process

Remember, initial submission is not the end of the process!



# Reporting Timeline

**OCT. 1**

New program funding or designation cutoff date.



**JAN. 1**

EHBs reporting environment opens, providing access to your live UDS report.



**MAR. 31**

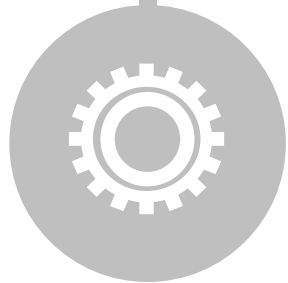
Review period ends, report closeout deadline.

SUBMISSION PERIOD

REVIEW PERIOD

**FALL**

Preliminary Reporting Environment (PRE) opens, allowing preliminary access to your UDS report.



**FEB. 15**

UDS Report due in the EHBs by 11:59 p.m. local time.



# Managing the Review Process

Start now

Submit by Feb. 15

Expect to hear no later than March 4

Communicate!

- Information is not complete until the **end of the calendar year**; don't start entering data into tables yet.
  - Other information can be entered as soon as the PRE opens! Some information can be entered on the **HIT, ODE, and Workforce forms**. You can **download offline data tools** now to practice.
- 
- Submit your report through the EHBs by **February 15**. Be sure to allow time to address edits!
  - When addressing edits, if you have added notes on the tables, direct the reviewer to these comments in your edit responses. Otherwise, provide detailed responses on the edits in the Data Audit Report.
- 
- If you have not heard from your reviewer by Monday, March 4, with either review questions or notification that your report has been accepted, email them!
  - **Reviewers send emails through the EHBs**, and sometimes those get caught in spam filters. You can also go into the EHBs to check the status.
- 
- If you are not able to meet the dates set by your reviewer or have limitations that the reviewer needs to know about, let them know!



# Understanding Your Data and Responding to Edits

- Work together to understand and resolve edits and reviewer questions. The key data checks discussed earlier will set you up for success!
- Edits are an opportunity to consider your data from a broader perspective, resolve issues, revise data, or provide meaningful explanations.
- All personnel involved in UDS data collection and submission should be prepared to respond to edits and reviewer questions.



If you do not understand what an edit on the Data Audit Report is asking, **contact the UDS support line** (866-UDS-HELP or [udshelp330@bphcdata.net](mailto:udshelp330@bphcdata.net)).



Download the **Summary Report** to view national averages from the prior year that are often referenced by edits.



# Resources, Questions, and Answers



# UDS Training and Technical Assistance Microsite

## Uniform Data System (UDS) Training and Technical Assistance

*Last updated: September 26, 2023*



- Central, user-friendly hub for health centers to access training and technical assistance resources to assist with UDS reporting
- Organized by UDS topic areas, such as
  - Reporting guidance
  - Patient characteristics
  - Staffing and utilization
  - Clinical care
  - Financials

Visit the [BPHC UDS Training and Technical Assistance Page](#)

Check out the [UDS Submission Checklist](#)—a reference tool to help ensure a complete, accurate, and on-time UDS submission.

# Available Assistance

- UDS content support
  - Support line: 866-837-4357
  - [udshelp330@bphcdata.net](mailto:udshelp330@bphcdata.net)
- Technical assistance materials, including local trainings, are available online:
  - [UDS Training and Technical Assistance Page](#)
- [Health Center Program Support](#) for questions about the Health Center Program.
- EHBs support
  - UDS Report and Preliminary Reporting Environment access (in [EHBs](#))
  - EHBs system issues: 877-464-4772, Option 1
  - EHBs account access and roles: 877-464-4772, Option 3
- [National Training and Technical Assistance Partners](#)



# Resources for the Electronic Handbooks (EHBs)

- [EHBs Overview Video](#) explains the importance of UDS reporting and the permissions required to access the UDS report and provides an overview of UDS tables and appendices.
- [HRSA EHBs Knowledge Base](#) is a wiki that introduces the electronic submission system, EHBs, PRE, and [system enhancement resources](#).

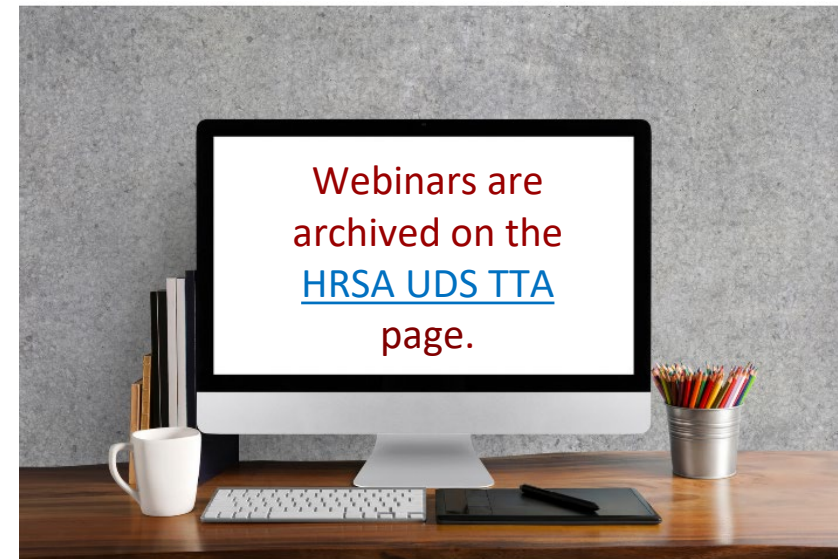
## Reporting Guidance Located on the Electronic Handbooks (EHBs)

- [Accessing UDS Reporting Guidance Resources on the Electronic Handbooks](#) provides steps to find resources on the EHBs that help Health Center Program awardees and look-alikes (LALs) access UDS reports and the PRE.
  - UDS EHBs User Guide: A step-by-step guide of the process to access, prepare, submit, and revise UDS reports and access standard UDS reports in the EHBs.
  - Accessing Standard UDS Reports: Quick reference sheets that describe how to access standard UDS reports from the EHBs.
  - Offline Excel Mapping Tool: A companion file to the offline UDS data Excel template. This tool helps streamline reporting by providing mapped cell locations to data fields. The offline Excel and mapping documents should be used with an Electronic Health Record (EHR) or data system to help in automating the UDS Report.
- [EHBs Reports Formula Reference Guide](#) explains the calculation formulas used for statistics included in standard UDS reports.



# Training Webinar Series for 2023 UDS Reporting

1. **UDS Basics: Orientation to Terms and Resources, Sept. 13, 2023:** Key terms and resources commonly used in UDS reporting.
2. **UDS Clinical Quality Measures Deep Dive, Sept. 21, 2023:** Measure specifications and workflows to improve the provision of care, data validation, data collection, and accuracy of UDS reporting.
3. **UDS Clinical Tables Part 1: Screening and Preventive Care Measures, Oct. 3, 2023:** Common UDS terms and resources for screening and preventive care clinical quality measures across UDS clinical tables.
4. **UDS Clinical Tables Part 2: Maternal Care and Children’s Health, Oct. 11, 2023:** Overview of 2023 reporting requirements for maternal care and children’s health clinical quality measures.
5. **UDS Clinical Tables Part 3: Chronic Disease Management, Oct. 26, 2023:** An overview of reporting requirements for clinical quality measures related to disease management across UDS clinical tables.
6. **Reporting UDS Financial and Operational Tables, Nov. 7, 2023:** Covers 2023 reporting requirements for UDS Tables 8A (and FTE on Table 5), 9D (and insurance and managed care on Table 4), and 9E, and discusses common reporting errors including 340(B) pharmacy and managed care reporting.
7. **Preliminary Reporting Environment, Nov. 9, 2023:** Demonstration of the PRE and offline UDS reporting features that allow early access to prepare UDS data for submission.
8. **Today! Successful Submission Strategies, Nov. 16, 2023:** Outlines the importance of UDS data collection and reporting, specifically focusing on assessing data for accuracy and quality. The webinar will cover utilizing available HRSA Electronic Handbooks (EHBs) reports and tools, working through your review, and working with your reviewer for successful submission.



# Preliminary Reporting Environment Launch



- The 2023 Uniform Data System (UDS) Preliminary Reporting Environment (PRE) is now open.
- Learn more about the PRE from this technical assistance webinar:

## Preliminary Reporting Environment

Find the links to the recording and presentation on the [Reporting Training Schedule](#) page.

# UDS Modernization Updates



# UDS Modernization Initiative



## Reduce Reporting Burden

Automate data submission, provide enhanced UDS reporting capabilities, promote transparency, and integrate stakeholder feedback.



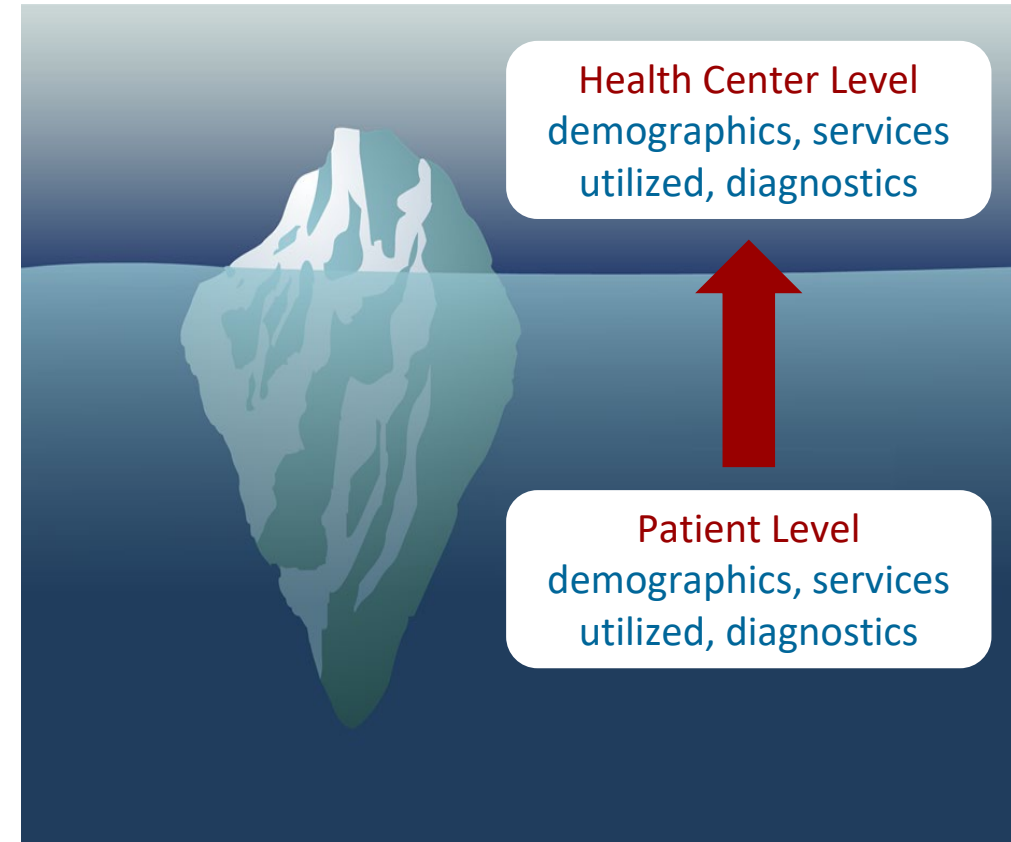
## Better Measure Impact

Improve the quality of UDS data to reflect improvements in patient-centered care and an evolving primary health care setting.



## Promote Transparency

Provide an open, transparent decision-making process on UDS changes such as measure selection, information technology, and reporting improvements.





# Benefits of UDS+

Patient-level data collection will enable HRSA to better:

- Articulate the **unique characteristics** and **needs** of health center patients.
- Illustrate the **breadth and depth** of health center **services** and their impact on **health outcomes**.
- Inform **TTA, research and evaluation**, and **health equity** work.
- Improve **preparedness** for public health emergencies.
- Improve ability to communicate the **complexity of the patient populations** health centers serve and provide **evidence for aligned reimbursements** for care provided.
- Inform **investments and interventions** based on trends identified in patient-level data (e.g., targeted needs of specific communities/patients, social determinants of health).

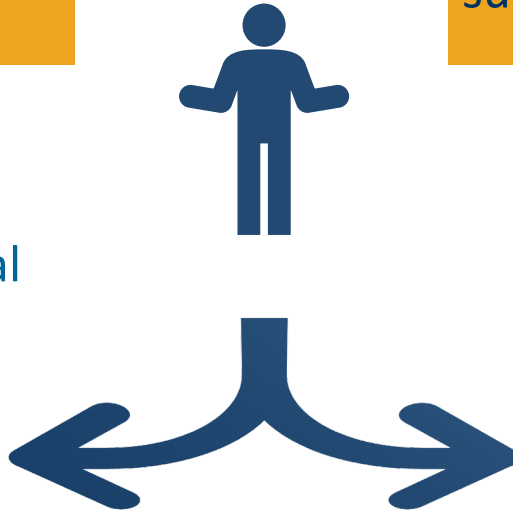


# 2023 Calendar Year: UDS Reporting

All health centers are **required** to submit **aggregated** UDS data.

Health centers also have the **option** to submit **patient-level data (UDS+)**.

- Submit aggregated UDS data through EHBs, using the traditional submission method.
- Include all UDS tables and appendices.
- This will be the official submission of record.



UDS+ FHIR Implementation Guide provides architectural details and technical reporting specifications for submission.

# 2023 Calendar Year: Optional UDS+ Submission

1. Submit data for your entire universe of patients (not a subset).
2. Submit **all** the demographic tables data.
  - **Table:** Patients by ZIP Code
  - **Table 3A:** Patients by Age and by Sex Assigned at Birth
  - **Table 3B:** Demographic Characteristics
  - **Table 4:** Selected Patient Characteristics
3. Submit **all or part of** the clinical tables data.
  - **Table 6A:** Selected Diagnoses and Services Rendered—optional
  - **Table 6B:** Quality of Care Measures—submit 2 or more eQMs from this table
  - **Table 7:** Health Outcomes and Disparities—submit 2 or more eQMs from this table



# 2023 Calendar Year: Optional UDS+ Submission (continued)

- The UDS Test Cooperative (UTC) suggests health centers may be the most ready to submit these eQMs:
  - **Table 6B: Quality of Care Measures**
    - ✓ Cervical Cancer Screening
    - ✓ Colorectal Cancer Screening
  - **Table 7: Health Outcomes and Disparities**
    - ✓ Controlling High Blood Pressure
    - ✓ Diabetes: Hemoglobin A1c (HbA1c) Poor Control (>9.0%)
- Health centers may choose any eCQM from these tables as long as they submit at least two measures from each table.

## REMEMBER:

Submit both demographic and clinical data for the entire patient population, not a subset of patients.



# Resources

---

For the latest UDS Test Cooperative (UTC) and UDS+ information, please subscribe to the [Primary Health Care Digest](#) and visit the UDS+ technical assistance webpages:

- [UTC](#)
- [UDS Modernization Initiative](#)
- [UDS Modernization FAQ](#)

Submit a ticket via the [BPHC Contact Form](#) to:

- Join the UTC
- Access the UDS+ Health Center Program Community
- Participate in a readiness assessment to discuss UDS+ submissions use cases
- Learn more about the UDS+ FHIR Implementation Guide



# Questions and Answers



# Thank You!

Bureau of Primary Health Care (BPHC)  
Health Resources and Services Administration (HRSA)



[udshelp330@bphcdata.net](mailto:udshelp330@bphcdata.net) or [Health Center Program Support](#)



1-866-837-4357

---

[bphc.hrsa.gov](http://bphc.hrsa.gov)



[Sign up for the \*Primary Health Care Digest\*](#)



# Connect with HRSA

Learn more about our agency at

[www.HRSA.gov](http://www.HRSA.gov)



[Sign up for the HRSA eNews](#)

FOLLOW US:

