

# TIVRA Data Export

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Selected data from multiple Resident Demographic records may be exported into a collected data file for import into the American Osteopathic Association's Trainee Information, Verification, and Registration Audit (TIVRA) System.

An XML file containing the selected RMS data is created that can then be imported to the TIVRA System using the interface accessible through the American Osteopathic Association's Opportunities web site.

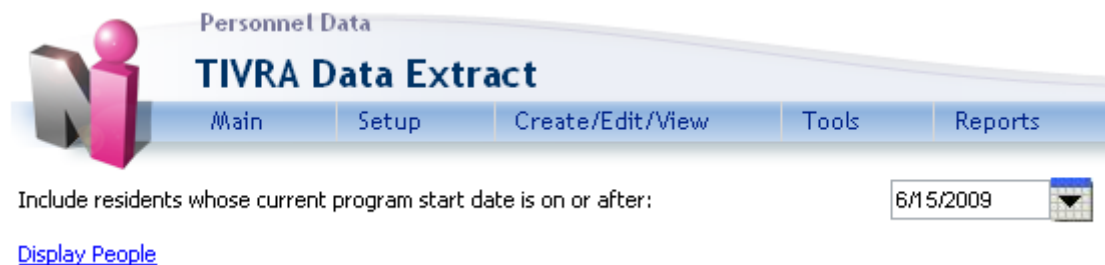
<http://www.opportunities.osteopathic.org/program/login.cfm>

## Required Privileges for TIVRA Export

Level 6 in Demographics

## Exporting TIVRA Data

1. Select **Main > Personnel Data**.
2. Go to **Tools > Extract Data > TIVRA**.
3. Enter the **Program Start Date** to determine the range of Residents to be included in the data export.



Personnel Data  
**TIVRA Data Extract**

Main Setup Create/Edit/View Tools Reports

Include residents whose current program start date is on or after: 6/15/2009

[Display People](#)

4. Click **Display People** and the list of eligible records from across the database will appear in a list format which includes the key fields necessary for completing the export.

5. Check one or more records to include in the export.

All   None   Invert							
AOA Member Number	First Name	Last Name	Program ID	Contract Start Date	Contract End Date	Completion Code	
<input type="checkbox"/>	Mohammad	Alam	1205631342				
<input type="checkbox"/>	Amy	Bauman	1205611343 Program # 1816				
<input type="checkbox"/>	James	Bigham	1205611343 Program # 1816				
<input type="checkbox"/>	Nicole	Bonk	1205611343 Program # 1816				
<input type="checkbox"/>	Ryan	Burch					
<input type="checkbox"/>	Timothy	Caramore	1205611343 Program # 1816				
<input type="checkbox"/>	Caitlin	D'agata	1205611343 Program # 1816				
<input type="checkbox"/>	Xiao	Feng	120-56-21-350				
<input type="checkbox"/>	Masaru	Furukawa	1205611343 Program # 1816				
<input type="checkbox"/>	Sarah	GaleWyrick	1205611343 Program # 1816				
<input type="checkbox"/>	Jacqueline	Gerhart	1205611343 Program # 1816				
<input checked="" type="checkbox"/>	165126	Tiffany	Glasel	1205631368	6/29/2009	6/30/2012	V
<input type="checkbox"/>	Achal	Gupta	1205631342				
<input type="checkbox"/>	Lachin	Hajhosseini	1205631368				
<input type="checkbox"/>	Allison	Hotujec	1205611343 Program # 1816				

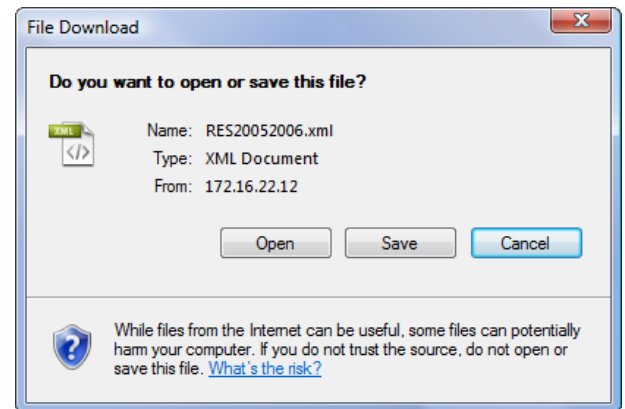
Only records that have all required fields are available for selection. If a record is missing a required field it will be listed however the check box will be disabled until the missing fields are complete.

Required Demographic Fields:

- AOA Member Number
- First Name
- Last Name
- Program ID
- Contract Start Date
- Contract End Date
- Contract Completion Code

5. Click **Create TIVRA file** and the XML file will be created and automatically downloaded.

6. Select **Save** from the File Download dialog and choose a location to store the file. Once downloaded, the TIVRA export file is ready to import into the TIVRA system.



<http://www.opportunities.osteopathic.org/program/login.cfm>

TIVRA Field Name	RMS Field Name	Location	Required
TRAINEE_ID	AOA Member Number	Demographics » ID Number	Yes
FIRST_NAME	First Name	Demographics » Basic Information	Yes
MIDDLE_NAME	Middle Name	Demographics » Basic Information	No
LAST_NAME	Last Name	Demographics » Basic Information	Yes
SUFFIX	Suffix	Demographics » Basic Information	No
EMAIL	Email Address (Primary)	Demographics » E-Mail Addresses	No
ADDRESS_1	Street Address (Home)	Demographics » Addresses	No
CITY	City	Demographics » Addresses	No
STATE_PROVINCE	State/Region	Demographics » Addresses	No
ZIP	Zip/Postal Code	Demographics » Addresses	No
DOB	Date of Birth	Demographics » Sensitive	No

		Information	
COLLEGE_CODE	AOA matching school	Administration » RMS Schools	No
GRAD_YEAR	End Date	Demographics » Education History	No
PROGRAM_ID	ACME/AOA#	Administration » Programs	Yes
TRACK	Program Track (Only Preliminary & Traditional)	Administration » Programs	No
SPECIALTY	AOA Specialty	Demographics » Contracts	No
CONTRACT_START_DATE	Start Date	Demographics » Contracts	Yes
CONTRACT_END_DATE	End Date	Demographics » Contracts	Yes
COMPLETION_CODE	Completion Code	Demographics » Contracts	Yes