CURRENT LIVING SITUATION AND DATE OF ENGAGEMENT
(For Emergency Shelters and Street Outreach Projects)

CURRENT LIVING SITUATION (CLS)

Information entered in the Current Living Situation sub-assessment documents meaningful interactions between a worker and a client and creates a record of locations where the client is residing at these various points in time. Examples of a meaningful interactions include a conversation between a worker and client about the client's well-being or needs, an office visit to discuss the client’s housing plan, a referral to another community service, or an exchange at a shelter that extends beyond basic shelter provisions. The purpose of the interactions, previously known as “Contacts”, is to reach a point of engagement with the client.

The Current Living Situation Form is available for collecting all necessary CLS information, when direct data entry into HMIS is not practical. Download the Current Living Situation Form - http://suburbancook.org/hmis/clsform.

In HMIS, the interactions are recorded in the Current Living Situation sub-assessment on the Client Summary tab.

Street Outreach Projects: The client should always have a CLS record that matches the Start Date for the project, as well as a CLS record for the Date of Engagement and Exit Date, when applicable. All other meaningful interactions should be recorded in the CLS sub-assessment also.

Night-by-Night Emergency Shelter Projects: A CLS record should only be created for an interaction that goes beyond basic shelter service provision. The nightly sign-in for a shelter stay does not count as a contact.
The Current Living Situation Sub-Assessment

- **Information Date**: Date of contact with client
- **Current Living Situation**: Description of the primary location type where the client is currently residing, as of the information date.
- **Location details**: Specific information about where the client is residing and other descriptors that may assist with locating the client in the future
- **Is client going to have to leave their current situation within 14 days?**: Follow-up question that is asked when the client identifies an Institutional, Temporary, or Permanent Housing Situation to the **Current Living Situation** question
- **Start Date**: May remain with the default current date
- **End Date**: May be left blank

**DATE OF ENGAGEMENT**

The date of engagement is defined as the date on which an interactive client relationship results in a deliberate client assessment or beginning of a case plan. The date of engagement should be entered into HMIS at the point that the client has become engaged.

**Street Outreach Projects**: The Date of Engagement is when a client completes a full intake.

**Emergency Shelter Projects**: The Date of Engagement is NOT the same as intake, but the date on which an interactive client relationship results in a deliberate client assessment or beginning of a case plan.

- Regardless of when the **Date of Engagement** happens or is collected, it should be entered on the Entry Screen.
- If the client exits without becoming engaged the engagement date should be left blank.
- There should be only 1 **Date of Engagement** per Entry.
- Since an engagement is the result of a contact, a contact must also be recorded for that date.
- If a client has a **Date of Engagement** recorded in HMIS from a previous enrollment, the date will need to be cleared. The new Date of Engagement should be recorded at the point the client becomes engaged with the provider.