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HMIS@NCCEH Data Entry Training
Client Profile B

Introduction: Congratulations, you have completed the HMIS@NCCEH Introduction to Data Entry series of trainings. Now it's time to practice and show off your skills! In order to receive your new HMIS License, you must create the client profile and include the details below in the HMIS Training Site (sp5.servicept.com/hmisncceh_training).

Procedure:

- ✓ Use the client profile below to walk your client through the data entry stages. Complete all data elements for your project type and funding source.
    - o Project: Enter the client into the project you will work with mostly
    - o Start Date: Two weeks ago
    - o Interim: In between the Start and End Dates
    - o End Date: Yesterday
    - o First Name: First name is the current day of the week
    - o Last Name: Your last name
- ✓ Complete all data elements for your project type and funding source.
- ✓ Once complete, complete the Practice Client Notification Form, and we will receive notification to review your client.

HMIS Training Client Profile B

Project Start: Client B is a non-Hispanic Black male who reported his SSN as 295-13-7526. His date of birth is July 6, 1981. He is presenting alone for services and states that he is a Veteran. Client B reports that he has a physical disability that he receives a VA service connected disability of $800 a month for. He also receives VA medical benefits and SNAP benefits of $100 a month.

Last night Client B stayed with a family member in Durham county. He has been staying with the family member for 2 months after relocating to this area. He was asked to leave after an argument. The zip code for his last apartment was 45873. This is his third time being in an emergency shelter in the last few years but has stayed with family off and on for a while due to the high cost of living in his previous location. He has been in emergency shelter for a total of 5 months so far. He is seeking services in the CoC and one of the counties you work in (pick appropriate CoC and county). Client B has not experienced domestic violence.

If your project serves Families: Include a child (First name is the Month. Last name is your last name)

Project Interim: Add interim to adjust VA income to $900 a month and SNAP to $95 a month. Complete a VI-SPADAT Assessment for your client.

Project Exit: Add exit with destination to rental by client with VASH housing subsidy.