

NC HMIS

Wake HMIS User's Meeting

January 2018



North Carolina Coalition to End Homelessness

securing resources

encouraging public dialogue

advocating for public policy change

Agenda

1. Welcome + Introductions
2. HMIS Updates on Entry Assessment
3. 2018 PIT/HIC
4. Recommended HMIS Reports
5. NCCEH reminders



HMIS Updates on Entry Assessment

Entry Assessment Format

Text color will no longer indicate whether questions are required or not


Old

HOMELESS HISTORY INTERVIEW

Chronic homeless status is determined, by a client's history of staying in a shelter, in an emergency shelter, or a Safe Haven (SH).

However, intake staff should not instruct the client on their responses. Responses should simply be the actual client responses.

Questions must be asked exactly as they are presented

Prior Living Situation (Immediately Prior to Entry)	<input type="text" value="Emergency shelter, inc"/>
Length of Stay in Previous Place	<input type="text" value="One month or more, b"/>
Approximate date homelessness started:	<input type="text" value=""/> / <input type="text" value=""/> / <input type="text" value=""/> 
Regardless of where they stayed last night - Number of times the client has been on the	<input type="text" value="-Select-"/>


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What's required at Entry depends on several factors

Project Type

Funding Source

Client Age or Household status

System/CoC requirements

Universal Data Elements

- Name
- Social Security Number
- Date of Birth
- Gender
- Race
- Ethnicity
- Veteran Status
- Disabling Condition
- Project Entry Date
- Project Exit Date
- Destination
- Relationship to Head of Household
- Client Location
- Housing Move-In Date
- Living Situation

Required for all projects participating in HMIS, regardless of funding source

Universal Data Elements (UDE)

- Required to be collected by all projects participating in HMIS, regardless of funding source
- Establish the baseline data collection requirements for all contributing CoC projects
- Critical to federal reporting
 - AHAR, PIT, APR, CAPER, HOPWA, SSVF upload, etc.

Universal for who?

Element	Required For:
Name	All Clients
Social Security Number	All Clients
Date of Birth	All Clients
Gender	All Clients
Race	All Clients
Ethnicity	All Clients
Veteran Status	All Clients

Universal for who?

Element	Required For:
Disabling Condition	All Clients
Project Start Date	All Clients
Project Exit Date	All Clients
Destination	All Clients
Relationship to Head of Household	All Clients
Client Location	Heads of Household
Housing Move-In Date	Heads of Household
Living Situation	HoH* & Adults

*HoH = Head of Household

Required by Funding Source


Element	Funding Source:	Required For:
Income and Sources	CoC, ESG, HUD-VASH, HOPWA, VA-SSVF, VA-GPD, PATH, RHY	HoH & Adults
Non-Cash Benefits	CoC, ESG, HUD-VASH, HOPWA VA-SSVF, VA-GPD, PATH, some RHY	HoH & Adults
Health Insurance	CoC, ESG, HUD-VASH, HOPWA, VA-SSVF, VA-GPD, PATH, RHY	All Clients
Physical Disability (Type)	CoC, ESG, HUD-VASH, HOPWA, VA-GPD, PATH, RHY	All Clients
Developmental Disability (Type)	CoC, ESG, HUD-VASH, HOPWA, VA-GPD, PATH, RHY	All Clients
Chronic Health Condition (Type)	CoC, ESG, HUD-VASH, HOPWA, VA-GPD, PATH, RHY	All Clients

Required by Funding Source

Element	Funding Source:	Required For:
HIV/AIDS (Type)	CoC, ESG, HUD-VASH, HOPWA, VA-GPD,	All Clients
Mental Health Problem (Type)	CoC, ESG, HUD-VASH, HOPWA, VA-GPD, PATH, RHY	All Clients
Substance Abuse (Type)	CoC, ESG, HUD-VASH, HOPWA, VA-GPD, PATH, RHY	All Clients
Domestic Violence	CoC, ESG, HUD-VASH, HOPWA, VA-GPD,	HoH & Adults
Contact	PATH, SO projects in CoC, ESG, RHY	HoH & Adults
Date of Engagement	PATH, SO projects in CoC, ESG, RHY	HoH & Adults
Bed Night Date	Nbn ES projects in ESG	All Clients
Housing Assessment Disposition	Coordinated Entry projects in CoC, ESG, VA-SSVF, VA-GPD	HoH


Entry Assessment Location Questions

Beginning January 2018, NC County of Service is required for all client enrolled (not just multi-county agencies)

 **Contact Information**

Start Date * **End Date**

Client's Emergency Contact Information

NC County of Service 

HMIS Location Questions

Here are all the ways HMIS can track location:



- 1 Project Location
- 2 Client Location
- 3 Zip Code
- 4 County and City of Residence
- 5 NC County of Service

Project Location

Required for	All Clients
Data Entry	Select Project with EDA mode and record Entry
Maps Where	Funding is assigned
Collection Stage	At Entry
Reports in	All reports with the Project or E/E Provider prompt

Level 5 projects* have names which look like:

Agency Name – County – Project Name – Funding Source

Provider	
 	Heading Home Housing - Rowan County - Rapid Re-Housing - HUD

*Agencies with Multi-CoC projects in HMIS will not have this naming convention

Client Location

Required for	All Heads of Households
Data Entry	Select CoC code from the dropdown
Maps Where	Funding is assigned
Collection Stage	At Entry, Interims, Exit
Reports in	#Demographics reports in ART*

*ART reports in folders with # in the name are custom reports from MCAH and frequently change. Check with the Data Center before submitting these reports.

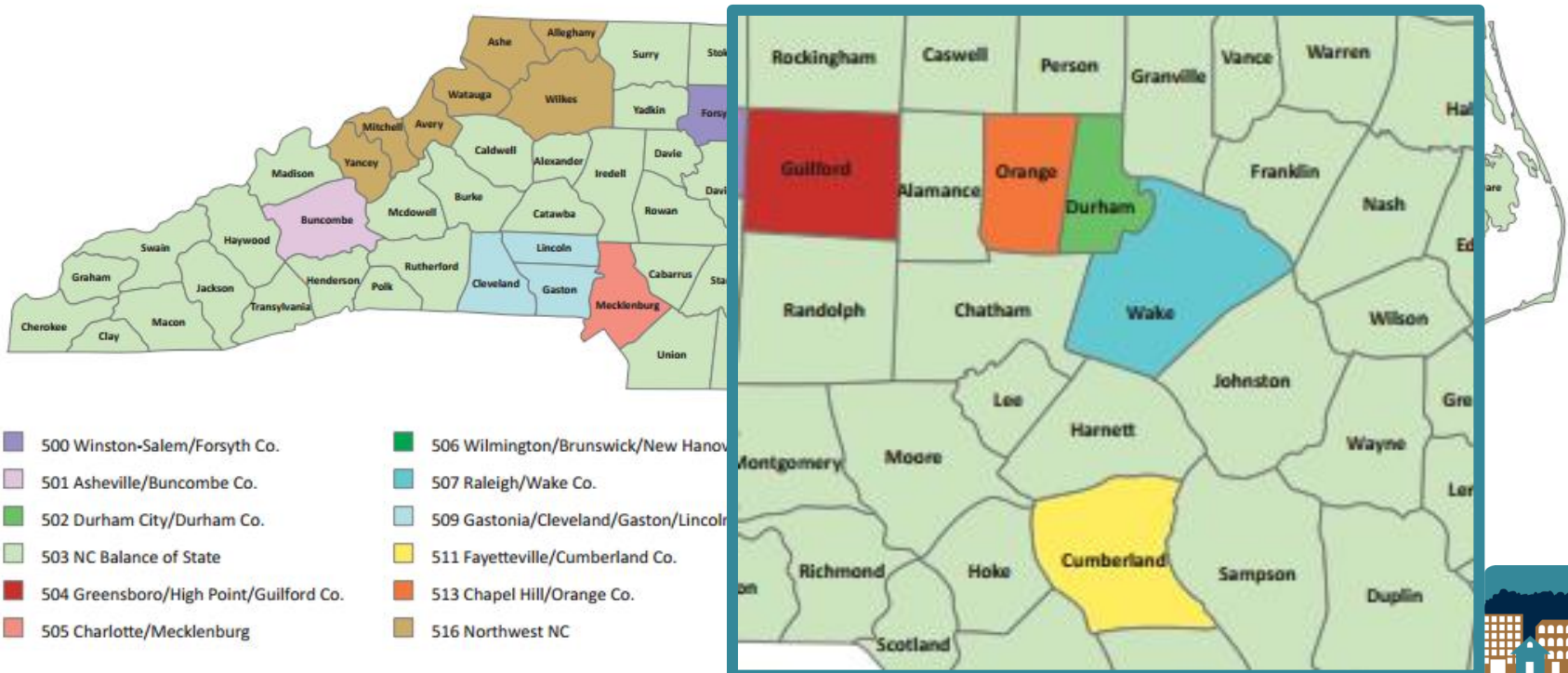
Client Location

In HMIS:

ANSWER Client Location for Head of Household only!

Client Location

North Carolina Continuum of Care (CoC) Primary Areas



Zip Code (of Last Permanent Address, if known)

Required for	None
Data Entry	Enter five digit Zip Code
Maps Where	Client became homeless
Collection Stage	At Entry
Reports in	#Demographics reports in ART*

Zip Code (of Last Permanent Address, if known)	<input type="text"/>	G
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County and City of Residence refer to where the client is living the night before this assessment

County of Residence	<input type="text" value="-Select-"/>	G
City of Residence	<input type="text"/>	<input type="button" value="Lookup"/> <input type="button" value="Clear"/> G

****ANSWER Client Location for Head of Household only!****

Client Location	<input type="text" value="-Select-"/>
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*ART reports in folders with # in the name are custom reports from MCAH and frequently change. Check with the Data Center before submitting these reports.



County and City of Residence

Required for	None
Data Entry	Select the County dropdown and City from the Look-up tool
Maps Where	Client became homeless
Collection Stage	At Entry
Reports in	#Demographics reports in ART*

Zip Code (of Last Permanent Address, if known) [G](#)

County and City of Residence refer to where the client is living the night before this assessment

County of Residence	-Select- ▼	G
City of Residence	<input type="text"/>	<input type="button" value="Lookup"/> <input type="button" value="Clear"/> G

ANSWER Client Location for Head of Household only!

Client Location ▼

*ART reports in folders with # in the name are custom reports from MCAH and frequently change. Check with the Data Center before submitting these reports.

NC County of Service

Required for	All Clients (in Multi-County Agencies)
Data Entry	Select the County from the dropdown
Maps Where	Client is being served at information date
Collection Stage	At Entry, Interims
Reports in	NCCEH modified reports; #Demographics reports in ART*

*ART reports in folders with # in the name are custom reports from MCAH and frequently change. Check with the Data Center before submitting these reports.

NC County of Service

Only complete the NC County of Service question. Please do not complete the VI-SPDAT assessments listed on the entry screen .

DO NOT COMPLETE THE FOLLOWING UNLESS INSTRUCTED TO BY YOUR COC/LOCAL SYSTEM ADMINISTRATOR. IF YOU ARE UNSURE, CONTACT YOUR AGENCY ADMINISTRATOR OR LOCAL SYSTEM ADMINISTRATOR

Use for Individuals:

VI-SPDAT v2.0 (Individual)

Start Date *	PRE-SURVEY	A. HISTORY OF HOUSING AND HOMELESSNESS	B. RISKS	C. SOCIALIZATION & DAILY FUNCTIONS	D. WELLNESS	GRAND TOTAL
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Add

Contact Information

Start Date *	End Date
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Add

Client's Emergency Contact Information

NC County of Service -Select- G

Save Save & Exit Exit

*ART reports in folders with # in the name are custom reports from MCAH and frequently change. Check with the Data Center before submitting these reports.

2018 PIT/HIC

What is the Point in Time Count (PIT)?



Count of people experiencing homelessness on a single night



Must be completed during last 10 days of January



“Snapshot” of homelessness in the CoC

Who is counted in the PIT?



Sheltered homeless population: ES, TH, PH



Unsheltered homeless population



Subpopulations: chronically homeless, mentally ill, Veterans, unaccompanied youth, HIV/AIDS

2018 PIT Changes

Gender Identity has a new option, "Gender Non-Conforming"

Survivor of Domestic Violence question refers only to clients who are homeless because they are fleeing domestic violence

Young parents are now divided into two age categories, under 18 and 18-24 years old

What is the Housing Inventory Chart (HIC)?



An inventory of projects within our CoC that provide beds and units dedicated to serving persons who are homeless*

- Primary intent is to serve homeless persons
- Homeless status verified
- Actual project clients are predominantly homeless



Completed on a single night in January

*For RRH & PSH = homeless at entry

What Projects Types are included?

Type	Important Notes
Emergency Shelter (ES)	Beds in detox facilities not specifically dedicated to homeless persons should not be included
Transitional Housing (TH)	
Safe Haven (SH)	Does not exist in NC – should never be selected
Permanent Supportive Housing (PSH)	Must provide long-term housing to clients or families (1 member) with chronic homeless status
Rapid Re-housing (RRH)	Provide short or long term assistance Lease must be between landlord & client Client must be able to select the unit leased Unit cannot have restrictions for how long client leases
Other PH (OPH)	Long term housing not considered PSH or RRH Must be dedicated to homeless persons

2018 HIC Changes

VA GPD component types have changed with the 2017 Data Standards

Component in GPD	Project Type on HIC
Bridge Housing	Transitional Housing
Low Demand	Safe Haven
Service Intensive Transitional Housing	Transitional Housing
Hospital to Housing	Transitional Housing
Clinical Treatment	Transitional Housing
Transition in Place	Permanent Housing - OPH

VA Contract Residential Services are recorded as Emergency Shelter on HIC and include VA:CRS in the Additional Federal Funding Sources

Required PIT/HIC Reports

Project Type	NCCEH 2018 Housing Inventory Count Verification	0628 – HIC Supplement	0629 – Housing Inventory Count	0630 - Sheltered-Unsheltered PIT Report
Emergency Shelter (ES)	✓		✓	✓
Transitional Housing (TH)	✓		✓	✓
Rapid Re-Housing (RRH)	✓	✓		
Permanent Supportive Housing (PSH)	✓	✓		

2018 PIT/HIC Submission Process

1. Run PIT/HIC reports in ART and Complete PIT/HIC form
2. Review both for accuracy
3. Work with the Data Center to make corrections
4. Upload reports online using Data Center form
5. Data Center reviews form
 - ✓ We will contact you if corrections are needed

*Process is for each Project in HMIS



When reviewing, what do I look for?

Accuracy

Are the project details correct?

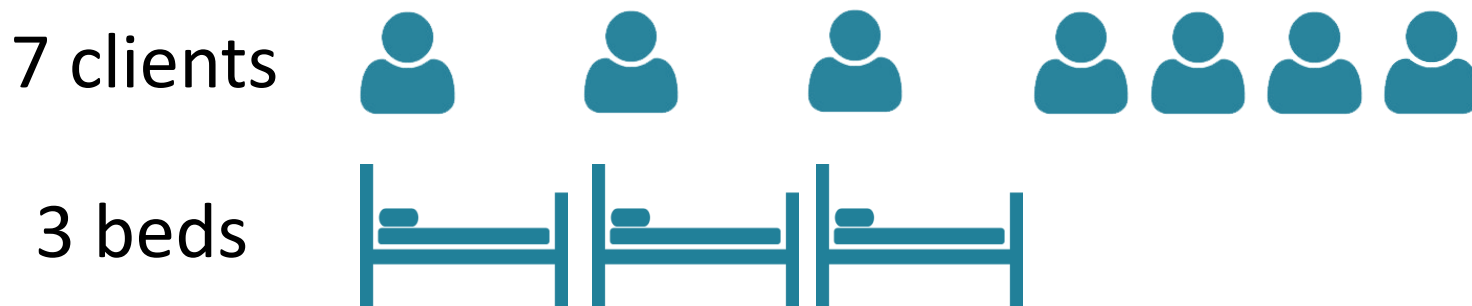
Is the number of beds reported correct?

Are the details about the beds reported correct?

Does utilization make sense?

Utilization Rates

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



Utilization rate: $7 \div 3 = 233\%$

NCCEH 2018 Housing Inventory Count Verification

New Report adapted from Ohio's HMIS system

Allows verification by Agency Admin for each
HMIS project's inventory for all elements
required by HUD

Let's take a look!

Uploading your HIC/PIT reports

Wake 2018 PIT & HIC Submission Form

Please complete this form to submit final 2018 PIT & HIC data. At the bottom of this form, you will need to attach HMIS reports required for your project type.

You must complete this form for each project/program at your agency. All data should be submitted using this form by 2/21/2018.

The NCCEH Data Center is here to help you!
Please contact our Help Desk at 919-410-6997 or hmis@ncceh.org if you have any questions or need additional assistance.

Agency Name *

Project Name *

Project Type *

Contact Information

Please enter the name of the person we should contact for data corrections or questions about the data submitted.

Contact Person *

What's on deck?

Upcoming HUD Reports

Due	Report Name
Feb 15	State Emergency Solutions Grant Consolidated Annual Performance and Evaluation Report (ESG CAPER)
Feb 23	Point in Time Count (PIT) and Housing Inventory Count (HIC)
May	System Performance Measures (SPM)
September	CoC Competition (NOFA)
December	Annual Housing Assessment Report (AHAR)
Ongoing	Annual Performance Report (APR)

Recommended HMIS Reports

Quick Guide to Recommended Reports

Guide to Recommended HMIS Reports

NCCEH Data Center

January 2018



North Carolina Coalition to End Homelessness

securing resources encouraging public dialogue advocating for public policy change

Data security depends on all of us



Do not leave your computer logged in & unattended



Do not share passwords



Alert us when staff with access to HMIS leave your agency

ncceh.org/hmis

access local support for Balance of State, Wake, Durham, & Orange CoCs

919.410.6997 or hmis@ncceh.org

helpdesk for local support



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919.755.4393

www.ncceh.org