

RSR Validation Report

Purpose	Find RSR data issues and open the affected clients before generating and submitting the RSR client-level data file.
Who should do this	CAREWare users, data managers, or designated staff with Run RSR permission who review RSR data quality.
Use this report when	Preparing the annual RSR, investigating missing or invalid client data, or rechecking data after corrections.
Main warning	Run the report for the correct provider and reporting year. CAREWare is a pre-submission check; HRSA EHB validation remains the final submission check.
Video walkthrough	RSR Validation Report

Quick path

Reports > HRSA Reports > RSR Validation Report > Edit > select year/provider > Save > Run

Before you begin

- Confirm CAREWare is on the [current RSR build](#) and that your account has Run RSR [permission](#).
- In Central Administration, confirm the provider before saving report settings.
- Use the same reporting year and provider scope you will use for the [RSR Client Report](#).
- For current reporting, verify Sex at Birth is populated. HRSA updated the UCI to use Sex at Birth, and a missing response is not allowed.

Important

The RSR Validation Report helps identify issues before submission. After correcting data, rerun the report to validate the final RSR results before uploading the RSR Client Report export file to the [HRSA EHB](#).

Run the RSR Validation Report

Step 1. Click Reports, click HRSA Reports, then click RSR Validation Report.

Step 2. Click Edit. Select the reporting year. In Central Administration, also select the provider.

Step 3. Click Save, then click Run.

Step 4. When Report complete appears, click View RSR Validation Report.

cwtemp > Default

Customize

Provider Summary

Add Client

Find Client

Reports

Rapid Entry

Appointments

My Settings

System Information

System Messages

Administrative Options

Switch Providers

Log Off

External Links

CAREWare Reports > HRSA Reports > RSR Validation Report Settings

Edit

Edit Filter

Filter By Funding Source

Run

Help

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RSR Validation Report Settings

Year: 2026

Cross Provider ART: ☐ Shared From Test Provider, ADAP

Cross Provider Eligibility: ☐ Shared From Test Provider, ADAP

Cross Provider Lab: ☐ Shared From Test Provider, ADAP

Apply Filter: ☐

Filter Description: Report Filter is empty

cwtemp > Default

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Log Off

External Links

CAREWare Reports > HRSA Reports > RSR Validation Report Settings > RSR Validation Report For Year: 2026

View Client List

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Print or Export

Columns visibility

Copy

RSR Validation Report For Year: 2026

Search:

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Showing 1 to 6 of 6 entries

Category	Check #	Validation Rule	Level	# Clients
Demographics	99	Clients missing Health coverage	Warning	5
Demographics	97	Clients missing Housing Status	Warning	6
Demographics	96	Clients missing Poverty Level	Warning	4
Demographics	216	Clients missing Housing Status Collected Date	Warning	6
Clinical Information	168	Clients missing Viral Load test results	Warning	2
Clinical Information	161	Clients missing CD4 test results	Warning	3

Notice

Collecting service data: ERE Initiative Services

Success

Report complete

View RSR Validation Report

Review validation results

Each row is a validation check with one or more affected clients. Use the report to prioritize corrections and open the underlying client records.

Column	What it shows
Category	Area of the client record related to the issue.
Check #	HRSA validation check number.
Validation Rule	Issue that needs review or correction.
Level	Severity of the validation message; alert, warning, or error.
# Clients	Number of clients currently meeting the validation condition. Link to list of clients with this issue.

Important

HRSA requires errors to be corrected before submission. Warnings should be corrected whenever possible; if a warning cannot be resolved, document the reason in the HRSA RSR validation comments as applicable.

Open affected clients

Step 1. Select a Validation Rule, then click View Client List.

Step 2. Select a client, then click Go To Client.

Step 3. Correct the underlying data, save the client record, and return to the validation report.

Step 4. Rerun the report after corrections to refresh the counts.

The screenshot shows the HRSA Ryan White HIV/AIDS Program RSR Validation Report interface. The main content area displays the 'RSR Validation Report For Year: 2026'. The table below represents the data shown in the report:

Category	Check #	Validation Rule	Level	# Clients
Demographics	99	Clients missing Health coverage	Warning	5
Demographics	97	Clients missing Housing Status	Warning	6
Demographics	96	Clients missing Poverty Level	Warning	4
Demographics	216	Clients missing Housing Status Collected Date	Warning	6
Clinical Information	168	Clients missing Viral Load test results	Warning	2
Clinical Information	161	Clients missing CD4 test results	Warning	3

Tip

The client list is a live lookup. Use [RSR Client Validation](#) in the client record when you need to recheck the same RSR rules for one client while correcting data.

Use filters for targeted reviews

Remove or disable filters before the final whole-provider validation unless a restricted scope is intentional.

Custom report filter

Step 1. Click **Edit Filter**, then click **Add**.

Step 2. Select a **Field Name** and click **Use Field**.

Step 3. Complete the **criterion** and **subfilter values**, then click **Save and Back**.

Step 4. Click **Edit**, check **Apply Filter**, click **Save**, then run the report.

Funding source filter

Step 1. Click **Filter By Funding Source**.

Step 2. Select the **funding source** and click **Set Filter**.

Step 3. Run the report and open the completed validation report.

Tip

Funding-source filtering can help isolate data-quality issues for clients receiving services tied to a specific RWHAP funding source. The funding-source criterion is added to the Filter Description with any custom filter.

Understand cross-provider data

When data sharing is enabled, CAREWare can include [shared data](#) from other providers in RSR calculations. The settings screen identifies the provider sharing each data type.

Setting	What it includes	Why it matters
Cross-Provider ART	Shared ART medications for applicable OAHS clients.	May satisfy medication reporting from another provider.
Cross-Provider Eligibility	Shared Ryan White eligibility records.	May make a client reportable even without local eligibility history.
Cross-Provider Labs	Shared laboratory results for applicable OAHS clients.	May satisfy CD4 or viral load reporting from another provider.

How to confirm the review is complete

- Validation counts decrease or disappear after corrected client data are saved and the report is rerun.
- The final report is run for the intended provider and reporting year and has minimal alerts, warnings, and is error free.
- The [RSR Viewer](#) is reviewed for completeness after CAREWare validation work is complete.

Troubleshooting and common questions

Why are clients missing from the validation report?

Confirm the provider, year, eligibility, service criteria, and any active custom or funding-source filters.

Why does a warning remain after I corrected the client?

After making changes make sure the changes saved and run the report again.

Why does CAREWare show shared ART, eligibility, or labs?

Cross-provider data are included when the applicable sharing relationship is enabled. Review the sharing source shown beside the setting.

Should I use the CAREWare result instead of HRSA validation?

No. CAREWare is a preparation tool. Upload the final client-level file to the HRSA EHBs and resolve the HRSA validation results before submission.

Related CAREWare guides and resources

Resource	How it helps
RSR	Overview of CAREWare RSR permissions and reporting tools.
RSR Client Report	Generate the RSR client-level XML file.
RSR Viewer	Review aggregate RSR counts and drill into client lists.
RSR Client Validation	Review the RSR validation checks for one client.
Eligibility	Review how Ryan White eligibility affects RSR inclusion.

Resource	How it helps
RSR Validation Report	CAREWare FAQ article for this report.
Upgrading CAREWare 6	Instructions for upgrading CAREWare
Provider User Manager	Instructions for managing provider and user permissions
HRSA EHB	HRSA Electronic Handbook (EHB) Login