

**RSR Orientation Call: TRAX**  
**Written Q & A Summary**  
**October 19, 2023**

This RSR Orientation Call aimed to support people new to the Ryan White HIV/AIDS Program (RWHAP) or the RWHAP Services Report (RSR), and the use of TRAX. TRAX is a free tool sponsored by HAB to help providers create the RSR client-level data file. We provided an overview of TRAX and strategies to troubleshoot common issues. Participants were invited to share user experiences or questions throughout the webinar verbally and through the chat feature.

	Questions	Answers
1.	<p>TRAX asks us if we want to create eUCIs each year. The eUCI changes when the last name changes or the date of birth is corrected, so we do have multiple instances of eUCIs for some of our patients. What is your suggestion, should we leave this column blank in TRAX or provide TRAX with whatever eUCIs we have in the system and whichever ones are blank?</p>	<p>We suggest that you leave the eUCI (encrypted Unique Client Identifier) field blank in the ClientReport.CSV file and have TRAX create the eUCI each year.</p> <p>The UCI (Unique Client Identifier) is the first step in developing the eUCI. TRAX will use the following fields in the ClientReport to generate the eUCI.</p> <ul style="list-style-type: none"> <li>• First name</li> <li>• Last name</li> <li>• Date of Birth</li> <li>• Gender</li> </ul> <p>Name and Gender details may change for a client over time, so you want to have the most recent self reported client details.</p> <p>HRSA HAB has not been linking data by eUCI over time; they are linking across providers. If somebody changes their name or their gender, then hopefully that change is showing up at all these provider locations.</p> <p>We recommend saving the crosswalk of the client ID to the eUCI because you'll get your validations at the eUCI level. Please reach out to the DISQ Team at <a href="mailto:data.ta@caiglobal.org">data.ta@caiglobal.org</a> if you need any support with this crosswalk.</p> <p>We also encourage you to review the following resources for more information:</p> <ul style="list-style-type: none"> <li>• <a href="#">Encrypted Unique Client Identifier (eUCI): Application and User Guide</a></li> <li>• <a href="#">RSR In Focus: Creating the RSR and ADR eUCI</a></li> <li>• <a href="#">RSR In Focus: Using TRAX to Create Your RSR Client-level Data File</a></li> </ul>