HMIS Mandatory Training Families

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❏ Wifi Network: Higginbotham Guest

❏ Wifi Password: bestintn

❏ Restroom Code: 5760

October 18, 2023
Presentation by CAFTH HMIS STAFF

HMIS Policy and Procedure for Participating Agencies Review

- ❏ HMIS Update MOA
- ❏ HMIS Governance
- ❏ HMIS Monitoring
- ❏ HMIS Technical Support
- ❏ Data Integrity
- ❏ Data Quality Plan
- ❏ Embedded Agency Seat Agreement

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HMIS Refresher

❏ Searching effectively to avoid duplicates

❏ Managing households

❏ Minimizing errors at enrollment and exit

❏ Annual Assessments & Status Updates

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HMIS 2024 HUD Data Standards Updates

❏ Name
  ❏ Client may provide preferred name. "Legal name" not required unless required by the funder.
❏ Social Security Number
  ❏ HUD CoC and ESG, and SAMHSA PATH Programs require only last four digits of SSN to be required.
❏ Race & Ethnicity
  ❏ Race & Ethnicity has been combined into a single element.
  ❏ Middle Eastern or North African has been added as a response.
  ❏ Modified "Hispanic/Latina/e/o" response option. Added text box to provide additional detail.

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FY 2024 Data Standards Updates

- ❏ Gender
  - ❏ Female to "Woman (Girl if child)"
  - ❏ Male to "Man (Boy if child)"
  - ❏ Changed "Gender other than…" to "Non-Binary"
  - ❏ "Culturally Specific Identity (e.g., Two-Spirit) added
  - ❏ Added "Different Identity" and text box to add detail
- ❏ Well-Being (Retired)
- ❏ Translation Assistant Needed (New Element)
- ❏ Client Refused changed to Client Prefers not to Answer

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HMIS Community Error Report

The visualizations below represent the number of fields flagged as errors entered into the system for the month of September and data entry timeliness. The information is pulled from profile screens, enrollment/exit screens, outdated annual assessments, and missing/outdated program information in the past 30 days. Project Start Date, Disabling Condition, and Annual Assessments pulled the highest amount of errors.

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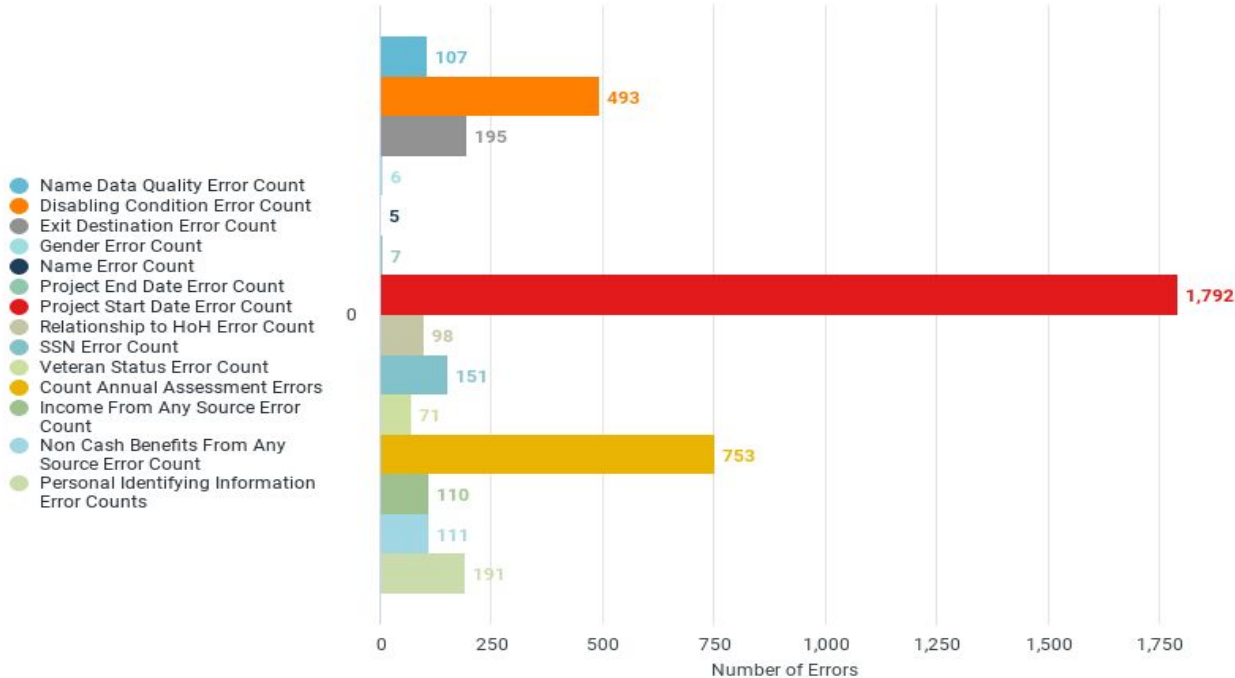
HMIS Community Error Report

Timeliness refers to the length of time that elapses between the participant data collection and HMIS data entry stages. The sooner data is entered into HMIS, the sooner it is available for reporting purposes, prioritization purposes, data analysis purposes, and making data-informed decisions.

Time for Record Entry	Number of Project Start Records	% of Total	Number of Annual Assessment Records	% of Total	Number of Project Exit Records	% of Total
0 Days	543	81%	33	75%	322	66%
1 - 3 Days	65	10%	11	25%	97	20%
4 - 6 Days	38	6%	6	14%	39	8%
7 - 10 Days	13	2%	3	7%	22	4%
11+ Days	11	2%	22	50%	10	2%
Totals	670	100%	44	100%	490	100%

HMIS Annual Performance Report

Q4a. Project Identifiers in HMIS

Organization Name	Organization ID	Project Name	Project ID	HMIS Project Type	RRH Subtype	Coordinated Entry Access Point	Affiliated with a residential project	Project IDs of affiliations	CoC Number	Geocode	Victim Service Provider	HMIS Software Name and Version Number	Report Start Date	Report End Date	Total Active Clients	Total Active Households
Community Alliance for the Homeless	10	N. 2nd Housing Program	199	13	2	0			TN-501	471242	0	Clarity HS	10/02/2023	10/31/2023	80	59

Q5a. Report Validations Table

Program Applicability: All Projects

Category	Count of Clients for DQ	Count of Clients
Total number of persons served	80	80
Number of adults (age 18 or over)	55	55
Number of children (under age 18)	23	23
Number of persons with unknown age	2	2
Number of leavers	1	1
Number of adult leavers	1	1
Number of adult and head of household leavers	1	1
Number of stayers	79	79
Number of adult stayers	54	54
Number of veterans	0	0
Number of chronically homeless persons	3	3
Number of youth under age 25	8	8
Number of parenting youth under age 25 with children	2	2
Number of adult heads of household	45	45
Number of child and unknown-age heads of household	6	6
Heads of households and adult stayers in the project 365 days or more	48	48

HMIS Annual Performance Report

The numbers here reflect the number of beds and units that were occupied quarterly and available for occupancy on the last Wednesday of the appropriate month.

Q7b. Point-in-Time Count of Persons on the Last Wednesday

Program Applicability: All Projects

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
January	0	0	0	0	0
April	0	0	0	0	0
July	0	0	0	0	0
October	23	18	2	2	1

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HMIS Bed Utilization

The importance of bed utilization in our community and how it looks weekly per hmis.

COC Program Bed Utilization

	Project Type Code	Total Bed Inventory	Total Unit Inventory	Enrollments	Bed Utilization
1	PH – Rapid Re-Housing	4	4	8	200.0%
2	PH – Rapid Re-Housing	6	6	8	133.3%
3	PH – Permanent Supportive Housing (disability req...	32	32	28	87.5%
4	PH – Permanent Supportive Housing (disability req...	31	31	43	138.7%
5	PH – Permanent Supportive Housing (disability req...	42	42	26	61.9%
6	PH – Permanent Supportive Housing (disability req...	10	10	9	90.0%
7	PH – Rapid Re-Housing	65	65	54	83.1%
8	PH – Permanent Supportive Housing (disability req...	4	4	4	100.0%
9	PH – Permanent Supportive Housing (disability req...	148	52	69	46.6%
10	PH – Permanent Supportive Housing (disability req...	9	9	10	111.1%
11	Coordinated Entry	0	0	857	
12	PH – Permanent Supportive Housing (disability req...	61	61	57	93.4%
13	PH – Permanent Supportive Housing (disability req...	10	10	10	100.0%
14	PH – Permanent Supportive Housing (disability req...	38	38	36	94.7%
15	PH – Rapid Re-Housing	600	34	190	31.7%
16	PH – Rapid Re-Housing	102	51	4	3.9%
17	PH – Permanent Supportive Housing (disability req...	76	42	61	80.3%
18	PH – Permanent Supportive Housing (disability req...	61	61	56	91.8%
19	PH – Permanent Supportive Housing (disability req...	24	24	18	75.0%

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HMIS Agency Access Level Reporting List

HUD and Federal Partner Reports

❏ [HUDX-111] HUD CSV / XML Program Data Export
❏ [HUDX-224] PATH Annual Report
❏ [HUDX-225] HMIS Data Quality Report
❏ [HUDX-227] Annual Performance Report
❏ [HUDX-228] ESG CAPER
❏ [HUDX-233] Client-Level System Use & Length of Time Homeless Report
❏ [HUDX-235] CE APR (Coordinated Entry Annual Performance Report)
   APR, ESG-CAPER and HMIS Data Quality Report FAQ
❏ Housing Move-in Date
❏ RHY and SSVF Reporting - [HUDX-111]
❏ Sage Upload
   GNRL-106] Program Roster

Service-Based Reports

❏ GNRL-106] Program Roster
❏ [GNRL-104] Service Summary [Service Based]

Assessment-Based Reports

   [GNRL-210] Assessment Details Report

HMIS Coordinated Entry

- ❏ Coordinated Entry Enrollment
- ❏ VI & Community Q Enrollment
- ❏ Reporting Openings
- ❏ Coordinated Entry Pre Assessment Tool
- ❏ No Wrong Door Approach

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Comparable Database (CDB)

- ❏ HUD requires Victim Service Providers (VSPs) who receive housing funding to make use of a comparable database.
- ❏ The CDB appears nearly identical to HMIS but includes extra security measures to protect the identities of those fleeing domestic violence.
- ❏ Policies and procedures regarding how the CDB is managed and administered also take privacy concerns into account.
- ❏ If you believe your program is required to use a comparable database or may simply benefit from its goals, please contact us at CDBHelpDesk@cafth.org.

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HMIS Meet with Vendor

❏   10:50 am

What New Features to Come?

- ❏ Monitoring Virtually and Onsite
- ❏ Annual Reporting Season
- ❏ Updated Looker Dashboards

Navigating CAFTH's HMIS Resources

❏ Training Resources
❏ Agency Management Resources
❏ Coordinated Entry Training Materials

HMIS Updates & Reminders

- ❏ Database Utilization
- ❏ Committee Meeting Attendance
- ❏ Workshops
- ❏ Newsletters
- ❏ Requested documents at provider level

HMIS Committee Meeting Dates

Lipscomb & Pitts Building

2670 Union Ave Extended, Memphis, TN 38112

1st Floor Conference Room at 11:00 a.m.

- ❏ December 7, 2023
- ❏ March 7, 2024
- ❏ July 11, 2024
- ❏ September 12, 2024
- ❏ December 12, 2024

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HMIS Resources

HMIS Resources Webpage

https://www.cafth.org/hmis-resources/

HMIS Data Quality Page

https://www.cafth.org/hmis-resources/2/

Bitfocus Support

https://help.bitfocus.com/

HUD Exchange

https://www.hudexchange.info/

HMIS Helpdesk

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HMIS Newsletter Sign-up

Sign up for the HMIS Provider Group!

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