

HMIS User Group Meeting Notes

HMIS User Group
Thursday, May 27, 2010
Westchester Village Hall

New HMIS Data Standards

Most of the changes to the new HMIS data standards that began on June 1st are in the pick lists for questions already being asked (see below). The major changes include data elements for programs and agencies. The following outlines only some of the important changes.

Gender

- Transgender Male to Female
- Transgender Female to Male
- Other
- Don't Know
- Refused

Type of Residence Prior to Program Entry and Destination

- Safe Haven
- Rental by Client with VASH housing subsidy
- Rental by client with other (non-VASH) housing subsidy
- Owned by client with ongoing housing subsidy
- Rental by client with no housing subsidy
- Owned by client with no housing subsidy

Income and Non-Cash Benefits

- Must be collected at Program Entry, Program Exit and Annually if Client is in program for more than a year
- Non-Cash benefits do not require a dollar amount

Housing Status

- Must be collected at Entry and Exit
- Emergency Shelter needs y to collect this only at entry
- Choices:
 - Literally Homeless
 - Imminently losing their housing
 - Unstably housed and at-risk of losing housing.
 - Stably Housed
 - Don't Know
 - Refused

Outreach

- Brand New for Street Outreach Programs Only
- Date of Engagement
 - Interaction that results in a deliberate assessment or intake
 - This could be the Entry Date
- Date of Contact
 - An Interaction with a client to give literature or offer services
 - Includes date and location
 - Sub-assessment

HMIS Program Descriptors

Peggy described the program descriptors during the meeting. Peggy and Jeremy will enter the initial program descriptors into ServicePoint and we will talk with Agency Administrators on how the data is to be maintained.

For more information regarding the new HUD HMIS Data Standards please visit hmis.info and look under Quick Links on the right side of the screen for “HMIS Data Standards March 2010 and related documents.”

New APR

HUD has announced a new Annual Performance Report that must be submitted electronically via eSnaps. Attached is a Power Point presentation from the National Human Services Data Consortium which gives more details into the subject. *Note that Transition APR will include only questions that can be answered with data that you were already required to collect prior to implementation of the new standards.*

Timeline Highlight:

- ✓ Grants with operating years that end by June 30, 2010, complete the paper APR (HUD-40118) and submit by September 30, 2010.
- ✓ Grants with operating years that end July 31, 2010 and later use e-Snaps for Transition APR submission by October 31, 2010.
- ✓ Grants with operating years that begin January 1—June 1, 2010 will submit a transition APR in 2011.
- ✓ Grants with operating years that begin July 1—December 1, 2010 will submit new APR in 2011.

Privacy Issues

There was a brief discussion about Privacy and a reminder that for HPRP agencies the *SubCook Shared MDR* and all *HPRP service transactions* should be **unlocked** unless it is a Domestic Violence situation. Remember: you must go through the extra step of opening a Service Transaction for it to be unlocked.

Data Incongruity Reports

A Data Incongruity report was handed out to each Agency. This report helps identify certain items that don't match in a client's record that should. For instance: If the client's gender is female but their relationship to the head of household is "son"...it's an incongruity. If a child is 11 years old and her relationship to the Head of Household is "mother"...it's an incongruity. If a child is 15 and he is a Veteran...it's an incongruity.

If you would like a specific report run or want to know where it is located in ART please contact Peggy or Jeremy.

Site Visit Sign Up

Jeremy mentioned that there will be a site visit sign up coming soon. This year site visits will be done by region because Cook County is really, really big. A follow-up email will be sent to get you signed up for a site visit.

Other Business

Referrals: we briefly went over the referral process for HPRP in ServicePoint but are still working out some bugs and know how. For the time being, if you are an HPRP program please follow the instructions attached to this email.

HPRP Reporting: we are aware that HPRP reports were temporarily altered and discombobulated. This was due to the change in the Housing status pick list. This has been corrected...or so we think. Please let us know if you are still having problems.

Special Note: Yes, Jay. There will be some small treats at the next user group meeting!