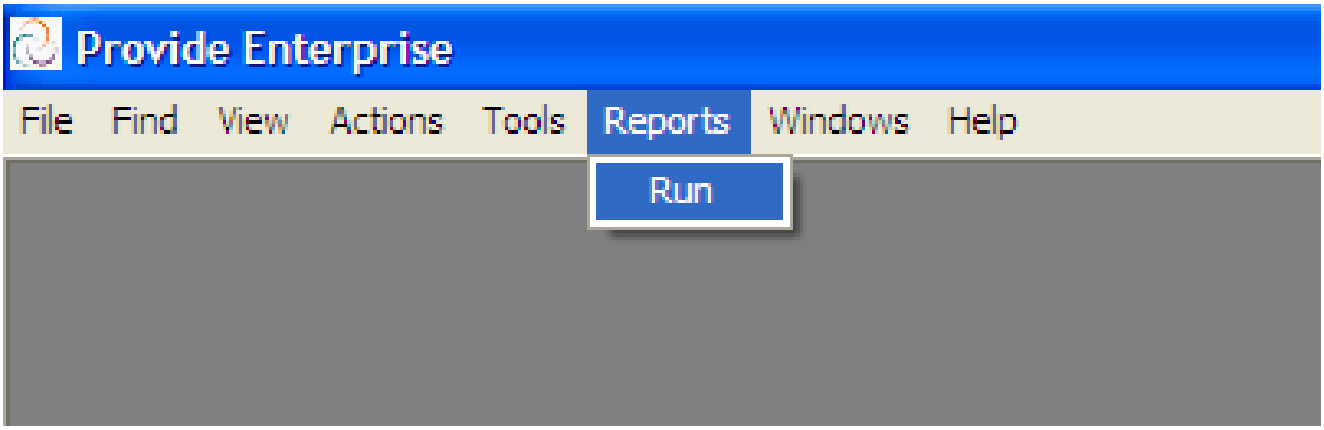
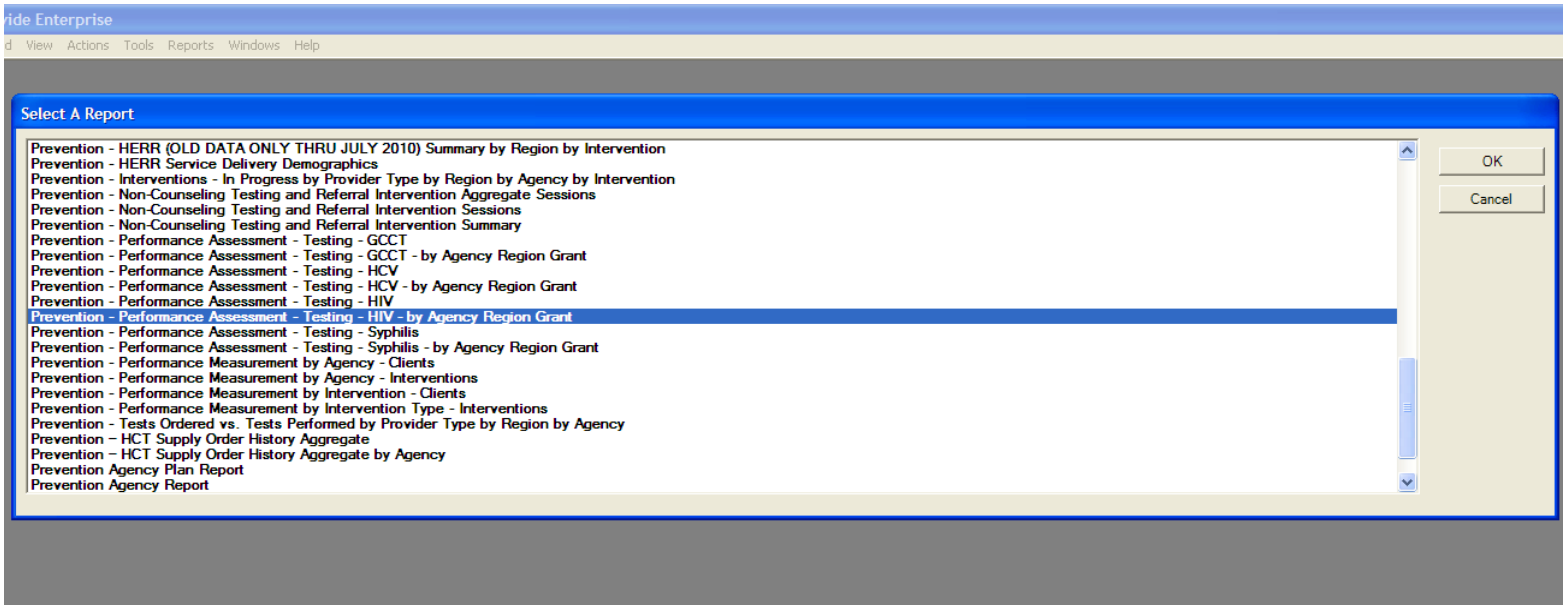
HIV Testing Report
[Prevention- Performance Assessment- Testing- HIV- by Agency Region Grant]

1. Log into your Provide Enterprise account.

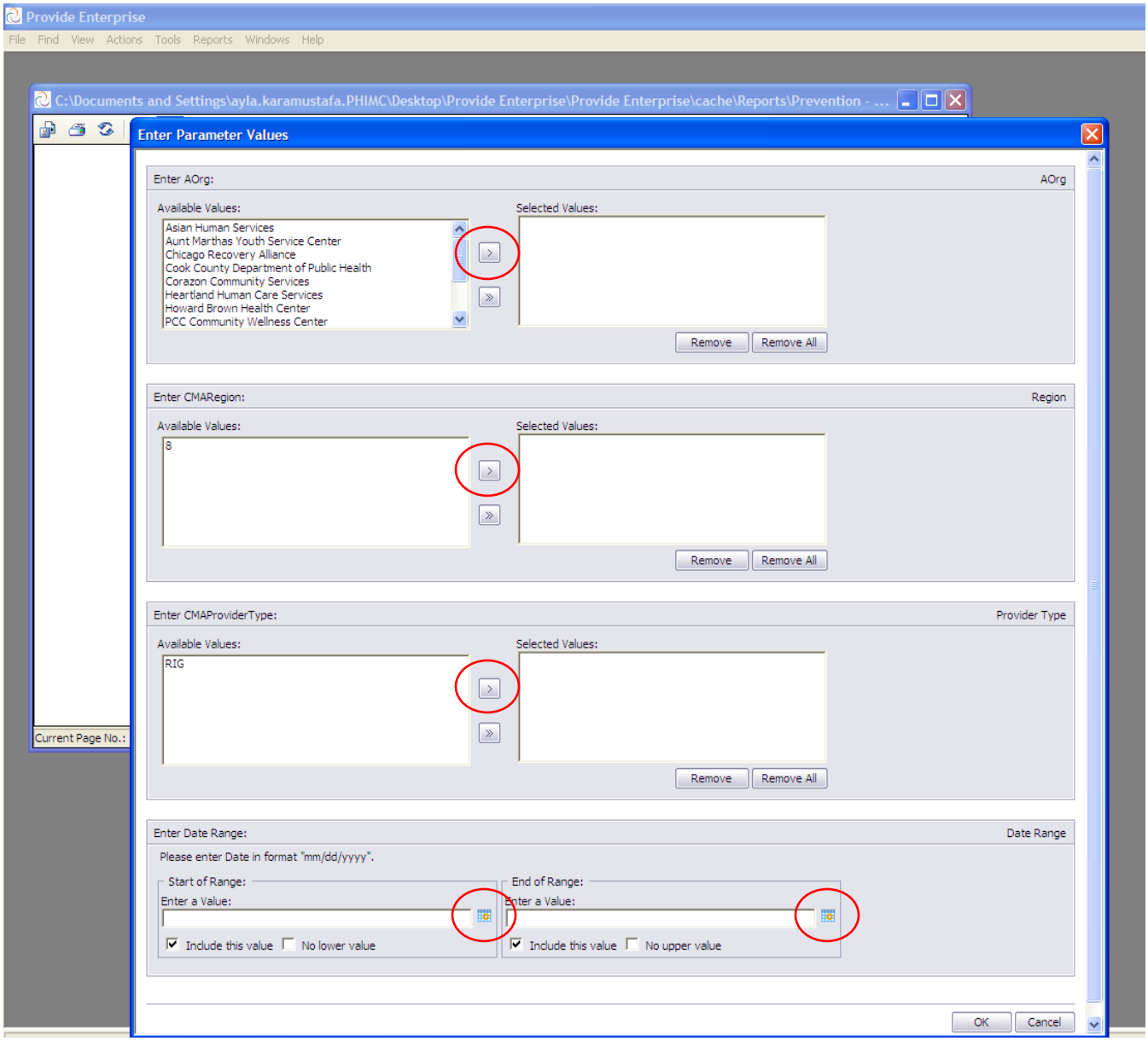
2. Once the blank gray start screen loads, select the “Reports” drop-down menu and click on “Run.”



3. In the “Select a Report” box, scroll down and select “Prevention- Performance Assessment- Testing- HIV- by Agency Region Grant” and click “OK.”



4. A blank gray box will appear (see background of below image) as the report parameter values box loads. Once the “Enter Parameter Values” box opens, select the correct report settings for your agency:



- Select your organization from the left-hand “Available Values” screen and click the single arrow icon to carry over to the right-hand “Selected Values” screen.
- Select your Region from the left-hand “Available Values” and click the single arrow icon to carry over to the right-hand “Selected Values” screen.
- Select the grant (RIG) from the left-hand “Available Values” and click the single arrow icon to carry over to right-hand “Selected Values” screen.
- Enter a date range for the report by clicking the blue calendar icon to right of the “Enter a Value” bar for both the “Start of Range” and “End of Range.” and then scrolling through to the designated month and year. Once these dates are selected, click “OK” to run the report. The screen will turn a blank gray until the report loads.

5. Once the report loads, the below screen should appear. Evaluate the first three lines for total number of encounters (tests) reported, the total number of encounters delivered to high risk populations, and the percentage of high risk clients reached. If you have identified any confirmed positive clients, be sure to check the “Total Encounters with Confirmed Positive Final Result” and “Positivity Rate” lines. If the positive client is not showing up on the report, the positive client is still “in progress” and must be completed.

Provide Enterprise

File Find View Actions Tools Reports Windows Help

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Main Report

Prevention Testing Performance Assessment - HIV

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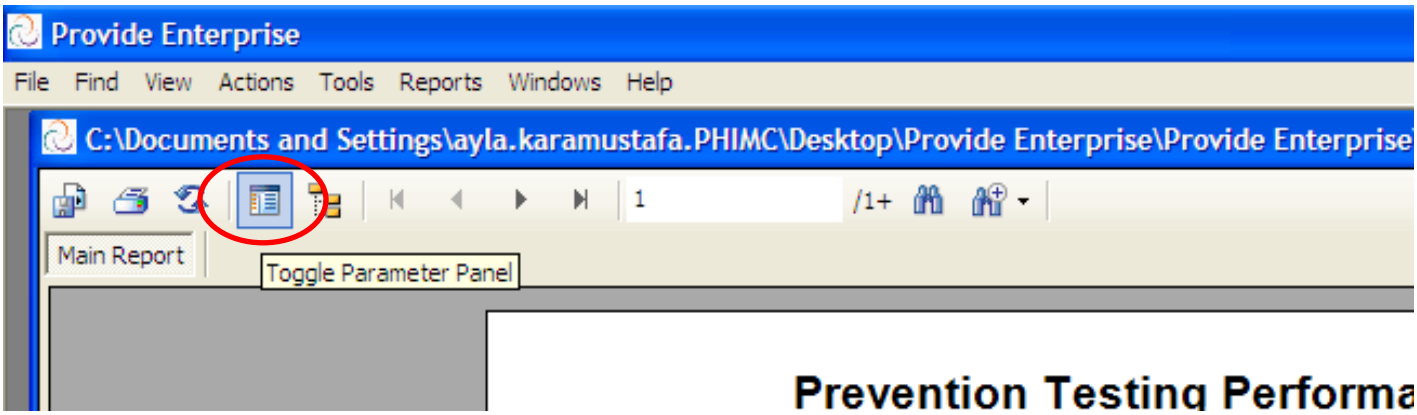
1/1/2014 through 2/18/2014

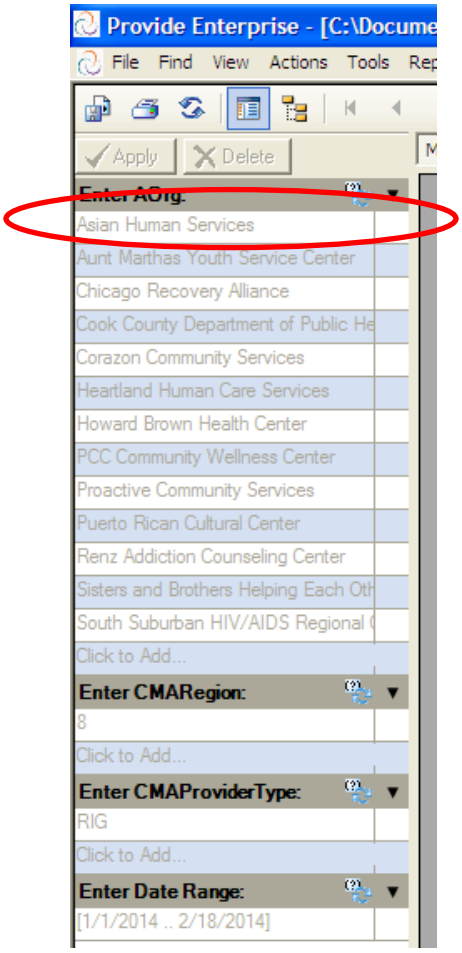
Total Encounters Reported	35
Total Encounters Delivered to Prioritized Risk Populations	35
Percent of Total Encounters Delivered to Prioritized Risk Populations	100.00%
Total Tests Reported	35
Total Tests Reported by Lab	N/A
Total Encounters with 1 or More Tests	35
Total Encounters with Last Result Provided	35
Return Rate	100.0%
Total Encounters with Confirmed Positive Final Result	0
Positivity Rate	0.0%
Return Rate	0.0%
Accepted Referral to CM	0
Attended First CM Appointment Within 90 days of Receiving Confirmatory Positive	0
Attended First CM Appointment More Than 90 days of Receiving Confirmatory Positive	0
90 Days Have Not Yet Passed Since Receiving Confirmatory Positive	0
Declined Referral to CM	0
Not Offered Referral to CM	0
Attended First Medical Appointment Within 90 Days of Receiving Confirmatory Positive	0
Attended First Medical Appointment More Than 90 Days of Receiving Confirmatory Positive	0
90 Days Have Not Yet Passed Since Receiving Confirmatory Positive	0
Declined Referral To Medical Care - Client Already In Medical Care	0
Declined Referral To Medical Care - Client Declined Medical Care	0
Declined Referral To Medical Care - Case Manager Will Make Referral to Medical Care	0
Declined Partner Services	0
Not Offered Partner Services	0
Accepted Partner Services	0
Individuals Elicited	0
Individuals Contacted	0

Current Page No.: 1 Total Page No.: 1+ Zoom Factor: 100%

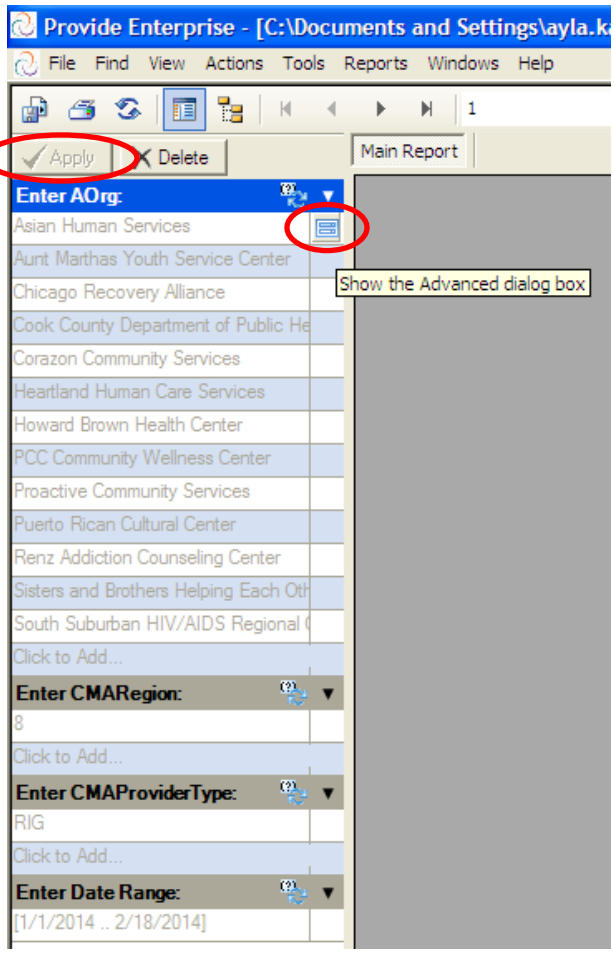
6. If you wish to modify the parameters of the report without starting over, move your mouse over to the “toggle parameter panel” icon (the fourth icon from the top left of the report) and click once.



A drop down menu will appear with the report parameters. Bring the mouse to the top white box within the desired report parameter (i.e.“EnteraOrg”) and click once.



A blue and white box will appear to the right for the “advanced dialogue box.” Select this icon. A box will pop up, allowing you to re-enter the parameters for the given category. Select the desired changes, hit “OK,” and then select the “Apply” button at the top left. The report will then reload with the new selected settings.



7. The second page of the report and the pages thereafter break down the race, risk, and gender demographics of clients entered within the designated date range. After each data entry session, wait one day and then run a report for the time period that the newly entered interventions were conducted in order to confirm that those clients are in fact high risk and therefore reimbursable.

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Prevention Testing Performance Assessment - HIV

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1/1/2014 through 2/18/2014

Race /Risk/ Gender Crosstab	Total Encounters	Encounters w/ Test(s) Performed	Encounters w/ Results Provided	Overall Return Rate	Encounters w/ Positive Results	Positivity Rates >1%	% of All Positives > 5%	% All Tests
Black								
HRH								
Female	3	3	3	100%	0	0.0%	0.0%	8.6%
Male	1	1	1	100%	0	0.0%	0.0%	2.9%
Totals for HRH	**4**	**4**	**4**	**100%**	**0**	**0.0%**	**0.0%**	**11.4%**
IDU								
Female	7	7	7	100%	0	0.0%	0.0%	20.0%
Male	5	5	5	100%	0	0.0%	0.0%	14.3%
Totals for IDU	**12**	**12**	**12**	**100%**	**0**	**0.0%**	**0.0%**	**34.3%**
MSM								
Male	12	12	12	100%	0	0.0%	0.0%	34.3%
Totals for MSM	**12**	**12**	**12**	**100%**	**0**	**0.0%**	**0.0%**	**34.3%**
MSM/IDU								
Male	1	1	1	100%	0	0.0%	0.0%	2.9%
Totals for MSM/IDU	**1**	**1**	**1**	**100%**	**0**	**0.0%**	**0.0%**	**2.9%**
Totals for Black	**29**	**29**	**29**	**100%**	**0**	**0.0%**	**0.0%**	**82.9%**
White								
HRH								
Female	2	2	2	100%	0	0.0%	0.0%	5.7%
Totals for HRH	**2**	**2**	**2**	**100%**	**0**	**0.0%**	**0.0%**	**5.7%**
MSM								
Male	4	4	4	100%	0	0.0%	0.0%	11.4%
Totals for MSM	**4**	**4**	**4**	**100%**	**0**	**0.0%**	**0.0%**	**11.4%**
Totals for White	**6**	**6**	**6**	**100%**	**0**	**0.0%**	**0.0%**	**17.1%**

Gender /Risk Crosstab	Total Encounters	Encounters w/ Test(s) Performed	Encounters w/ Results Provided	Overall Return Rate	Encounters w/ Positive Results	Positivity Rates >1%	% of All Positives > 5%	% All Tests
Female								
HRH	5	5	5	100%	0	0.0%	0.0%	14.3%
IDU	7	7	7	100%	0	0.0%	0.0%	20.0%
Totals for Female	**12**	**12**	**12**	**100%**	**0**	**0.0%**	**0.0%**	**34.3%**
Male								
HRH	1	1	1	100%	0	0.0%	0.0%	2.9%
IDU	5	5	5	100%	0	0.0%	0.0%	14.3%
MSM	16	16	16	100%	0	0.0%	0.0%	45.7%
MSM/IDU	1	1	1	100%	0	0.0%	0.0%	2.9%
Totals for Male	**23**	**23**	**23**	**100%**	**0**	**0.0%**	**0.0%**	**65.7%**

Total Page No.: 2 Zoom Factor: 100%