

How to Document in HMIS when a Client is Deceased

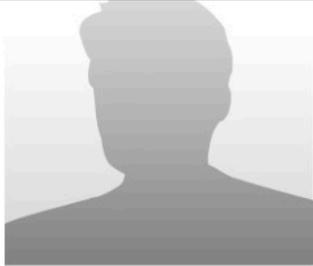
When a client is known to be deceased, there are two ways that this can be documented in Clarity HMIS. One way is to list the destination for a project exit as “Deceased” and the second way is to document it on the client’s profile as shown below. This document will show the steps for documenting that the client is deceased using the Client Profile.

1. Navigate to the client’s profile.
2. Toggle on the Client Deceased button at the bottom of the profile
3. Enter the client’s date deceased if known
4. Save Changes

Donald Duck

PROFILE HISTORY SERVICES PROGRAMS ASSESSMENTS NOTES FILES CONTACT LOCATION REFERRALS

Quality of SSN	Full SSN Reported	▼
Last Name	Duck	
First Name	Donald	
Quality of Name	Full name reported	▼
Quality of DOB	Full DOB Reported	▼
Date of Birth	01/01/1956	
	Adult. Age: 65	
Middle Name	None	▼
Gender	Male	▼
Race	Asian	▼
Ethnicity	Non-Hispanic/Non-Latino	▼
Veteran Status	No	▼



UNIQUE IDENTIFIER
EEA6A290D

Client is Deceased

Client is Deceased



Deceased Date (If known)

03/15/2021

edit

SAVE CHANGES

CANCEL