Improving the Quality of *Race and Ethnicity* Data in ARIES

June 2011

teamwork

Welcome!

- As outlined in the Data Improvement Plan, the State Office of AIDS (OA) is continuing to work with providers to improve data quality in ARIES.

- Today's webinar will focus on entering data for Race and Ethnicity.

teamwork

Objectives

- Discuss the importance of collecting Race and Ethnicity data;

- Define the Race and Ethnicity Fields;

- Review how to edit Race and Ethnicity data;

teamwork

Objectives (cont.)

- Provide tips for completing Race and Ethnicity;

- Show how to run the *Fix-It: Race and Ethnicity Report*; and

- Hold a question and answer session.

teamwork

Importance of Race and Ethnicity

- These data can help agencies to monitor specific target populations that may need to be reached through some action or intervention.

- It aids the Federal Government, the State of California, and providers to track and understand the demographics of the HIV/AIDS population in California.

- It can be used to apply for grants or other funding opportunities that seek to improve health outcomes for people living with HIV disease within communities of color.

- These fields are system required; you cannot save data on the *Demographics* tab until these fields are completed.

teamwork

Importance of Race and Ethnicity

- Race and Ethnicity are critical because they are required for several OA Programs:
  - HIV Care Program(HCP);
  - Medi-Cal Waiver Program (MCWP);
  - Health Insurance Premium Payment Program (CARE/HIPP); and
  - Housing Opportunities for Persons with AIDS Program (HOPWA).

teamwork

Importance of Race and Ethnicity (cont.)

- The Health Resources and Services Administration (HRSA) requires that Race and Ethnicity be collected and reported for the following:
  - The Ryan White Data Report (RDR); and
  - The Ryan White Services Report (RSR).

teamwork

Importance of Race and Ethnicity (cont.)

- The Office of Management and Budget (OMB) provides regulations including the common language that is to be used for data on race and ethnicity.

- For more information please visit: www.whitehouse.gov/omb/fedreg_1997standards

teamwork

Hispanic/Ethnicity Field Definitions

Data Element	Field Values	Definition
Hispanic	Yes	A client who self-identifies as an individual of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race. In general, any client who self-identifies themselves as Hispanic or Latino.
	No	A client who did not self-identify as an individual of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race. In general, any client who self-identifies themselves as Hispanic or Latino.
	Unknown	A client who did not self-report on ethnicity.

teamwork

Race/Ethnicity Field Definitions

Data Element	Field Values	Definition
Race 1		
	White	An individual having origins in any of the original peoples of Europe, the Middle East, or North Africa.
	Black	An individual having origins in any of the black racial groups of Africa.
	Asian	An individual having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
	American Indian or Native Alaskan	An individual having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.
	Pacific Islander	An Individual having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
	Other	An individual who does not identify with any of the other race categories listed above.
	Unknown/Unreported	An individual who did not self-report either race or ethnicity.

teamwork

Editing Race and Ethnicity

- We're going to review the steps for editing Race and Ethnicity for an existing client.

- We'll also provide tips for entering accurate information.

teamwork

Begin by finding the client record.

teamwork

Once the client record is found, ARIES will bring you to the *Demographics* Major Tab.

| DEMO-GRAPHICS | ELIGIBILITY | PROGRAMS | MEDICAL | MEDICATIONS | RISK & ASSESSMENTS | CARE PLAN | CASE NOTES | SERVICES | CUSTOM DATA |

| CONTACT INFO | DEMOGRAPHIC DETAIL | LIVING SITUATION | AGENCY SPECIFICS | CONTACT INFORMATION **ARIES** |

Zach A Ashton ⚠️

Contact Information [Edit]

Phones:
936-864-2875 (Mobile) -- be confidential; no messages
936-847-3452 (TTY) -- do not contact; be confidential; no messages
zashton106@ibm.com -- be confidential; no messages

Residence:
19883 Sunset Blvd
#28
Hollywood, CA 91123
County: Los Angeles
Geog Area/HSDA:

Previous Address:

County:
Geog Area/HSDA:

Contact by mail: Yes
Be confidential
Note: Contact Dr. Howard Tsai regarding condition

Mailing Address:
19883 Sunset Blvd
#28
Hollywood, CA 91123
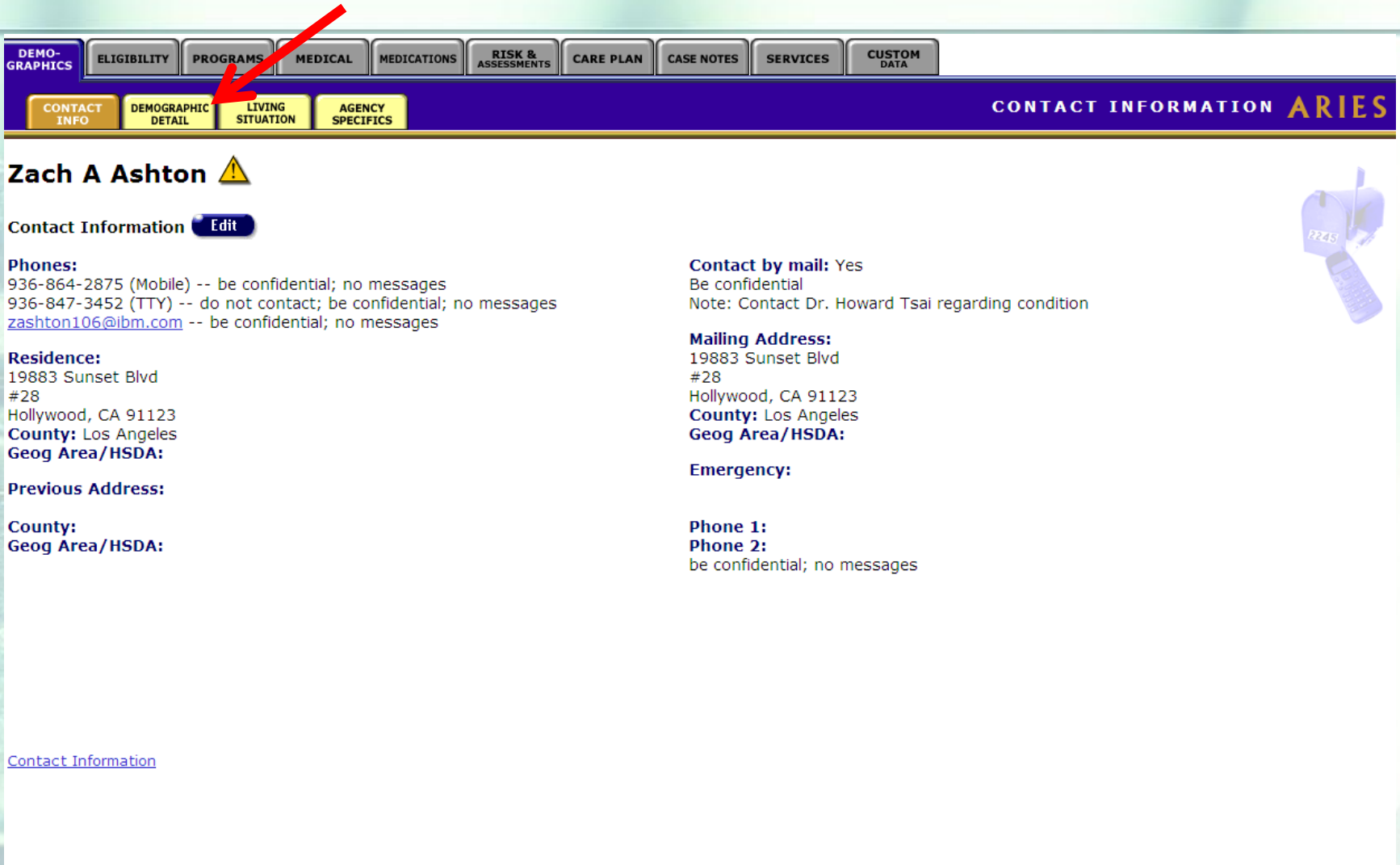**County:** Los Angeles
Geog Area/HSDA:

Emergency:

Phone 1:
Phone 2:
be confidential; no messages

Contact Information

teamwork

Click on the *Demographic Detail* Subtab

DEMO-GRAPHICS | ELIGIBILITY | PROGRAMS | MEDICAL | MEDICATIONS | RISK & ASSESSMENTS | CARE PLAN | CASE NOTES | SERVICES | CUSTOM DATA

CONTACT INFO | DEMOGRAPHIC DETAIL | LIVING SITUATION | AGENCY SPECIFICS

CONTACT INFORMATION **ARIES**

Zach A Ashton ⚠

Contact Information **Edit**

Phones:
936-864-2875 (Mobile) -- be confidential; no messages
936-847-3452 (TTY) -- do not contact; be confidential; no messages
zashton106@ibm.com -- be confidential; no messages

Residence:
19883 Sunset Blvd
#28
Hollywood, CA 91123
County: Los Angeles
Geog Area/HSDA:

Previous Address:

County:
Geog Area/HSDA:

Contact by mail: Yes
Be confidential
Note: Contact Dr. Howard Tsai regarding condition

Mailing Address:
19883 Sunset Blvd
#28
Hollywood, CA 91123
County: Los Angeles
Geog Area/HSDA:

Emergency:

Phone 1:
Phone 2:
be confidential; no messages

Contact Information

teamwork

From the *Demographic Detail* Read-Only screen, click on *Edit* (next to *Demographics*).

DEMO-GRAPHICS	ELIGIBILITY	PROGRAMS	MEDICAL	MEDICATIONS	RISK & ASSESSMENTS	CARE PLAN	CASE NOTES	SERVICES	CUSTOM DATA

CONTACT INFO	DEMOGRAPHIC DETAIL	LIVING SITUATION	AGENCY SPECIFICS

DEMOGRAPHIC DETAIL **ARIES**

Zach A Ashton ⚠

Identifiers `Edit`

Gender: Male
Birth date: 10/16/1967 (43 years old)
ARIES ID: 10001722

Demographics `Edit`

AKA:
SSN:
Hispanic: Yes (Mexican/Mexican-American)
Race: 1) Pacific Islander (Samoan) 2) 3)
Marital Status: Single
Sexual Orientation: Heterosexual
Education Level: Graduate degree
Veteran: No
Primary language: English
Secondary language:
Place of Death:
Special needs:
Notes:

Contact Information

teamwork

To edit the *Hispanic* field, click on the *Hispanic* drop down box.

Click on the appropriate answer option as identified by the client.

teamwork

To edit the *Nat'l Orig/Ethnic* Field for *Hispanic*, click on the *Nat'l Orig/Ethnic* drop down box.

Zach A Ashton Demographics ⚠

AKA

Nat'l Orig/Ethnic.

Hispanic * Yes

Race

1 * Pacific Islander

Mexican/Mexican-American
Cuban
Puerto Rican
Central American
South American
Spanish, Portuguese, Cape Verdean
Other Caribbean
Other Hispanic
Spanish, Hispanic or Latino
Chicano/a
Jamaican, Haitian, Dominican Republic
Unknown/Unreported

2

3

SSN   aduate degree

Marital Status Single

Sexual Orientation Heterosexual   Special Needs

Primary Language English   **Notes**

Secondary Language

Place of Death

Other:

Date of Death *

Save + Next ▸   Save + Done   Cancel

*National Origin/Ethnicity is not required; you can fill in this field if the client self-identifies their ethnicity.

teamwork

To edit the first *Race* field, click on the box labeled *1* under *Race.*

To edit the corresponding *Nat'l Orig/Ethnic* field, click on the *Nat'l Orig/Ethnic* drop down box and navigate to the appropriate answer.

If the client self-identifies more than one race, click on the drop down box labeled 2 and fill in the appropriate value.

If the client also self-identifies more than one *Nat'l Orig/Ethnic,* click on the corresponding drop down box labeled to the right of *Race 2* and fill in the appropriate value.

Zach A Ashton Demographics ⚠

AKA [ ]

Nat'l Orig/Ethnic.

Hispanic * [Yes ▼]   [Mexican/Mexican-American ▼]

Race

1 * [Pacific Islander ▼]   [Samoan ▼]

2 [White ▼]   [▼]

3 [▼]   [▼]

SSN [ ]

Marital Status [Single ▼]

Sexual Orientation [Heterosexual ▼]

Primary Language [English ▼]

Secondary Language [▼]

Place of Death [▼]

Other: [ ]

Date of Death * [ ] 🗓

Education Level [Graduate de]

Veteran [No ▼]

Special Needs [ ]

Notes [ ]

[Save + Next ▶]   [Save + Done]   [Cancel]

White (including Caucasian, Middle Eastern, Nc
White (Middle East, SouthWest Asia)
Black or African American
African American Black
Caribbean (Jamaican, Haitian, Dominican), not F
African Black
All Other Black
Asian
East Asian
Chinese
Japanese
Korean
Taiwanese
South Asian
Bangladeshi
Burmese
East Indian
Pakistani
Southeast Asian
Cambodian
Filipino
Hmong
Indonesian
Laotian
Malaysian
Singaporean
Thai
Vietnamese
Other Asian/Pacific Islander

teamwork

Tips for Collecting
Race and Ethnicity Data

- The data must be self-identified.

- Hispanic and Race 1 are system required fields. You must complete these fields to save the data entered on the Demographics edit screen.

Tips for Collecting Race and Ethnicity Data

- Race 2 and 3 are optional fields.

- National Origin/Ethnicity is an optional field for both Hispanic and Race fields.

teamwork

Tips for Collecting
Race and Ethnicity Data (cont.)

■ If the client self-identifies as Hispanic and also supplies more details of national origin and ethnicity, add details from the corresponding National Origin/Ethnicity dropdown.

DEMO   DEMO   DEMO   DEMO

Zach A Ashton Demographics ⚠

AKA [   ]

Nat'l Orig/Ethnic.

Hispanic * [Yes ▼]   [Mexican/Mexican-American ▼]

teamwork

Tips for Collecting Race and Ethnicity Data (cont.)

Note: To activate the National Origin/Ethnicity dropdown, you must first select "yes" in the Hispanic dropdown.

Tips for Collecting
Race and Ethnicity Data (cont.)

- Since Race 1 is required, you must make a selection from the Race 1 dropdown even if the client self-identifies only as Hispanic. Do not automatically put 'Other' if a client only identifies themselves as Hispanic.

- After asking a client their Ethnicity AND Race, indicate 'Other' under Race 1 if they don't self-identify a Race option.

- Please be aware that if you indicate 'Other' for Race 1, the client's race will not be counted the RSR. HRSA does not have an option for 'Other' on the RSR. However, the client's race will be reported on the RDR.

teamwork

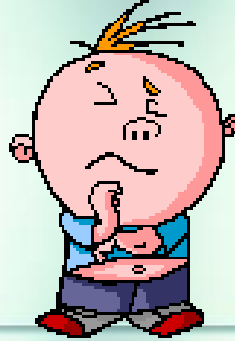# Tips for Collecting Race and Ethnicity Data (cont.)

- Select from Race 2 and Race 3 as appropriate for a client of mixed race. If selections are made from the Race 2 and Race 3 dropdowns, you can make selections from the corresponding National Origin/Ethnicity dropdown lists.

- ARIES examines all Race fields when generating the RSR. If more than one Race field is completed, the client will be classified as multi-race.

- Some reports only utilize the Race 1 field. If more than one Race field is completed, make sure the known race is in Race 1. For example, don't put 'Other' in Race 1 and 'White' in Race 2.

teamwork

Race and Ethnicity Data Fields: Interesting Facts

- After examining the Race/Ethnic data in ARIES, we found that 84.18% of the fields were complete.

- The Hispanic data element had a compliance rate of 97.98%. This is the highest of any data element we have examined thus far in ARIES.

teamwork

Race and Ethnicity: Interesting Facts (cont.)

- The Race data element, however, had a lower completion rate: 84.49%. Perhaps this lower rate is caused by the Hispanic clients who have 'Other' selected as their Race (since Race 1 is a required field).

- The data also showed that, for clients served in the last year, Hispanic clients were 12 times more likely to have an 'Unknown' Race as Non-Hispanic clients.
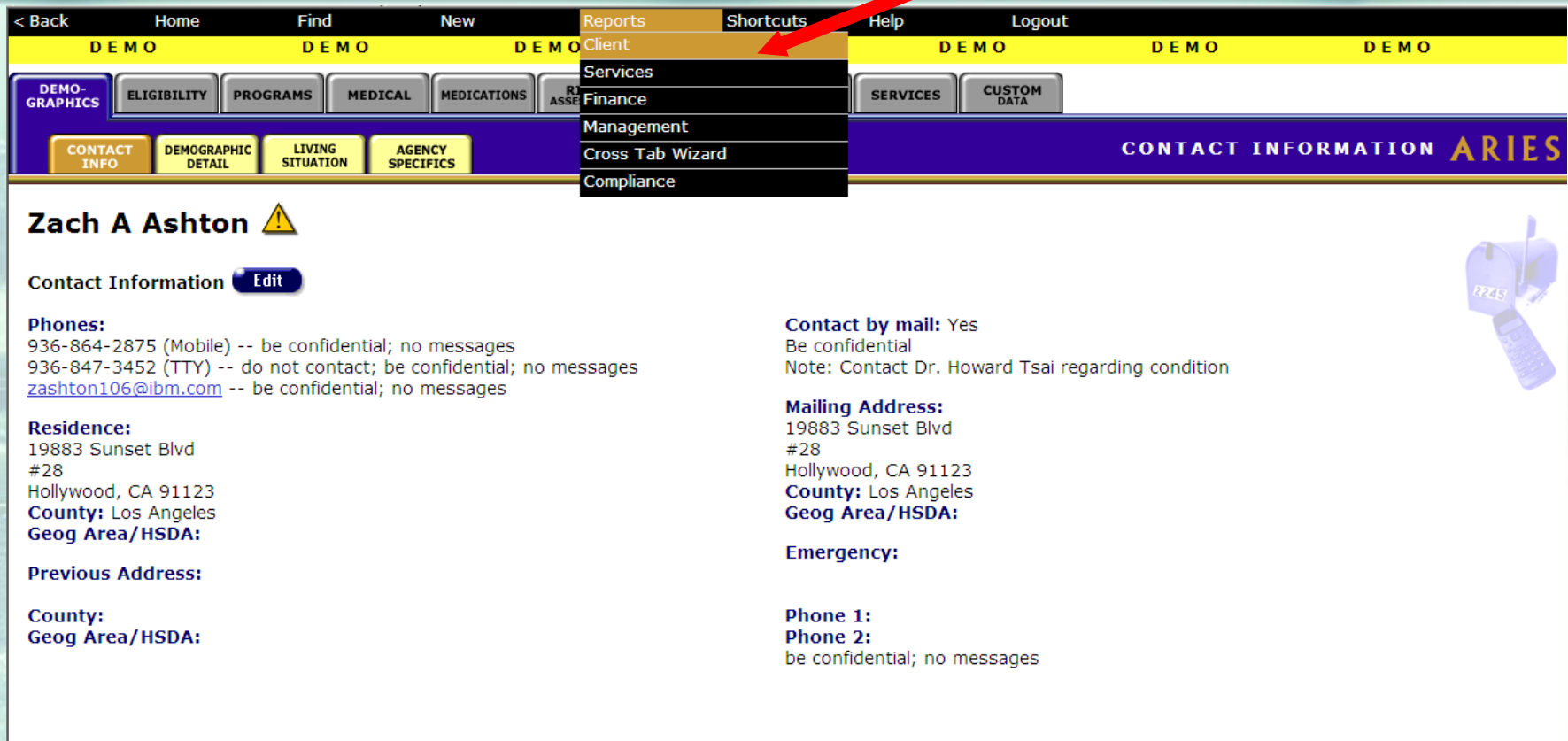
teamwork

- What should I do to make sure my agency does not have a high number of *Unknown* or *Missing* race data?????

- Run the Fix-It Race and Ethnicity Report!!!!

teamwork

Running the Fix-It Report

- We hope these tips help improve your data collection in the future.

- Some of your records need attention now. We have designed a report that will help you find records in your agency that need Race and Ethnicity data corrected and/or updated.

teamwork

To locate the *Fix-It: Race and Ethnicity* report, go to *Reports* and select the *Client* menu.

The *Fix-It: Race and Ethnicity* Report is located at the bottom of the report page.

Fix-It: Insurance — Lists clients served within a date range and any problems with Insurance.

Fix-It: Poverty Level — Lists clients served within a date range and any problems with Household Income, Household Size, or Household Poverty Level

Fix-It: Race and Ethnicity — Lists clients served within a date range and any problems with Race 1 or Hispanic Ethnicity

ARIES ID and Primary Staff Name — Lists all clients by ARIES ID, plus the name of the Primary Staff person
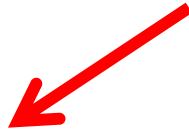
Input your specified dates on the *Report Filter Values* page and click *Report*.

Report Filter Values

Fix-It: Race and Ethnicity

Service Line Item Service Date   Between ▼ 6/1/2010 🔲 & 6/1/2011 🔲

Display 9999 **results** ☐ Display print format

[Report >] [Export]

Contact Information

teamwork

Running the Fix-It Report

- Next a report will appear displaying records for all clients served by your agency during the specified date range.

- Error messages will indicate which records need attention and why.

- The report will look something like this…

teamwork

Sample *Fix-It Race and Ethnicity Report*

Fix-It: Race and Ethnicity

ARIES ID	Client	Hispanic Ethnicity	Race 1	Errors	Service Count
10004456	Botwin, Silas S	No	Unknown/Unreported	Missing Race 1	2
10004457	Drecker, Ray R	No	Other	Missing Race 1	6
10004458	Northman, Eric E	Yes	Unknown/Unreported	Missing Race 1	1
10004462	Stackhouse, Sookie S			Missing Hispanic Ethnicity, Missing Race 1	5
10004463	Sterling, Roger R			Missing Hispanic Ethnicity, Missing Race 1	5
10004464	Simpson, Maggie M	Unknown	Other	Missing Hispanic Ethnicity, Missing Race 1	6
10004465	Henrickson, Benny B			Missing Hispanic Ethnicity, Missing Race 1	1
10004466	Stackhouse, Jason J			Missing Hispanic Ethnicity, Missing Race 1	4
10004467	White, Walter W			Missing Hispanic Ethnicity, Missing Race 1	1
10004468	Shephard, Jack J			Missing Hispanic Ethnicity, Missing Race 1	1
10004469	Rubble, Bambam B			Missing Hispanic Ethnicity, Missing Race 1	6
10004450	Botwin, Nancy N	Unknown	Unknown/Unreported	Missing Hispanic Ethnicity, Missing Race 1	2
10004447	Draper, Don S	Unknown	White	Missing Hispanic Ethnicity,	4
10004448	Peyton, Jackie J	Yes	Other	**WARNING** RSR Race will be Unknown/Unreported	5
10004449	Cooper, Fitch F	No	American Indian or Native Alaskan		11
10004460	Compton, Bill B	Yes	White		3
10001622	Brown, Charlie	Yes	White		1
10001722	Ashton, Zach A	Yes	Black		2
10001806	Hopwa, Test T	Yes	White		4
10004337	Hopwa, Janet C	Yes	White		3
10004394	Tran, Michelle B	No	Asian		1
10004398	Hopwa, John A	Yes	White		2
10004399	Hoopla, James A	Yes	Black		3

teamwork

Running the Fix-It Report

Error Message	Criteria
Missing Hispanic Ethnicity	Hispanic Ethnicity is NULL or 'Unknown'.
Missing Race 1	Race 1 is NULL or 'Unknown/Unreported' or 'Other'.

Warning message
(When Ethnicity = 'Yes' and Race 1 ='Other'):
While the data have not been entered incorrectly into ARIES, the
Race/Ethnicity data for the client may not be reported on your RSR.

Running the Fix-It Report: Tips

- The records that need attention will be displayed at the top of the report.

- The values for those clients whose Race and/or Ethnicity fields are complete, will be displayed toward the bottom of the report.

- The report will display the ARIES ID and the client name so that you can look up the records that need attention and update the data as necessary.

- The service counts will be displayed in the far right column.

teamwork

Questions & Answers

- Do you have any questions?

- **Additional Resources:**
  - This presentation is posted in the Training section of www.projectaries.org.
  - The **ARIES User Manual** can be accessed by pressing the F1 button while in ARIES.
  - The ARIES Help Desk can be reached at **866-411-ARIES (2743)**.

teamwork

Thank you!

- Thank for participating! We hope that this has been a productive use of your time.

- Together we can improve ARIES data quality!