

CALIFORNIA DEPARTMENT OF AGING

National Aging Program Information System (NAPIS) State Program Report (SPR) Title III and VII and California Legal Services Title IIIB (CDA 1022) Report

ANNUAL DATA ERROR REPORT

State Fiscal Year (SFY) _____

To: AAA Director, PSA # _____

Date Sent: _____

Due Date: _____

INSTRUCTIONS: Please provide appropriate Area Agency on Aging (AAA) staff with a copy.

The California Department of Aging (CDA) has performed the NAPIS SPR and CDA 1022 logic and questionable data error checks. Please review this report and provide the appropriate corrections/explanations by the due date indicated above.

- Logic error checks consist of formulas that check the mathematical accuracy of submitted data by ensuring data combinations do not conflict with one another and the relationships between data elements in two or more records are accurate. The AAA must correct these errors.
- Questionable data checks consist of reviewing missing data and extreme quarterly or annual data fluctuations, and verifying the AAA's adherence to statutory requirements to ensure the AAA is targeting the appropriate population for services. The AAA must correct the data errors or explain the questionable data errors to CDA. Refer to your attached Performance Data Reports.

ABBREVIATION KEY	
NAPIS SPR	Title III State Program Report (in CARS)
CDA 1022	California Legal Services Report (Title IIIB)

LOGIC ERROR CHECKS

NO LOGIC ERRORS

LOGIC ERRORS (Require Correction)

CDA 1022

- 1. Total Clients by Race plus Missing/Declined to State Race must be equal to Total Number of Clients count.
- 2. Gender (Male and Female) plus Missing Gender must be equal to Total Client count.
- 3. Age breakdowns plus Missing Age must be equal to Total Client count.
- 4. The sum of Total Cases Closed by Code must be equal to Total Cases Closed count.
- 5. The sum of Total Cases Opened by Code must be equal to Total Cases Opened count.
- 6. Total Units of Service in Legal Services Title III B report (CDA 1022) must be equal to Total Units of Legal Services in NAPIS SPR (CARS).

NAPIS SPR

- 7. Expenditures by Service Category cannot be zero if Total Client count by Service Category is greater than zero (vice versa).
- 8. Other: _____

AAA Logic Error Explanation

Describe the why the error(s) occurred and how you plan to monitor the issue(s) in the future.

**Logic errors must be corrected to be included in the statewide report.
Corrections must be sent electronically to DataTeam.Reports@aging.ca.gov or corrected in CARS at <https://ca.getcare.com>.**

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QUESTIONABLE ERROR CHECKS

NO QUESTIONABLE ERRORS

QUESTIONABLE ERRORS (Require Correction or Explanation)

NAPIS SPR

- 1. No/Few Poverty Clients reported.
- 2. No/Few Rural Clients reported.
- 3. No/Few Lives Alone Clients reported.
- 4. No/Few ADL Clients reported.
- 5. No/Few IADL Clients reported.
- 6. No/Few High Nutrition Risk Clients reported.
- 7. There is a decrease in the percentage of individuals reported at high nutritional risk.
 - Home Delivered Meals
 - Congregate Meals
 - Nutrition Counseling
- 8. Non-Registered meals reported in Home Delivered Meals and/or Congregate Meals.
- 9. Clients under the age of 60 have been reported in Title III B services.
- 10. Large percentage of missing data has been reported for:
 - _____
- 11. Questionable fluctuations have been reported between performance data and fiscal expenditures and/or fluctuations in performance are over 10 percent.
- 12. Questionable fluctuations have been reported in total number of providers or focal points.

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QUESTIONABLE ERROR CHECKS

13. Performance data in NAPISCare Module is different from performance data in the File Upload Manager Module due to AAA modifications.

14. Other: _____

AAA Questionable Error Explanation Needed

Explain the cause for the questionable data errors and describe how you plan to correct the issue(s).

**Questionable data must be explained or corrected.
Corrections must be sent electronically to DataTeam.Reports@aging.ca.gov or corrected in CARS at <https://ca.getcare.com>.**