NAPIS Comprehensive Aging Reporting and Data System (CARDS)

The U.S. Administration on Aging (AoA) administers various grant programs for an array of supportive services, as well as state and local efforts to develop comprehensive systems of care for older people and their family caregivers. Data and information on these programs is gathered through the National Aging Program Information System (NAPIS) in collaboration with an aging network that includes 56 State Units on Aging, 655 Area Agencies on Aging, 244 Tribal organizations, and over 29,000 local community service organizations.

NAPIS data makes it possible for AoA to develop and disseminate information about services for the aging to Congress, states and other stakeholders. The NAPIS database system has multiple components. Review, analysis and infrastructure upgrades of each part of the system is crucial for continued stability, security and validity of the data and the elements contained within the database and web elements.

The NAPIS reporting components include:
- The State Program Report (SPR) which includes population data, service profiles, and information on clients and staff for each state and territory. Information provided by the SPR describes the services provided under Title III of the OAA.
- The National Ombudsman Reporting System (NORS), describes the services provided under Title VII (Chapter 2) of the OAA: Long Term Care Ombudsman efforts on behalf of residents of long term care facilities. The state NORS reports include cases, complaints, program statistics and narrative input.
- Title VI of the OAA grants awards to tribal and native organizations representing older American Indians. Alaska Natives, and Native Hawaiians.
- The Senior Medicare Patrols Project (SMP) includes projects in all 50 states, Puerto Rico and the District of Columbia. SMP project staff and volunteers receive and conduct an initial review of complaints from seniors who identify suspected health care errors, fraud, or abuse.
- Census data and other demographic information are included for analytic purposes.

To support these critical data and information needs, AoA is re-designing the manner in which data and information is received, stored and analyzed. The result will be a web based Comprehensive Aging Reporting and Data System (CARDS). The goals of NAPIS CARDS are to:
- Enable state and other grantees to electronically submit data and information to the NAPIS database;
- Capture, validate and report on data, and serve as a decision-support system for AoA;
- Enhance the timeliness, reliability, efficiency and effectiveness with which AoA manages data; and
- Establish a web based, hosted database and decision-support system to be operational, initially for SPR, NORS and information from the U.S. Census

Bureau, and then within one year a web based, hosted database and decision-support system will be operational for all NAPIS data.

The specific tasks to be undertaken in the development of NAPIS CARDS include:

1. Develop, test and provide a web based, hosted database and decision-support system.
2. Provide a secure, password protected system for AoA staff on a 24 hour/day - 365 day basis.
3. System back-up every 24 hours with off-site storage and system recovery safeguards.
4. Import of NAPIS/SPR data.
5. Ability to perform analysis of data on a year-by-year and multi-year basis, structure of reports to be specified by AoA.
6. Ability to perform analysis of data on a state, multi-state, regional and national level, structure of reports to be specified by AoA.
7. Ability to perform ad hoc analysis of data, structure of reports to be specified by AoA, via user friendly tools/protocols.
8. System design will allow AoA, or the contractor under the direction of AoA, to easily incorporate data compiled from the U.S. Census Bureau and other similar datasets/databases.
9. Produce standardized national and state program reports.
10. Analyze and report on variances from previous submissions for each grantee report, e.g., number of persons served, units of service delivered, types of complaints.
11. Repository of all NAPIS data by year.
12. Automated tracking, notification and log of report status to all data submitting entities.
13. Ability to incorporate and perform analysis on previous NAPIS program reports.
14. Development of business rules to allow for automatic import of data from the NAPIS SRT.
15. Using NAPIS SRT as a model, design, test and implement national datasets/databases for data submission, validity and edit checking, analysis and reporting of the Long Term Care Ombudsman Program, Senior Medicare Patrols and Title VI - American Indians, Alaska Natives, and Native Hawaiians; Senior Medicare Patrols (SMP).
16. Additional development includes enhancement of NAPIS SRT to allow SUAs to import data for AAAs/providers in the state, verify it separately and aggregate the data into one state report.
17. Technical support includes assistance to all users of all included systems as well as system maintenance and assistance to other entities, to be specified by AoA.
18. The system will be capable of and contractor will manage exporting any or all data to entities specified by AoA for further analysis.
19. Importing of data from other databases specified by AoA.
20. Training will include user and administrative manuals and guides, on-line tutorials and assistance.

21. The system will incorporate the facility for AoA staff to enter notes within the database to facilitate feedback/corrections to grantees.
22. The system will be scaleable to incorporate new programs or changes to existing programs as may be enacted by Congress, executive order or policy direction.
23. The production of all data dictionaries, user manuals, codebooks and training materials shall be timely, updated as necessary to and provided to AoA.
24. AoA will be provided with the source code and technical documentation for all final, approved applications, web pages or other electronic system productions.
25. AoA will study the planning and design of a "data warehouse" that can be used to analyze NAPIS and other data, e.g., U.S. Census data.