

# General Information

## What is the UDS?

The Uniform Data System (UDS) is a standardized reporting system that provides consistent information about BPHC funded programs.

## Reporting Requirements:

**Who must submit a report?** All grantees funded before October 1, 2010 (including New Starts) with one or more BPHC grants (Community Health Center, Migrant Health Center, Health Care for the Homeless, Public Housing Primary Care).

**When do I need to report?** Reports must be ready for review by February 15, 2011. The system will not permit changes after March 31, 2011.

**How do I report?** UDS data are submitted through the HRSA “Electronic Handbook” (EHB). The EHB allows multiple users to work on a single UDS report in a collaborative manner. It also lets users complete tables as they are able, allowing them to be saved intermittently before completion. The EHB provides users with a summary of which tables to submit and also guidance through various resources available through the site.

## What Tables do I Submit?

- Everyone submits the 11 tables in the “Universal” Report.
- Agencies funded under only one BPHC funding authority complete only the “Universal” report.
- Agencies with multiple funding (i.e., two or more of CHC, MHC, HCH, and/or PHPC) also complete grant reports:
  - Grant reports are an abbreviated report including only Tables 3A, 3B, 4, (part of) 5, and 6A.
  - Grant reports cover only those patients served in the special population program(s).

## Why is the UDS Important?

UDS data are used to:

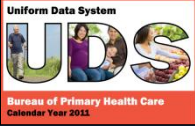
- Document effectiveness of BPHC funded programs.
- Guide BPHC as decisions are made.
- Document program effectiveness.
- Support program development and improvement at the grantee level.
- Document performance in SAC and BPR.

## What is Included?

- The number and socio-demographic characteristics of people served.
- Types and quantities of services provided.
- Counts of staff who provide these services.
- Information about the quality of care provided to patients.
- Cost and efficiency data relating to the delivery services.
- Sources and amounts of income.

TABLE		UNIVERSAL REPORT	GRANT REPORTS
<b>SERVICE AREA</b>			
Grantee Profile	Patients by zip code	X	
Cover Sheet	NO LONGER REPORTED		
Table 2	NO LONGER REPORTED		
<b>PATIENT PROFILE</b>			
Table 3A	Patients by Age and Gender	X	X
Table 3B	Patients by Hispanic/Latino Identity and Race; Patients best served in a language other than English	X	X
Table 4	Selected Patient Characteristics	X	X
<b>STAFFING AND UTILIZATION</b>			
Table 5	Staffing and Utilization	X	<partial>
<b>CLINICAL</b>			
Table 6A	Selected Diagnoses and Services	X	X
Table 6B	Quality of Care Indicators	X	
Table 7	Health Outcomes and Disparities	X	
<b>FINANCIAL</b>			
Table 8A	Costs	X	
Table 8B	NO LONGER REPORTED		
Table 9(A-B-C)	NO LONGER REPORTED		
Table 9(D-E)	Revenues	X	





# General Information

## Index of Tables for 330 Grantees:

### Patient Profile

- Patients by Zip Code
- Table 3A – Patients by Age and Gender
- Table 3B – Patients by Hispanic or Latino Identity/Race/Language
- Table 4 – Selected Patient Characteristics

### Provider and Utilization Profile

- Table 5 – Staffing and Utilization

### Clinical Profile

- Table 6A – Selected Diagnoses and Services Rendered
- Table 6B – Quality of Care Indicators
- Table 7 – Health Outcomes and Disparities

### Financial Profile

- Table 8A – Financial Costs
- Table 9D – Patient Related Revenues
- Table 9E – Other Revenues

## Resources for Assistance:

Help and information is available year round (not just at submission time)!

Available resources include:

- Training programs (Fall and Winter, 2011-12)
- Technical support to review submission (January – April)
- [Online training modules](#)
- An annually revised UDS Manual
- A telephone help line (866-UDS-HELP)
- [E-mail](#) help

## Look-Alike (LAL) Reporting:

In order to maintain consistency with BPHC Grantee reporting, the Look Alike designees will report the UDS using the tables and definitions as outlined in the BPHC UDS Reporting Manual. General exceptions include:

- Fields are greyed out for elements that do not apply to LAL reporting (*see below for these modifications*).
- LALs do not complete Table 6A.
- LALs are required to complete the Universal Report, only.

Table	Modifications to Tables for Look-Alikes
<b>Grantee Profile:</b> Patients by Zip Code	<None>
<b>Table 3A:</b> Patients by Age and Gender	<None>
<b>Table 3B:</b> Patients by Hispanic/Latino Ethnicity and Race; Patients Best Served in a Language Other Than English	<None>
<b>Table 4:</b> Selected Patient Characteristics	Lines 13a-c: Managed care member months are not reported. Lines 14 – 15 and 17 – 22: No details are reported on farmworkers or homeless patients.
<b>Table 5:</b> Staffing and Utilization	<None>
<b>Table 6B:</b> Quality of Care Indicators	<None>
<b>Table 7:</b> Health Outcomes and Disparities	Disparities data are not reported.
<b>Table 8A:</b> Financial Costs	<None>
<b>Table 9D:</b> Patient Related Revenue	Managed care detail and details of retroactive payments have all been deleted.
<b>Table 9E:</b> Other Revenue	Data on BPHC 330 and ARRA grants are deleted.
<b>Appendix D:</b> EHR Capabilities	<None>

