

# HMIS@NCCEH System Updates

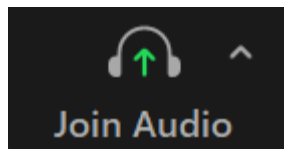
January 2024



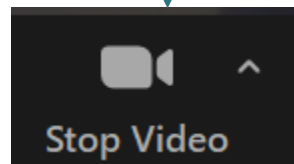
**NC COALITION** to  
**HOMELESSNESS** end

# Know your Zoom icons!

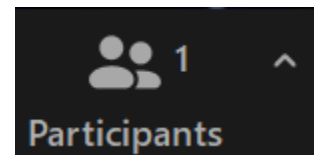
Select Computer or  
Phone for your  
audio connection



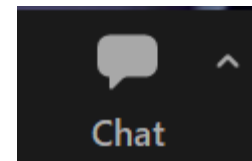
Turn on and off  
your camera  
(we love to see you!)



Find out who is  
here or edit  
your name



Join the  
conversation!



# Agenda

January 2024

## System Updates

- Canned Report Updates & Delays

## Training and Resources

- Hashed HMIS CSV & PATH
- PIT/HIC (HMIS ES, TH, RRH, PSH, OPH Projects only)
- ZenGuide Knowledge Base Highlight

## What's Next

- PIT/HIC

## Questions/Concerns?



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# Happy New Year!



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# System Updates

# CoC APR & ESG CAPER Reports Updated

- WellSky is almost done updating the CoC APR & ESG CAPER
- Remaining issues include:
  - Q8a, Q24a, Q21 have issues resulting in null values populating in the cells
  - Q23c, Q25i, Q27f1 have calculation issues related to percent of positive destination
    - Q27m has an issue related to the Youth Filter
- WellSky anticipates errors to be resolved by January 5th.
  - We'll use the System News to announce within HMIS when it's released!



# PATH & CE APR Reports Delayed

- Another delay for the PATH Annual Report
- Now set to be updated on March 7th
- PATH programs should instead use the Hashed CSV Export and a new [PATH Report Generator](#)
- CE APR and SPM Reports are scheduled to be updated on February 15th







# Training and Resources



# Hashed HMIS CSV Report & PATH

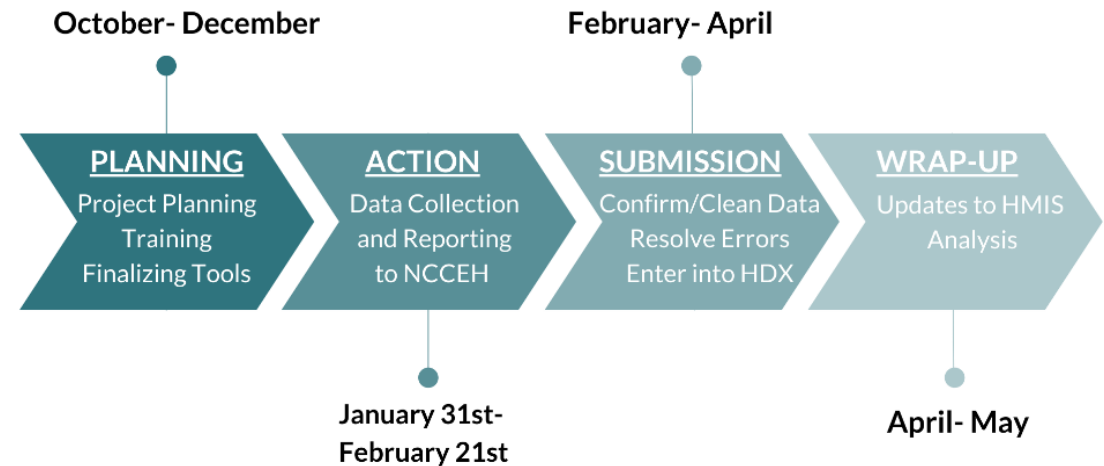
- Because of the PATH report delay, A temporary replacement for the delayed report has been provided by HUD
- Users will pull the Hashed HMIS CSV Report & use [PATH Report Generator](#)\* to properly upload the report to PDX
- PATH Generator instructions can be found on the [PATH Report Generator Visual Walkthrough](#)
- PATH uploads to PDX due January 31st. Non-Flexible date!

\*throwing an error on Q26 but should be updated soon





# Point-in-time (PIT) & Housing Inventory Count (HIC)

- PIT night for CoC's will take place this month!
  - Balance of State – Jan 31<sup>st</sup>
  - Durham & Orange – Jan 24<sup>th</sup>
- Users should prepare by confirming as data completeness for current clients



# Pull Your BOB Reports

Which report depends on the project's type:

Project Type	D006 – 0628 HIC Supplement	D007 – 0630a Sheltered PIT
Rapid Re-Housing (RRH) Permanent Supportive Housing (PSH) Other Permanent Housing (OPH)		
Emergency Shelter (ES) Transitional Housing (TH)		



# Review Your Reports

How do you know if your data is accurate?



Check for the correct entries and exits

- Complete and accurate households



Check for missing details about client

- Demographics
- Disabling Conditions
- Chronic Homelessness questions
- Client Location
- Domestic Violence Survivor



Check for Children Only households (child alone)





# Abbreviations in PIT/HIC Reports

Column	Abbreviation	Meaning
Ethnicity	H	Hispanic/Latina/e/o
Race	A	Asian or Asian American
Race	B	Black or African American or African
Race	I	American Indian or Alaskan Native or Indigenous
Race	MENA	Middle Eastern or North African
Race	Multi	Different races selected
Race	N	Native Hawaiian or Pacific Islander
Race	W	White
Race and Ethnicity	DKR	Client Doesn't Know/Client Prefers Not to Answer (Refused)
Race and Ethnicity	DNC	Missing or non-HUD values



# Abbreviations in PIT/HIC Reports

Other sub-populations correspond to specific questions in the Entry Assessment

Column	Abbreviation	Meaning
Disab YN	Y	Yes for Disability Type
Disab YN	N	No for Disability Type
DV	Y	Domestic Violence Survivor
DV	N	Not a Domestic Violence Survivor
DV Flee	Y	Yes for Currently Fleeing from DV
DV Flee	N	No for Currently Fleeing from DV
CH	X	Was Chronically Homeless upon entry
CH	[blank]	Was not Chronically Homeless upon entry
Fam	AC	Adults with Children Household
Fam	A	Adults (multiple) without children
Fam	Sa	Single Adult
Fam	AM or ACM	At least one Household member is missing age

'Determination' Question

Homeless History



# Making sense of the Housing Inventory Count

**There are follow-up questions that you'll receive via Helpdesk emails:**

- Confirming your federal funding source (including Grant ID)
- Confirming Address/location
  - Most common Zip Code for tenant-based or scattered site projects
- Confirming Bed and Unit Inventory
  - Dedicated beds to Chronically Homeless, Veterans, or Youth
  - Explaining utilization

You can submit the [Bed & Unit Inventory Update Form](#)

If we can confirm this info before PIT night, we will!



# Make Corrections: Utilization Rates

1 client



1 bed



$1 \div 1 = 100\%$  Utilization

4 clients



2 beds



$4 \div 2 = 200\%$  Utilization



The percentage of Beds occupied on a given night must fall between 65% -105%





# Does this make sense?

2 clients



5 beds



---

$2 \div 5 = 40\%$  Utilization



The percentage of Beds occupied on a given night must fall between 65% -105%



# Submit your Report!



1. Pull your reports

- ✓ D006 - 0628 HIC Supplement for RRH, PSH, OPH
- ✓ D007 – 0630a Sheltered PIT report for ES, TH (and SSVF EHA)



2. Review your reports

3. Make corrections

- ✓ Ask Data Center for help!
- ✓ Tell the Data Center when corrections are done



4. Submit accurate report

- [NC-502 Durham CoC](#)
- [NC-503 Balance of State CoC](#)
- [NC-513 Orange CoC](#)

5. Respond to any follow-up questions from Helpdesk



# ZenGuide Knowledge Base

## Your first stop for answers

94 Articles and counting!

- We use your search results to develop new articles
- Highlight:
  - [Dashboard Report: Hashed HMIS CSV](#)
  - [HMIS Point-In-Time & Housing Inventory Count Process](#)
  - [D007 - 0630a Point in Time \(PIT\) Report Correction Guide](#)
  - [D006 - 0628 Housing Inventory Count \(HIC\) Report Correction Guide](#)

## Bookmark it!

<https://ncceh.zendesk.com/hc/en-us>





**What's Next?**



# What's Next Calendar

Due	Event Name
Jan 17th	Monthly Training: Preparing for PIT/HIC
Jan 24th	Durham & Orange CoCs' Point in Time and Housing Inventory Count Night
Jan 31st	NC BoS Point in Time and Housing Inventory Count Night
Feb 6th	PIT Reports Submission Deadline
Feb 7th	Monthly Systems Updates Meeting
Feb 21st	HIC Questions Deadline (responses via email)
Mar 1st	A020 Data Quality Report Submission Deadline (October – January)

Go to [ncceh.org/events](https://ncceh.org/events) for all event details!



# NC BoS Point in Time Count

Questions about Unsheltered and Non-HMIS data collection?

- **Unsheltered:** Go to your Regional Unsheltered Access Coordinator or CE Lead for local information (listed for each region/county on [ncceh.org/bos/pithic](https://ncceh.org/bos/pithic))
- **Non-HMIS:** Contact the BoS Team for your PIT/HIC liaison at [bos@ncceh.org](mailto:bos@ncceh.org)





# Questions?

Let's Troubleshoot!

## Contact NCCEH

hello@ncceh.org

919.755.4393

NCEndHomelessness 

@NCHomelessness 

nc\_end\_homelessness 

## Contact NCCEH Data Center Help Desk

hmis@ncceh.org

919.410.6997



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