2017 HMIS NEW DATA STANDARDS / UPGRADE QUICK REFERENCE

NOTICE:

For all clients actively enrolled in a program/project or actively receiving services any time on or after October 1, 2017:

- New data elements must be completed as of the client’s Entry Date through the Entry Screen.
- Data elements where the dropdown choices may have changed or the questions have been re-configured must also be answered as of the client’s Entry Date and should be corrected on the Entry Screen.

For more in depth definitions of all HUD Data Elements please see the HMIS Data Standards Manual from www.hudexchange.info.

FOR ALL PROJECTS:

GENDER:

- Both Transgender categories have been renamed and instead of “Does not identify…” HUD added “Gender Non-Conforming.”

<table>
<thead>
<tr>
<th>-Select-</th>
</tr>
</thead>
<tbody>
<tr>
<td>▷ Female</td>
</tr>
<tr>
<td>▷ Male</td>
</tr>
<tr>
<td>▷ Trans Female (MTF or Male to Female)</td>
</tr>
<tr>
<td>▷ Trans Male (FTM or Female to Male)</td>
</tr>
<tr>
<td>▷ Gender non-Confirming (i.e. not exclusively male or female)</td>
</tr>
<tr>
<td>▷ Client doesn’t know</td>
</tr>
<tr>
<td>▷ Client refused</td>
</tr>
<tr>
<td>▷ Data not collected</td>
</tr>
</tbody>
</table>

NON-CASH BENEFITS

- 2 Non-Cash Benefit Types have been removed: “Section 8, Public Housing or Rental Assistance” and “Temporary Rental Assistance”

CONTACTS SUB-ASSESSMENT

- New Data Element: Yes/No: “Staying on Street, ES or SH?”
- The Contacts Sub-Assessment is being moved to the Client’s Summary tab. This is the default tab when you go to a client’s record. This will help facilitate data entry.
- The Date of Engagement will then move to the Entry Screen where the rest of the client data will be entered.
**PROJECT START DATE (replacing PROJECT ENTRY DATE)**

- **Permanent Supportive Housing** – Important Changes – The following 3 criteria need to be met:
  1. Information provided by the client or from the referral indicates they meet the criteria for admission, though all documentation may not yet have been gathered;
  2. The client has indicated they want to be housed in this project; and
  3. The client is able to imminently access services and housing through the project, meaning that the project has a housing opening (on-site, site- based, scattered-site subsidy) or expects to have one in a reasonably short amount of time.

- **Street Outreach** - Date of first contact with client \( |\text{PROJECT START DATE} = \text{FIRST CONTACT DATE}| \)

- **Emergency Shelters** - Date on which client first stayed in shelter \( |\text{PROJECT START DATE} = \text{FIRST NIGHT OF SHELTER}| \)

- **Safe Havens and Transitional Housing** - Date on which client moves into residential project (i.e. first night in residence) \( |\text{PROJECT START DATE} = \text{FIRST NIGHT IN APARTMENT}| \)

- **SSO and All other types of services** - Date on which client received first provision of service \( |\text{PROJECT START DATE} = \text{DATE OF FIRST SERVICE}| \)

**HOUSING MOVE-IN DATE (all PH, PSH and RRH projects)**

- SubCook Initial Intake Assessment
- SubCook Interim Update Assessment

- Reworked: this data element used to be for RRH only and called “Residential Move-in Date” – Now applies to all Permanent Housing Project Types – Same meaning: Date the client moved into housing.

- Clients in PH who have an Entry Date prior to October 1, 2017 and are still active on or after October 1, 2017 will have their Entry Date replicated into the Housing Move-In Date. This will not include RRH projects since they already collect the information.

- If clients in RRH or PH move from their original unit into a new unit but are still considered part of the project then a new Housing Move-In Date should be recorded for the first night in the new unit via the Interim update screen.

**DESTINATION**

- Client Exit Screen

- Added new drop down items: “Permanent Housing (other than RRH) for formerly homeless persons (HUD)” and “Rental by client, with RRH or equivalent subsidy (HUD)”

**LIVING SITUATION (FOR ALL PROJECT TYPES)**

- Chronic Homeless Assessment Screen

- Added new drop down items: “Permanent Housing (other than RRH) for formerly homeless persons (HUD)” and “Rental by client, with RRH or equivalent subsidy (HUD)”
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**RHY (RUNAWAY HOMELESS YOUTH) PROJECTS**

**HOUSEHOLDS**
- When 2 or more minor children (17 and under) present together they should be entered into HMIS in separate households regardless of relationship.
  - Exception: Parenting teens. For parenting teens create a single household.

**RETIRED DATA ELEMENTS**
- “Referrals Provided By” retired.
- “Family Unification Achieved” retired

**ELEMENTS EDITS OR WITH REDUCED RESPONSES**
- “BCP Status” altered wording to clarify meaning and added a new Yes/No question whether the client is Runaway Youth
- “Young Persons Critical Issues” is now “Family Critical Issues” and the 24 responses has been reduced to 6.

**COUNSELING**
- For RHY Emergency Shelter, Transitional Housing and Homeless Prevention
- New Element: Yes/No “Counseling received by client?”
  - “If yes, identify the type(s) of counseling received:”
    - Select-
      - Individual
      - Family
      - Group-including peer counseling
  - “If yes, identify the number of sessions received by exit.”
    - Select-
      - 1
      - 2
      - ³
      - 47
      - 48+
- New Element: “Total number of sessions planned in youth’s treatment or service plan?”
  - Select-
    - 1
    - 2
    - ³
    - 47
    - 48+
- New Element: Yes/No “A plan is in place to start or continue counseling after exit?”
SAFE AND APPROPRIATE EXIT

- For RHY Emergency Shelter and Transitional Housing

- New Element: “Exit destination safe – as determined by the client”

  - [Select]
    - Yes
    - No
    - Client doesn’t know
    - Client refused

- New Element: “Exit destination safe – as determined by the project/caseworker”

- New Element: “Client has permanent positive adult connections outside of project”

- New Element: “Client has permanent positive peer connections outside the project”

- New Element: “Client has permanent positive community connections outside of project”

AFTER CARE PLANS

- formerly “Transitional, Exit-care or Aftercare Plans and Actions”

- New Element: “Information Date” (date information was collected)
  
  - The data should be collected and entered anytime between a client’s exit and 180 days. After 180 days, the data should no longer be added and will not be reported.

- New Element: “Aftercare was provided?”

  - [Select]
    - Yes
    - No
    - Client refused

  - If Yes, identify the primary way it was provided

    - [Select]
      - Via email/social media
      - Via Telephone
      - In person: one on one
      - In person: group
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VA PROJECTS

VAMC STATION LIST

• “VAMC Station List” will become a dropdown list of VAMC Station Codes, however, it will not be automatically mapped. Users should update the question through the Entry Screen.

SSVF ONLY

CONNECTION TO SOAR

• New Data Element: “Connection to Soar”

-Select-
  ‣ Yes
  ‣ No
  ‣ Client doesn’t know
  ‣ Client refused

VASH ONLY

VASH VOUCHER TRACKING

• New Date Element: “Date of Voucher” [Date Field]
• New Element: “Reason for Voucher Change”

-Select-
  ‣ Referral package forwarded to PHA
  ‣ Voucher denied by PHA
  ‣ Voucher issued by PHA
  ‣ Voucher revoked or expired
  ‣ Voucher in use – veteran moving into housing
  ‣ Voucher was ported locally
  ‣ Voucher was administratively absorbed by new PHA
  ‣ Voucher was converted to Housing Choice Voucher
  ‣ Veteran exited – voucher was returned
  ‣ Veteran exited – family maintained the voucher
  ‣ Veteran exited – prior to ever receiving a voucher
  ‣ Other
    ‣ If Other, explain text box
- **New element for HUD-VASH at Exit** -

- **Select** -
  - Accomplished goals and/or obtained services and no longer needs CM
  - Transferred to another HUD-VASH program site
  - Found/chose other housing
  - Did not comply with HUD-VASH CM
  - Eviction and/or other housing related issues
  - Unhappy with HUD-VASH housing
  - No longer financially eligible for HUD-VASH voucher
  - No longer interested in participating in this program
  - Veteran cannot be located
  - Veteran too ill to participate at this time
  - Veteran is incarcerated
  - Veteran is deceased
  - Other
    - If Other, explain text box