

Collaborate. Coordinate. Evaluate.

HMIS Data Standards: HMIS Data Dictionary



HMIS Data Dictionary

What it **IS** and What **IT IS** not:

- These are not the Data Standards you used to know
- The document has been divided into several “parts”
 - This gives HUD and the Federal Partners the ability to make revisions as needed without going through the whole legal process
 - HMIS Data Dictionary
 - HMIS Data Standards Manual
 - Individual Program Manuals
- Version 3 released this summer for Oct 1, 2015 Implementation



Available Resources

Published to Date:

- HMIS Data Dictionary v3
- HMIS Data Manual v3
- HMIS Project Descriptor Data Elements
- Program Manuals: CoC, ESG, PATH, HOPWA, RHY, VA

Pending:

- HMIS Data Entry Guides for HUD and all Federal Partners



Introduction – Section 1

HMIS is meant to record client-level information about numbers and needs of persons using housing and services:

- New Format for each element
- Several Language changes
 - DKR = Client Doesn't Know, Client Refused (not user doesn't know)
 - Program = Federal, State, Local Funding Sources (ESG, HOPWA)
 - Project = Refers to the work being done (Emergency Shelter, RRH)
- Charts provided in the DD with information about which programs collect what data for reporting
- Various Pick List changes throughout
- Element types
 - Project Descriptor Data Elements
 - Universal Data Elements
 - Program Specific Data Elements
 - Metadata Elements



Introduction – Section 1

Better Defined Data Collection Stages

- Record Creation
 - The point where the client record is initially created (i.e. Client Name)
- Project Entry
 - Information collected at every project entry
- Update
 - Data updated as relevant (i.e. Income)
 - This will be accomplished using our Interim Review functionality
- Annual Assessment
 - Must occur at least once annually (only once per year) for all clients enrolled 365+ days
 - Must occur +/- 30 days from Client's Anniversary Date
 - This will be accomplished using our Interim Review functionality
- Project Exit
 - Information collected at every project exit.



Project Descriptors – Section 2

Project Descriptors tell us what?

- Identifies the organization with details about the project
- These are typically managed by Admins, not Users
- Bed and Unit Inventory are still recorded in HMIS but may be completed outside of HMIS

What are the critical elements?

- Method for Tracking Occupancy (ES)
 - Entry/Exit – requires a project entry and exit
 - Night by Night – will use “outreach-like” performance measures
- Federal Partner Funding Sources
 - Ability to record multiple funding sources



Project Descriptors – Section 2

Project Types:

- Emergency Shelter
- Transitional Housing
- PH – Permanent Supportive Housing (w/disab)
- Street Outreach
- Services Only
 - Residential or Non-residential
- Other
- Safe Haven
- PH – Housing Only
- PH – Housing with services (no disab)
- Day Shelter
- Homelessness Prevention
- PH – Rapid Re-Housing
- Coordinated Assessment



Universal Data Elements – Section 3

Have your 2010 HMIS UDEs Memorized?

Hold up - they're different in 2014/2015!

- What's has been removed?
 - Zip Code of Last Permanent Address is now only collected as as part of Last Permanent Address for the SSVF program only
 - Housing Status is now a Program Specific Element (collected at Entry)
- What's new?
 - Destination
 - Relationship to Head of Household
 - Client Location Code
 - Length of Time on Street, in an Emergency Shelter, or Safe Haven



Program Specific Data Elements – Section 4

What do they do?

- These elements provide information about the characteristics of clients, services provided and outcomes
- Some elements are widely applied and others are specific to certain programs



Program Specific Data Elements – Section 4

Required for Multiple Programs:

Housing Status - HOPWA, PATH, RHSA (only)

- Housing Status at Exit is no longer required

Income and Sources - Required for Head of Household, all Adults

Non-Cash Benefits - Required for Head of Household, all Adults

Health Insurance – Required for all clients

Disability information – Required for all clients

Domestic Violence

- New “Fleeing” question in 2015



Program Specific Data Elements – Section 4

Required for Multiple Programs:

Contact = interaction between a street outreach worker and a client

Date of Engagement = Term for Outreach projects, including PATH. It is the date on which an interactive client relationship results in a deliberate client assessment or beginning of a case plan.

Services Provided (HOPWA, PATH, RHY, VA funded)

Financial Assistance Provided (HOPWA, SSVF)

Referrals Provided (PATH, RHY)

Residential Move in Date

Housing Assessment Disposition

Housing Assessment at Exit



Program Specific Data Elements – Section 4

Required for PATH only:

- Path Status
 - Formerly Date of Enrollment
- Connection with SOAR
- Additional questions about Mental Health Problem
 - Status and documentation of severity
- Additional question about Substance Abuse



Program Specific Data Elements – Section 4

Required for RHY only:

- RHY-BCP Shelter Status
- Sexual Orientation
- Last Grade Completed, School Status
- Employment, Health, Dental, Mental Health Status
- Formerly a Ward of Child Welfare/Juvenile Justice System
- Young Person's Critical Issues
- Referral Source
- Commercial Sexual Exploitation/Labor Exploitation
- Transitional, Exit-Care or Aftercare Plan and Actions
- Project Completion Status
- Family Reunification Achieved



Program Specific Data Elements – Section 4

Required for HOPWA only:

- Medical Assistance
- T-Cell Count
- Viral Load

Required for RHSA only:

- Worst Housing Situation



Program Specific Data Elements – Section 4

Required for VA only:

- Veteran's Information
 - Will have new layout with different values, old Q will not map
- Percent of AMI
- Last Permanent Address (Prior to Entry)
- VAMC Station
- HP Score



Metadata Elements – Section 5

Meta-what?

- Data about data that tells you:
 - When the data were collected
 - When the data were entered
 - Who entered the data
 - Which project is responsible for the data



Metadata Elements – Section 5

Elements:

- Date Created
- Date Updated
- Data Collection Stage
 - Project Entry
 - Project Update
 - There can be as many as needed to accurately display data whenever there is a change
 - Project Annual Assessment
 - There can only be one per client per year and it must occur +/- 30 days of project entry date (regardless of APR year)
 - Project Exit



Workflow Changes Reminders

HUD Verification for Sub-Assessments

- All responses can be entered using the existing workflow or by clicking on the HUD Verification hyperlink
- Income, NCB, Disability, Health Insurance – required step to mark all non-Yes picklist values with No, Null or Client Doesn't Know, Client Refused

All HUD/Federal Partner funded projects must use Interim and Follow Up Review

- Interim Reviews are required to record “Updates” and “Annual Assessment”

All HUD/Federal Partner funded projects must use Entry/Exits

- Includes ESG funded projects for Prevention and Emergency Shelter



Workflow Changes Reminders

SSVF, PATH, HOPWA, RHY projects will select Service Transaction Type, Referral Type (PATH and RHY only) in addition to selecting AIRS code

- Triggered by appropriate Provider Grant Type setting on HUD Standards tab
- All reporting for these project types will be based on Service or Referral Picklist values NOT AIRS service code

Projects using Services Transaction Workflow only enter “Destination” field in Service Transactions

- Applies to NON HUD or Federal Partner funded programs only



What about reporting?

HUD will issue additional guidance on report changes etc.

- New version of APR (minor changes) releases approximately November 1, 2015
 - This will now be a “canned” report
- ESG CAPER new version releases October 1, 2015
 - This will remain a “canned” report
- AHAR – Very minor changes for 2014-2015 AHAR year
- NEW: SSVF Export Data Quality Report

ART Gallery

- Recent Critical Updates
 - 0252 Data Completeness Report Card
 - 0260 HUD CoC APR Data Quality/Completeness Report



What's Up and Coming?

ServicePoint 6.0 is under development!

- New “front end data quality”
- Easier workflows
 - Customizable Tab Management
- Improved Reporting Functionality
- Conditional Logic

Anticipated release is mid to late 2016!



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Any Questions?

