

Table 3B: Demographic Characteristics

Welcome and thanks for dropping by to learn about Table 3B: Demographic Characteristics.

Please click START to begin.

Welcome

If you have attended one of these trainings before, we may have already met. But, in case you haven't, I'm Kelly - your UDS Report expert, and I am here to help you complete Table 3B.

This table describes key demographic information about the patients served by your health center and all of the others around the country. This data also allows the Bureau to assess the extent and impact of health disparities and barriers to care.

Introductions

Let's start with introductions.

- If you'd like, please let me know who you are by typing your name in the box.
- If you don't want to enter your name, just click **Sign In**.

Get Started or View Navigation

If you've been here before and know how to use the navigational features, you can go straight to the training by clicking on the **LET'S GET STARTED button**.

If you'd like to learn more about our training's navigational features - click on the **HOW TO NAVIGATE button** to continue.

Navigation: Table of Contents & Transcript

Before I go on - if you are interested in hearing the audio narration, please be sure to adjust your computer speakers so that you can hear me.

If you would like to read the transcript, you can see it over here in the "TRANSCRIPT" tab on the LEFT of your screen.

Also ON THE LEFT of the screen, you'll see a tab that says "TABLE OF CONTENTS." You can use this tab to go anywhere you want within this course. You may find it useful if you want to review something specific about Table 3B. In that case, you can just click on any of the topics listed and jump to that particular section of the course.

If you would like an overview that covers all the topics, just stick with me.

Navigation: Play, Previous, Next

AT THE BOTTOM of the screen, you'll see a control bar with navigation controls and buttons that will let you adjust your viewing experience:

- If you want to stop the video, just hit the play button once (to pause), then hit it again to resume.
- You can also slide the progress bar to the left if you would like to repeat some of the material, or slide it to the right to jump ahead.
- To go to the slide just before or to proceed to the next slide, use the buttons to the right of the control bar labeled "PREVIOUS" and "NEXT."

Navigation: Resources, Main Menu, Exit

There are several links AT THE TOP RIGHT of your screen:

- If you click on the RESOURCES link, you will see additional files and links to websites that will help you in completing your Report;
- If you click on the MAIN MENU link, you can return to the UDS Learning Center's library; and
- When you're done, click on the EXIT link, and you will exit the course entirely.

Navigation: Icons

Throughout the course you will see icons that you can click on to:

- View or print the UDS tables;
- Refer to the UDS Manual;
- See helpful hints that should help you with your UDS Report; or
- Take you to a Case Study example to see how all of the UDS data works together.

One last thing before we begin - if you need to leave this training early and return to it later, you can do that. When you come back next time, we will remember where you left off and ask you whether you want to continue from there or start again from the beginning.

I think that covers the details about how to move through the course. Let's get started!

What is Table 3B?

You may be wondering to yourself, "What is Table 3B?"

What is Table 3B?

Table 3B is the third of four tables that make up the Patient Profile for the UDS Report. Every health center will complete it each year as part of their Universal Report.

- If you receive two or more 330 grants, you will also complete a separate grant table for each of the special population funding streams you have.

As we start, if you would like to see a close-up of this table, please click on the VIEW THE TABLE icon IN THE LOWER RIGHT OF THE SCREEN to view (and even print out) Table 3B. You may find it handy to have it available to you as we go through the training.

What is Table 3B?

This table reports the same unduplicated patients as the Zip Code Table and Tables 3A and 4 but now includes their race, Hispanic or Latino ethnicity, language, sexual orientation, and gender identity.

Why are these data important?

UDS data are critically important to the Bureau of Primary Health Care (BPHC) and are used in a number of ways, but this wealth of information can also be useful to you.

For example, you can use the race and ethnicity data reported on Table 3B to describe your patients and use it with data reported in Table 7 to assess the extent and impact of health disparities across various sub-populations. Along these same lines, you can use the language data to understand and, if necessary, address this critical barrier to care.

How you use this information is up to you! It is all available to you, so just remember this resource and let it help support your work!

How can this training help me?

Given the importance of the UDS data and its uses, we hope that this training will help you in completing your UDS report as accurately and as efficiently as possible!

By the end of today's training on Table 3B, we hope that you will be ready to:

Learning Objectives

- Report patients by their race, ethnicity, language, sexual orientation, and gender identity

Learning Objectives

- Collect demographic data accurately and consistently

Learning Objectives

- And complete Table 3B so that it is consistent with the numbers reported on the other Patient Profile tables (like the Zip Code table and Tables 3A, and 4) and the rest of your UDS report. For example, you'll want to make sure that the data reported on Table 3B makes sense with Table 7, where patients with certain conditions are also reported by race and ethnicity.

Key Terms

Let's go over some of the key terms that will be important for understanding this table. We'll spend more time on each of these in this training; but know that you can also find definitions in the UDS Manual by clicking on the icon in the lower right corner of the screen. Let me briefly run through the primary ones here:

- As we go through the training we will talk about “total patients.” And by that we mean all of the people who have had one or more UDS-reportable visits at your health center, during the reporting year.
- To figure out who is a patient you have to know what a “reportable visit” is, right? Again, the UDS Manual has a detailed definition of a visit, but briefly, it is a face-to-face contact between a patient and a provider during which the provider exercised independent, professional judgment. To be included as a visit, it must have also been documented in your health center's charts.
- We'll also talk about “Grant Program Patients” - those patients who have had one or more UDS-reportable visits in the year that was supported by one of the special population grant programs (e.g., Health Care for the Homeless).

Key Terms

- In this training session and others, we'll focus on the importance of data being “self-reported” by the patient. By this we mean that you should ask each patient to tell you their answer. Race and Hispanic/Latino Ethnicity are examples of information that must be “self-reported” by your patients.
- Table 3B asks you to report all of your patients by their “Race”. We'll review the specifics of the racial categories shortly; and
- This table also asks you to report all of your patients by their “Hispanic or Latino Ethnicity” - Hispanic or Latino includes all persons who identify with the Spanish-speaking nations of the world (for example, Cuba, Mexico, Puerto Rico, South or Central America). It excludes Haiti, Portugal, and Brazil.

Table 3B: Step-by-Step Instructions

With that brief overview and an idea of how you're feeling about this table, let's go ahead and turn to the detailed steps that are involved in completing this table accurately.

Who Should I Include?

- One of the first things to note is that, like the Zip Code Table and Table 3A - Table 3B asks for an **unduplicated count** of patients. This means that each patient is counted only once on this table, regardless of how many times they received services or how many types of services they've received.
- Also, you will need to report ALL of your health center's patients here - not just your medical patients. On Table 3B, you'll include everyone who had at least one reportable visit in any of the service categories during the reporting year.

Did you know: EHB notes for big changes

If you experienced a big change in the age or gender profile of your patients since last year, you can let your Reviewer know by adding an EHB comment.

Table 3B format: rows & columns

On Table 3B, you will report five things about your patients - their ethnicity, race, language, sexual orientation, and gender identity. You can see that you will report some of this information about patients in a matrix (or table) format. This will allow you to report how patients identify themselves by race and Hispanic/Latino ethnicity at the same time.

Seem complicated? Don't worry-you will understand this in no time!

Did you know: 3B, Zip, 3A, 4

Remember, you are still describing the same group of patients that you reported on the Zip Code table and Table 3A, so the total number of patients you're reporting here should match.

More specifically, the total number of patients that you report by race and ethnicity on Table 3B (Line 8, column d), needs to be equal to the total number of patients reported by age and gender on Table 3A (Line 39, columns a & b), and total patients by Zip Code.

Patients by Hispanic or Latino Ethnicity

We'll begin with the first section of this table, reporting your patients by Hispanic or Latino Ethnicity and Race. To skip to the second half of 3B on Sexual Orientation and Gender Identity reporting, click "Skip Ahead" at the bottom right of your screen.

Table 3B format: rows & columns

Let's start by focusing on the rows first:

- On each row in Table 3B, you will report patients by their race.

Table 3B format: rows & columns

Once you've identified the patients' race, you'll use the columns to categorize them by Hispanic/Latino ethnicity.

- Using **column a**, you'll report patients who identify their ethnicity as Hispanic or Latino; and
- Using **column b**, you'll report patients who do not identify as Hispanic or Latino.

Table 3B format: rows & columns

- You will use **column c** to report patients' who did not identify any race **or** Hispanic or Latino ethnicity. You'll see that column c only has one cell that is not grayed out - and that is on the "Unreported/Refused to Report" line (or Line 7). So, if a patient did not report their race nor their ethnicity, then you would count them here (Line 7, column c). We will talk more about this in a few minutes.
- In the last column, **column d**, you will add up the numbers across all of the columns and report the totals on each line.

Race

OK, so let's concentrate on reporting race first. This all starts with you asking patients to select their race as part of your intake or registration processes. The patients' selections on your intake/registration forms should be reported here in Table 3B. The self-reporting method and racial categories used for the UDS Report are consistent with the approach taken by the United States Census and are a required part of the UDS Report. The primary race categories include:

- Asian
- Native Hawaiian
- Other Pacific Islander
- Black/African American
- American Indian/Alaska Native
- White

You can find more detailed information about this section by clicking on the DID YOU KNOW icon on this screen.

Did you know: Asian/Pacific Islanders

The UDS Report uses three categories (or rows) to report information about patients who are sometimes reported as “Asian/Pacific Islanders” in other systems.

You'll notice on Table 3B that three rows have been used to allow us to gather more detailed information about this group of patients. You'll report:

- Asian patients-or persons having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Indonesia, Thailand, and Vietnam-on Line 1;
- Native Hawaiians-or persons having origins in any of the original peoples of Hawaii-on Line 2a;
- Other Pacific Islanders-or persons having origins in any of the original peoples of Guam, Samoa, Tonga, Palau, Truk, Yap, or other Pacific Islands in Micronesia, Melanesia or Polynesia-on Line 2b; and
- Then remember to add Lines 2a (Native Hawaiian) and 2b (Other Pacific Islander) and report that number on Line 2 (Total Hawaiian/Pacific Islander).

More than One Race

You will also use Line 6 to report patients who self-identified as “more than one race.”

A couple of things I want to mention here:

- “More than one race” should **not** be offered as a selection/answer on your intake, registration, or data collection forms.
- You should report patients as “more than one race” if they select more than one race from a form that allows them to “check one or more” or “check all that apply.” In other words, make sure you collect detailed race information from your patients-but make sure you have a way to identify those who have “checked more than one” or “all that applied”-those will be the patients you will report on Line 6 (More than one race).

One quick, and important, note here is that:

- You should not use Line 6 to report some racial identity plus Hispanic/Latino-we'll cover how to handle that in just a minute.

Race: Unreported/Refused

OK, so we're almost done going over the rows (or lines) on Table 3B-just a couple more to go over before we move on to the table's columns:

- First, Line 7 (Unreported/Refused to Report). You'll use this line to report patients who did not report a race or who selected a race not provided on the list.
- Lastly, Line 8 (Total Patients). We'll talk a little more about how Line 8 will be totaled when we get to the instructions for completing each of the columns in this table.

Ethnicity

Now we'll turn to the columns on Table 3B-where you'll report on Hispanic or Latino ethnicity (columns a through d).

As with race, patients must self-report their Hispanic or Latino ethnicity. This could be collected as part of your intake or registration process but no matter the method, it must always come directly from your patients.

Column a: Hispanic/Latino

As I mentioned when we were covering the key terms today, Hispanic or Latino ethnicity includes:

- All persons who identify with the Spanish-speaking nations of the world (for example, Cuba, Mexico, Puerto Rico, South or Central America).
- But it does not include Haiti, Portugal, and Brazil.

Did you know: ethnicity but no race

What do you do if a patient indicated that they are Hispanic/Latino but left the race field blank on your forms?

- You will report them on line 7, column C as Hispanic/Latino whose race is unreported/refused to report.
- Be careful to not default these patients to “White”, “Native American”, “more than one race”, or any other category.

Column b: Not Hispanic/Latino

The UDS Report only collects information about Hispanic or Latino ethnicity. You'll report all other ethnicities in column b (Not Hispanic or Latino).

- So, if a patient does not indicate that they are Hispanic or Latino (or some other term that is part of the "Hispanic or Latino" population) - then you should report them as "Not Hispanic or Latino."

Did you know: Race but no ethnicity

What do you do if a patient indicates their race but not their Hispanic/Latino ethnicity?

- Report that patient in column b (not Hispanic/Latino) and on the appropriate race line.

Column c: Ethnicity Unreported/Refused

Column c is a unique one in that it only has one cell available.

- Use Line 7, column c to count patients who left the entire race and Hispanic/Latino ethnicity parts of your intake or registration forms totally blank.

Did you know: no race/ethnicity

What do you do if a patient left both the race and Hispanic/Latino ethnicity fields blank on your forms?

- Well, if a patient didn't indicate race and didn't indicate Hispanic/Latino ethnicity, you'll use the one table cell that is available in column c (Unreported/Refused to Report).
- On Line 7 (column c)-you'll be able to report the patients who left both race and ethnicity blank.

Column d: Total

Column d is where you add everything up. More specifically, it asks you to total the numbers in columns a through c for each race line.

Ultimately, in column d, on line 8, you will add lines 1, 2, and 3 through 7 and report the total. This final number should be equal to your total patient count.

Did you know: race/ethnicity different

How easily this goes depends quite a bit on how your patients fill out your intake and registration forms!

A couple of things to keep in mind that may help answer questions about these items are that:

- Ethnicity and race are mutually exclusive in this table. So, someone will not be able to only identify themselves as “Hispanic/Latino” and consider that their race and ethnicity.
- But, if that does happen (for example, a patient only chooses Hispanic/Latino and does not make a choice for race)-then you will report their race as “Unreported/Refused to report” (on Line 7) and their ethnicity as “Hispanic/Latino” (in column a).

North Side Needs Your Help!

Let's stop here and see if you can help the North Side Health Center complete these first parts of Table 3B. It's their first time completing the UDS Report.

- If you would like to try to help North Side - click the NEXT button at the bottom of the screen. Start by taking a look at four of their patient intake forms and show them how to report the patient's race and Hispanic or Latino ethnicity on Table 3B.
- If you don't have time right now and need to skip this, click the "Skip Ahead" button on this screen.

North Side: Intake Form 1

On this first Intake Form - the patient indicated:

- Their race as "Black/African American"
- And, answered "No" to Hispanic or Latino ethnicity.

Click on the cell where you think they should be reported on Table 3B.

Answer: Line 3, column b

Feedback when correct:

That's right! You would report this patient on Line 3 (Black/African American), column b (Not Hispanic/Latino).

Feedback when incorrect:

Not quite. You would report this patient on Line 3 (Black/African American), column b (Not Hispanic/Latino).

North Side: Intake Form 2

OK, let's try another. Here the patient indicated:

- Their race as "Asian"
- And, provided no response to Hispanic or Latino ethnicity.

Click on the cell where you think they should be reported on Table 3B.

Answer: Line 1, column b

Feedback when correct:

Great, you're getting it! Based on how this patient responded on the intake form, you would report this patient on Line 1 (Asian), column b (Not Hispanic/Latino).

Feedback when incorrect:

Not exactly. You would report this patient on Line 1 (Asian). But since they did not respond to the ethnicity question - you will assume they are not Hispanic and report them in column b (Not Hispanic/Latino).

North Side: Intake Form 3

On this next Intake Form - the patient indicated:

- Their races as "Black/African American" and "Native Hawaiian"
- And, answered "No" to Hispanic or Latino ethnicity.

Click on the cell where you think they should be reported on Table 3B.

Answer: Line 6, column b

Feedback when correct:

Very good. You would report this patient on Line 6 (More than one race) and in column b (Not Hispanic/Latino).

Feedback when incorrect:

Oops, sorry. Remember, you should report patients who select more than one race (as this patient did) on Line 6, and in column b (Not Hispanic/Latino).

North Side: Intake Form 4

On this last Intake Form - the patient indicated:

- No race
- And, answered "Yes" to Hispanic or Latino ethnicity.

Click on the cell where you think they should be reported on Table 3B.

Answer: Line 7, column a

Feedback when correct:

Perfect. You would report this patient on Line 7 (Unreported/Refused to Report) and in column a (Hispanic/Latino).

Feedback when incorrect:

Sorry, that's wrong. Use Line 7 to report anyone who does not identify their race. Since this patient indicated they were Hispanic/Latino, you would report them in column a (Hispanic/Latino).

Line 12: Language

OK, great, thank you for helping out the North Side Health Center. Sometimes it helps your own understanding of something when you have to explain it to someone else!

Now, let's talk Line 12 on Table 3B. On Line 12, you will report the total number of patients who are best served in a language other than English. "Who exactly is that?" you might be asking yourself - well, for the purposes of the UDS Report:

- It could include people who are bilingual but who may not be fluent in medical English.
- It could also include patients who are served by a bilingual provider or for whom you have used a translator or interpreter to provide services.
- But it could also include patients who use sign language to communicate.
- Also remember to include patients who live in areas where English is not the dominant language (places like Puerto Rico or the Pacific Islands) if they would also be best served in a language other than English.

Did you know: Line 12 can estimate

Line 12-Patients by Language-is the only place on the UDS Report where you're allowed to estimate.

So, if you do not have an exact number to report on Line 12, you can estimate and report that number here.

Take a Minute & Explore Table 3BOK, so now let's take a minute and let you explore Table 3B.

In this sample, the health center reported that:

- Of their Black/African American patients (Line 3) - 3 of them identify as Hispanic/Latino ethnicity (column a) and 57 do not (column b). The total number of Black/African American patients (60) is totaled in column d.
- A total of 88 patients identify as “more than one race” (Line 6, column d). With 8 of them also identifying as Hispanic/Latino ethnicity (column a) and 80 of them not identifying as Hispanic/Latino ethnicity (column b). The total 88 patients reporting as more than once race is listed in column d.

With the rows totaled, we can now total the columns on Line 8:

- In column a - the total number of Hispanic/Latino patients adds up to 11;
- In column b - the total patients who are not Hispanic or Latino adds up to 137; and the total in column d is 148.

Sexual Orientation and Gender Identity

The second half of Table 3B relates to a patient’s sexual orientation and gender identity. Since you reported on sex assigned at birth in 3A, this is the section that will give you an opportunity to report on the gender with which your patients identify. Collecting this data will allow BPHC to identify and reduce health disparities and promote culturally competent care.

Let’s talk a bit now first about reporting on your patient’s sexual orientation.

Sexual Orientation

Health centers are encouraged to collect demographic data for every patient, typically as part of the registration process, but collecting sexual orientation data from patients less than 18 years of age is not mandated. As with all demographic data, sexual orientation is to be self-reported by your patients. In the event that sexual orientation information is not available, the patient is to be reported on Table 3B as “don’t know” on Line 17.

Sexual Orientation

Let's go through the different designations here line by line.

Line 13 – Lesbian or Gay: refers an individual who is attracted to people of their own gender.

Line 14 – Straight (not lesbian or gay): Will refer to a person who is attracted to people attracted to people of the opposite gender.

Sexual Orientation

Line 15 Bisexual: Will refer to someone who is attracted to people of their own gender and people of other genders.

Line 16 Something else: Refers to someone who identifies as something other than Lesbian, Gay, or Bisexual. This category will include anyone who identifies themselves as queer, pansexual, or asexual.

Line 17 Don't Know: This line is for people who report that they don't know what their sexual orientation is. Health centers should also use this category to report patients where the health center does not know the patient's sexual orientation (i.e. because the health center did not have systems in place to ask about sexual orientation).

Sexual Orientation

Line 18 Chose not to disclose: This category is where you'll place any patients who have chosen not to disclose their sexual orientation.

And finally, Line 19 will total all of your patients up. This number should match the number of patients you report above in race/ethnicity, as well as the total number of patients reported on Table 3A.

Gender Identity

Now let's move ahead and talk about gender identity. A person's gender identity, or their internal sense of their gender. Gender identity is separate from a patient's sex assigned at birth, and is also separate from their sexual orientation. Table 3A will reflect the patients sex as assigned at birth, while this segment of Table 3B will allow you to record the patient's current gender identity. Let's go through your options here.

Gender Identity

Line 20 – Male: Refers to a person who identifies themselves as a man/male

Line 21 – Female: Refers to a person who identifies as a woman/female

Line 22 – Transgender Male/ Female-to-Male: Refers to a transgender person whose gender identity is man/male. Some transgender men may just use the term man.

Gender Identity

Line 23 – Transgender Female/ Male-to-Female: This refers to a transgender person whose gender identity is a woman/female. Some transgender women may just use the term woman.

Line 24 – Other: If someone doesn't feel the previous four categories adequately describe them, they can fall into this category. This would include patients who identify as genderqueer or non-binary. Also, use this category to report patients where the health center does not know the patient's gender identity (i.e., health center did not have systems in place to routinely ask about gender identity).

Gender Identity

Line 25 – Chose not to disclose: Like sexual orientation and race/ethnicity a patient may choose not to disclose their gender identity. Any patient who leaves the form blank or otherwise opts out of responding would fall here.

Line 26 – Total Patients: Once again this line will total all of your patients up. This number should match the number of patients you report in race/ethnicity and sexual orientation, as well as the total number of patients reported on Table 3A.

Try It

Try out Table 3B using what you know about your own health center to get a feel for how it works.

For example, you can:

- Enter your number of patients who identify their race as “White” and ethnicity as Hispanic or Latino on Line 5, column a;
- Then, enter the number of patients who identify their race as “White” but do not identify their ethnicity as Hispanic or Latino on Line 5, column b; then
- Add Columns a and b together and report the total on Line 5, column d.

Go ahead and give it a try. Click NEXT when you're finished and ready to move on.

Cross Table Issues

Now that you know more about how to complete Table 3B, it's important for you to also know how the information you'll report in this table relates to information reported in the other tables of the UDS report.

- First, remember that Table 3B, the Zip Code table and Tables 3A and 4 are all capturing the SAME patients. What I mean by this is that the total number of patients you report on Table 3B **must equal** the number of patients you report on all of the other Patient Profile Tables (like the Zip Code table and Tables 3A and 4).

Did you know: Grant vs. Universal

Remember, a Grant Report table contains a subset of the total population served by your health center.

What this means is that you can never have more patients reported in any cell on your Grant Report table, than in the same cell on your Universal Report.

Let me see if I can make that a little clearer:

- If you have an HCH grant and report 1,000 patients who identify as White for race and Hispanic or Latino for ethnicity on your Universal Report; then
- You need to report 1,000 or fewer patients who identify as White and Hispanic or Latino on your Grant Report
- In other words, you can't report having more "homeless" White Hispanic or Latino patients than total White Hispanic or Latino patients at your health center.

Cross Table Issues

- Second, you must report your data from one data source for both Tables 3B and 7.

We mentioned earlier that these data can be retrieved from your patient registration systems-and, if that is the case, make sure that you also use your patient registration system database when reporting patients on Table 7.

- Both of these tables report patients by race and Hispanic/Latino ethnicity - so the numbers need to work together and make sense. For example, you cannot report on Table 7 that you have more Asian patients with hypertension than total Asian patients (on Table 3B).

Find & Flip

Let's take another break for you to play "Find and Flip" where you try to find the problems in this health center's Table 3B.

When you click on a number that is a problem, that area will flip over and provide more information. If you happen to click on something that isn't a problem, you can try again and keep trying until you find them all (just 3 areas in this report).

- Click the PLAY FIND & FLIP button to try your hand at the game; or
- Click the SHOW ME button to reveal the answers.

Play Find & Flip

Let's get this detective work started by giving you some hints that will help you zero in on suspicious-looking data. Try to find...

- A lot of blank forms
- Many not reporting
- One race

Whenever you want to see the answers - go ahead and click the "SHOW ME" button in the upper left corner of the screen.

One race

That's right! A large proportion of patients are reported as White.

Missing race

Right! 16,504 patients have unreported race data.

Missing race & ethnicity

Good eye! 6,303 patients have missing race and ethnicity data.

Not an answer

No, sorry, that's not one of the problem areas.

- If you'd like to try again, click the red "x" to close the window and return to the table.

Find & Flip: Show Me

OK - so, here is some information that looks suspicious:

- A lot of blank forms - 6,303 patients have missing race and ethnicity data;
- Many not reporting - 16,504 patients have unreported race data; and
- One race - a large proportion of patients are reported as White.

Look out for these common problems!

You just found some of the problems that come up on Table 3B in the “Find and Flip” game. As we wrap up, let me see if I can help you and your team ace this table by telling you how to avoid some of the errors we typically see here.

When completing Table 3B, be sure to:

- Check that the number of patients reported by race and Hispanic/Latino ethnicity on Table 7 do not exceed the number of patients in the same race/ethnicity categories on Table 3B. The data sources for Table 3B and 7 should be the same or closely aligned. Check that these numbers are reasonable, also-meaning that we wouldn't expect that most of your patients from any one race are hypertensive or diabetic; or conversely, that none are.
- Count all of your patients but include them only once in each section of 3B; remember that Table 3B represents an unduplicated count of your patients.
- Make sure the total number of patients on each section of Table 3B matches the total patients on the Zip Code Table and Tables 3A and 4.
- Don't forget to add a comment in the EHB if your health center experienced big changes in the race or ethnic profile of your patients since last year.
- And remember that each field on a Grant report must be less than or equal to the corresponding field on the Universal report.

Congratulations!

Congratulations! You've completed the training on Table 3B!

Thank you for taking the time today to learn about Table 3B and for testing your knowledge. We appreciate your efforts to give us the data we need to support you in your important work.

Review & Additional Resources

You can review any topic that we just covered by clicking on the hyperlinks in the Table of Contents on the left of your screen, but if you would like to do something else, click the **NEXT** button to see your options.

Please remember to access and download additional training resources by clicking on the RESOURCES LINK in the upper right-hand corner of your screen.

Review & Additional Resources

These resources allow you to access National- and State-level UDS data; and, other reporting resources such as Quick Fact Sheets, training webinars, and the in-person regional training schedule.

For ongoing questions, you can also email: UDSHelp330@BPHCDATA.NET or call the UDS Helpline toll-free at 866-UDS-HELP.