# ADR Viewer

Review the ADR XML before upload

**Purpose**

Explain how to open the ADR XML in CAREWare and use the viewer to drill into client-level issues.

**Use this guide when you need to**

You need to inspect the exported ADR file before uploading it to HRSA.

**Validation watch**

Use the viewer to spot missing subgroup data, premium month issues, medication rounding issues, and missing labs.

## Steps

1. Click Reports.
2. Click HRSA Reports.
3. Click ADR Viewer.
4. Click Choose File.
5. Select the ADR Client Report file.
6. Click Open.
7. Click View ADR File.
8. To see the affected clients for any count, click a row with a value greater than zero and then click View Client List.
9. To open a client record from the list, click the client and then click Go to Client.

## Helpful tips

- The viewer shows aggregate counts first, then lets you drill into the exact clients included in those counts.
- Use Print or Export from the viewer screens when you need to share or track the cleanup list.
- Use the viewer together with the ADR Validation Report so you can validate completeness and resolve errors.

## Warnings to check before finalizing

- After making corrections to client records using the ADR Viewer, export the ADR Client Report again to see the results of those corrections.
- Review clients with missing race/ethnicity subgroups, premium months outside normal ranges, low medication amounts, or missing lab results before final upload to the EHB.

## Related guides

ADR | ADR Client Report | ADR Validation Report | Race/Ethnicity | Labs