

ARIES Required and Recommended Data Fields (updated 7/17/12)

Data Element	Required	Recommended	Notes	ARIES Error Report*
Demographics Main Tab				
New Client or Demographic Detail Sub tab (below)				
Last Name	A			Fix-It: Client Identifiers
First Name	A			Fix-It: Client Identifiers
Middle Initial	A		Use ARIES Decision Tree.	Fix-It: Client Identifiers
Mother's Maiden Name	A		Use ARIES Decision Tree.	Fix-It: Client Identifiers
Date of Birth	A			Fix-It: Client Identifiers
Gender	A			Fix-It: Client Identifiers
Contact Info Sub tab				
Residence				
Since Date	A		Enter known first date living at residence. Update if residence changes.	
Street 1	A			Fix-It: Residential Address
City	A			Fix-It: Residential Address
State	A			Fix-It: Residential Address
Zip	A		Do not leave this field blank. Record appears in Missing Data Report if data element is blank or "99999 " "99998" " or "99997 "	Fix-It: Residential Address
County	A			RSR Export
May we contact you by mail?		A		Fix-It: Residential Address
Phone 1	A		Do not leave field blank. If person does not have a phone number enter 999-999-9999.	
Phone Type	A			
Allow Contact	A			
Confid (Confidential)	A			
Msgs OK (Messages Okay)	A			
Mailing				
Same as Residence		A		
Street 1		A	Recommended if address is not same as residence.	
City		A	Recommended if address is not same as residence.	
State		A	Recommended if address is not same as residence.	
Zip		A	Recommended if address is not same as residence.	
County		A	Recommended if address is not same as residence.	
Emergency Contact				
Name		A		
Telephone 1		A		
Confid (Confidential)		A		
Msgs OK (Messages Okay)		A		
Demographic Detail Sub tab				
Identifiers (See New Client Above)				
Last Name	A			Fix-It: Client Identifiers
First Name	A			Fix-It: Client Identifiers
Middle Initial	A		Use ARIES Decision Tree.	Fix-It: Client Identifiers
Mother's Maiden Name	A		Use ARIES Decision Tree.	Fix-It: Client Identifiers
Date of Birth	A			Fix-It: Client Identifiers
Gender	A			Fix-It: Client Identifiers
Demographics				
Hispanic	A		Do not leave this field blank. Record appears in Missing Data Report if data element is blank or	RSR Export
Race 1	A		Do not leave this field blank. Record appears in Missing Data Report if data element is blank or	RSR Export
Primary Language		A		
Date of Death	A		Enter as necessary. Also select appropriate status ("Reported Deceased" or "Confirmed Deceased") in Demographics/Agency Specifics sub tab	

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Demographics Main Tab (Continued)				
Living Situation Sub tab				
Current Living Situation	A		Do not leave this field blank. Record appears in Missing Data Report if data element is blank or	RSR Export
Living Situation Since	A		Do not leave this field blank. Record appears in Missing Data Report if data element is blank or date is after the reporting period	RSR Export
Agency Specifics Sub tab				
Agrees to Share Data	A		Never check "Client Agrees to Share Data" when registering a new client.	
Agency Status	A		Update as necessary. If client is deceased, select appropriate status ("Reported Deceased" or "Confirmed Deceased") in this field, and enter "Date of Death" under Demographics Detail sub tab	
Status as of Date	A			
Agency Enrollment Date	A			
Reason for Status Change	A		Update as necessary. If a client is given an Agency Status of "Disenrolled" or "Discharged", the "Reason for Status Change" cannot be "Other."	
Referral Source		D	Recommended for Dental clients only.	

Eligibility Main Tab				
Eligibility Documents Sub tab				
ADAP	HCA		Required for 17th Street Care only.	
ARIES Consent Form	A		Needs to be updated every three years. Enter date "Doc Date", "Obtained," and date "Expires." Appears as error if no "Expires" date is entered	Fix-It: Eligibility Documents
HIV Letter of Diagnosis/Proof of Diagnosis	A [R]	R	Needs to be input only once. Do not enter "Expires" date. Recommended, but not required, if eligibility is documented based on Eligibility Verification Form (EVE) or Ryan White Eligibility and Registration Form	Fix-It: Eligibility Documents
Proof of Disability	A [R]	R	Needs to be updated for provision of Prescription Services with disability requirement (See Eligibility Requirements" document). Enter "Expires" date as applicable. If no expiry date due to permanent disability, indicate in "Notes."	
Proof of Income	A [R]	R	Needs to be updated annually. Enter date "Obtained" and date "Expires." Recommended, but not required, if eligibility is documented based on Eligibility Verification Form (EVE) or Ryan White Eligibility and Registration Form	
Proof of Residency	A [R]	R	Needs to be updated annually. Enter date "Obtained" and date "Expires." Recommended, but not required, if eligibility is documented based on Eligibility Verification Form (EVE) or Ryan White Eligibility and Registration Form	
Financial Sub tab				
Client Income				
Total		A	If no client income, check "No source of income." "Total Monthly income" must be greater than \$0 unless No source of income is checked.	
Household Income				
Household Income	A		Do not leave this field blank. If no household income, enter \$0. Record appears in Missing Data Report if data field is blank	RSR Export
# People in Household	A		Do not leave this field blank. Must be at least 1. Record appears in Missing Data Report if the data element is blank or less than 1	RSR Export
Insurance Sub tab				
Source	A		Do not leave this field blank. If client has no insurance, select "No Insurance." Record appears in Missing Data Report if no insurance records cover any portion of the reporting period	RSR Export
Start Date	A		Do not leave this field blank. If insurance start date is unknown, enter date of inquiry. Record appears in Missing Data Report if no insurance records cover any portion of the reporting period. Do not enter an insurance End Date, if insurance has not ended.	RSR Export

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A [R] = Required for all clients, unless eligibility is documented as "verified via referral." R = Recommended for clients who are documented as "verified via referral."

ARIES Required and Recommended Data Fields (updated 7/17/12)

Data Element	Required	Recommended	Notes	ARIES Error Report*
Medical Main Tab				
Basic Medical Sub tab				
Primary Medical Care	M	CM, MH	Choose appropriate information from drop down menu.	
Primary HIV Care	M	CM, MH	Choose appropriate information from drop down menu.	
CDC Disease Stage	A		Do not leave this field blank. Record appears in Missing Data Report if data element is blank, "Unreported," or "Unknown." If client has AIDS diagnosis, field should only indicate "CDC Defined AIDS" or "Disabling AIDS."	Fix-It: CDC Disease Stage RSR Export
AIDS Diag (Diagnosis) Date	A		Record appears in Missing Data Report if data element is "CDC-defined AIDS" or "Disabling AIDS" AND the "AIDS Diagnosis Date" is blank.	Fix-It: CDC Disease Stage RSR Export
AIDS Defining Conditions				
AIDS Defining Condition	M		Enter only if client is diagnosed with AIDS.	
Diagnosis Date	M		Enter only if client is diagnosed with AIDS.	
Medical History Sub tab				
Tests				
CD4 Date	M, CM		Needs to be updated every 6 months. Record appears in Missing Data Report if no CD4 tests are entered within the reporting period.	Fix-It: CD4 and Viral Load
T Cell Count	M, CM		Needs to be updated every 6 months.	Fix-It: CD4 and Viral Load
Viral Load Date	M, CM		Needs to be updated every 6 months. Record appears in Missing Data Report if no Viral Load tests are entered within the reporting period.	Fix-It: CD4 and Viral Load
Value	M, CM		Needs to be updated every 6 months.	Fix-It: CD4 and Viral Load
STI/Hepatitis	M		Syphilis, Hepatitis B, and Hepatitis C screening needs to be updated annually. Record appears in Missing Data Report if there are no STI/Hepatitis records within the reporting period where the test	RSR Export
Test Date	M			
Diagnosis	M			
Treatment Start Date	M			
Tuberculosis				
TB Test Medically Indicated	M		Do not leave this field blank. Record appears in Missing Data Report if the "TB Test Medically Indicated" data element is blank or "Unknown."	RSR Export
TB Test Medically Indicated Date	M		Record appears in Missing Data Report if the "TB Test Medically Indicated Date" data element is blank, or the "TB Test Medically Indicated" data element is Not "No" and the "TB Test Medically Indicated Date" data element is prior to the reporting period.	RSR Export
Date PPD/TST Placed	M		Record appears in Missing Data Report if the "TB Test Medically Indicated" data element is "Yes" and the "TB PPD/TST Test Placed" data is blank or prior to the reporting period.	RSR Export
Date PPD/TST Read	M			
IGRA Rate	M		Enter if applicable.	
Chest X-Ray Date	M		If no chest x-ray, leave blank.	
TB Diagnosis	M			
Date of TB Diagnosis	M			
Treatment Start Date	M			
Treatment End Date	M			
TB Treatment Type	M			
TB Treatment Status	M			
Date	M			
Immunizations				
Immunization Type	M		Hepatitis B-Dose 3 immunization should be completed. Record appears in Missing Data Report if there is no immunization record, regardless of date, where the type is "Hepatitis B - Dose 3."	RSR Export
Is not medically indicated	M			
Date	M			

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Medical Main Tab (Continued)				
OB/GYN & Pregnancy				
			Required for female Medical clients only.	
Primary Ob/GYN	M		Enter for female clients.	
Phone	M		Enter for female clients.	
Pap Smear & Pelvic Exam Date	M		Needs to be updated annually for female clients. Record appears in Missing Data Report if gender is not "Male" and there is no Pap Smear record within the reporting period.	RSR Export
Pregnancy History				
Date first reported pregnant	M		Enter if pregnant.	RSR Export
Estimated Date of Conception OR Estimated Date of Delivery	M		If pregnant, do not leave both fields blank. Record appears in Missing Data Report if gender is not "Male" and a pregnancy record exists but both "Estimated Date of Conception" AND "Estimated Date of Delivery" data fields are blank.	RSR Export
HIV Status During Pregnancy	M		If pregnant, do not leave field blank. Record appears in Missing Data Report if gender is not "Male" and a pregnancy record exists but "HIV Status During Pregnancy" data field is blank.	
Date Prenatal Care Began	M		If pregnant, do not leave field blank. Record appears in Missing Data Report if gender is not "Male" and a pregnancy record exists but "Date Prenatal Care Began" data field is blank.	RSR Export
ART Counseling offered to reduce HIV transmission to infant	M		Enter if pregnant.	
Date Received ART Counseling	M		Enter if pregnant.	
ART was offered to reduce vertical transmission to infant	M		If pregnant, do not leave field blank. Record appears in Missing Data Report if gender is not "Male" and a pregnancy record exists but "Date Prenatal Care Began" data field is blank.	RSR Export
Date ART was taken	M		Enter if pregnant.	
Pregnancy Outcome	M		Enter if pregnant.	
Date of Pregnancy Outcome	M		Enter if pregnant.	
Newborn HIV status	M		Enter if pregnant.	
Date Received ART Counseling	M		Enter if pregnant.	

Medications Main Tab				
ART Sub tab				
ART Type	M		Needs to be updated as necessary. Select "None/not applicable" if client is not on ART.	
Reason not on HAART	M		Enter reason if "None/not applicable" is selected under ART Type.	
Start Date	M		Do not leave this field blank. Needs to be updated as necessary if client is on ART therapy. If client is not on ART, enter date it was determined that client should not be on ART. Record appears in Missing Data Report if there are no ART Type records where type is 'Highly Active Anti-Retroviral Therapy' that cover the period of the reporting period.	RSR Export
End Date	M		Leave this field blank if patient is on ART therapy. If patient has ended ART, enter end date for ART.	
Anti-Retroviral Drugs				
Anti-retroviral Drugs	M		Needs to be updated as necessary if patient is taking anti-retroviral drugs.	
Start Date	M		Needs to be updated as necessary if patient is taking anti-retroviral drugs.	
End Date	M		Leave this field blank if patient is taking anti-retroviral drug. If patient has ended drug, enter end date for drug as appropriate.	
Dosage	M		Needs to be updated annually to verify client is taking anti-retroviral drugs. Enter current 4-digit RSR	
Adherence - days taking ART	M		Needs to be updated annually if client is taking anti-retroviral drugs.	
Adherence - as of date	M		Needs to be updated annually if client is taking anti-retroviral drugs.	
Genotypic/Phenotypic testing performed (Yes/No/Unknown)	M		If no test was done enter explanation for no test under notes.	
Date of Test	M			
Notes	M		Enter explanation if no Genotypic/Phenotypic testing performed.	
Other Medications				
Other Medications	M			
Used For	M			
Type	M		Record appears in Missing Data Report if there are no Other Medications records that cover any portion of the reporting period where "Used For" contains the text "PCP" AND "Type" is "Prophylaxis" AND "Other Medications" code is d00124, d00008, d00030, and d01120.	RSR Export
Start/End Date	M			

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Risk and Assessments Main Tab				
Risk Factors Sub tab				
Client Risk Factors	A		Do not leave ALL check boxes blank. Check "Unknown" only if risk factor is truly unknown. Record appears in Missing Data Report if there are no checkmarks on this screen, or the only checkmarks are one or both of the 'Unknown' items.	RSR Export
Sex Partner Risk Factors, Heterosexual Contact ONLY	A		Complete for female clients for which "Sex with Male" OR male clients for which "Sex with Female" is checked under Client Risk Factors.	
Primary HIV Exposure		A	Select "Unknown," only if primary HIV exposure is truly unknown.	
Substance Abuse Sub tab				
Treatment Status	M, CM		Do not leave this field blank. Select "No active treatment or counseling" if appropriate.	
Date	M, CM		Enter date of inquiry if "No active treatment or counseling" is selected under Treatment Status.	
Screen Date	M, CM		Do not leave this field blank. Record appears in Missing Data Report if there are no Substance Abuse Screening records within the reporting period.	RSR Export
Mental Health Sub tab				
Treatment Status	M, CM, MH		Do not leave this field blank. Select "No active treatment or counseling" if appropriate.	
Date	M, CM, MH		Enter date of inquiry if "No active treatment or counseling" is selected under Treatment Status.	
Screen Date	M, CM, MH		Do not leave this field blank. Record appears in Missing Data Report if there are no Mental Health Screening records within the reporting period.	RSR Export
Assessments Sub tab				
Risk Reduction Screening Date	M		Do not leave this field blank. Record appears in Missing Data Report if there are no Risk Reduction Screening records within the reporting period.	RSR Export

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*ARIES Error Report	ARIES Location	Description
Fix-It: Client Identifiers	Client Report	Lists clients served within a date range, and any problems with client identifiers.
Fix-It: Residential Address	Client Report	Lists clients served within a date range, and any problems with residential address.
Fix-It: Eligibility Documents	Client Report	Lists clients served within a date range and any problems with HIV Documentation (not required for R/A) or ARIES Consent Form.
Fix-It: CDC Disease Stage	Client Report	Lists clients served within a date range with CDC Disease Stage, AIDS Diagnosis Date, and AIDS Defining Conditions.
Fix-It: CD4 and Viral Load	Client Report	Lists clients served within a date range and any problems with CD4 tests and Viral Load tests.
Ryan White HIV/AIDS Services (RSR) Export	Compliance Report	Shows clients with missing RSR data