Your HMIS Team

- Ana Rausch – Senior Research Project Manager
- Erol Fetahagic – System Analyst
- Karen Flores – Program Analyst
- Kelita Beechum – Data Analyst
- Ryan R. Clay – Data Analyst
- Scot More – Program Analyst
- Yvette Fuentes – Program Analyst
Agenda

• Welcome & Introductions
• Data Super Stars
• HOPWA Reporting (not matching City)
• Longitudinal System Analysis (LSA)
• PIT/HIC
• Chronic Homeless Update
• Duplicates
• Data Entry Timeliness
• HMIS Reminders
• HMIS Issues/Trainings Updates
• Looking Ahead to 2019
• Q&A
Welcome to our newest HMIS Participating Agencies

Montgomery County Women's Center

Hope's Path

The University of Texas Health Science Center at Houston

Current A Christian Church
Data Super Stars

- AIDS Foundation Houston
- Avenue 360
  - ACE, START, YEAH
- Catholic Charities
  - Lotus Project
- Change Happens
- Crisis Assistance Center
- Goodwill
  - Project Good Hope
- Harmony House
- Santa Maria
  - SEARCH
  - Ali Haider
- Star of Hope
  - New Haven
- The Women’s Home

The Way Home
KEEP CALM
BECAUSE
IT'S
GAME TIME
KEEP CALM
IT'S RAFFLE TIME!
Longitudinal System Analysis (LSA) 
formerly AHAR

• Replaces the old AHAR process
• New data reported to HUD
  • Demographics
  • Population groups
  • System use measures
    • Length of time homeless
    • Housing Outcomes
    • Returns to homelessness
LSA Preparation

- DATA QUALITY and DATA ACCURACY!!!
- Client location
- Entry/exit dates (including Move-In dates)
- Relationship to head of household
- Date of birth
- Living situation
- Length of stay
- Approximate homeless start date
- # of Times homeless
- # of Months homeless

The Way Home
## LSA Review

<table>
<thead>
<tr>
<th>Person Data Quality</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Error Description</strong></td>
<td><strong>Error Count</strong></td>
</tr>
<tr>
<td>Date of birth is missing</td>
<td>6</td>
</tr>
<tr>
<td>Disabling condition is unknown or missing</td>
<td>3560</td>
</tr>
<tr>
<td>Domestic violence status is unknown or missing</td>
<td>3588</td>
</tr>
<tr>
<td>Gender is unknown or missing</td>
<td>3323</td>
</tr>
<tr>
<td>Race is unknown or missing</td>
<td>40</td>
</tr>
<tr>
<td>Date of birth is after entry date</td>
<td>173</td>
</tr>
<tr>
<td>Ethnicity is unknown or missing</td>
<td>6</td>
</tr>
<tr>
<td>Veteran status is unknown or missing</td>
<td>507</td>
</tr>
<tr>
<td>Birthdate quality is unknown or missing</td>
<td>8</td>
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</table>

<table>
<thead>
<tr>
<th>Household Data Quality</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Error Description</strong></td>
<td><strong>Error Count</strong></td>
</tr>
<tr>
<td>HH type is unknown or missing</td>
<td>21</td>
</tr>
<tr>
<td>More than 1 HoH for Enrollment</td>
<td>100</td>
</tr>
</tbody>
</table>
## LSA Review

### ADULTS ONLY SUBMISSION CATEGORY

<table>
<thead>
<tr>
<th>Summary</th>
<th>ES, SH, TH</th>
<th>RRH</th>
<th>PSH</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Number of Households Served</td>
<td>3603</td>
<td>1003</td>
<td>3731</td>
</tr>
<tr>
<td>Total Number of People Served</td>
<td>3614</td>
<td>1077</td>
<td>3837</td>
</tr>
<tr>
<td>Total Number of Unaccompanied Young Adult Households (18-24)</td>
<td>319</td>
<td>90</td>
<td>156</td>
</tr>
<tr>
<td>Total Number of 55+ Households</td>
<td>3284</td>
<td>913</td>
<td>3575</td>
</tr>
<tr>
<td>Total Number of Veteran Households</td>
<td>533</td>
<td>629</td>
<td>1582</td>
</tr>
<tr>
<td>Total Number of Households Experiencing Chronic Homelessness</td>
<td>555</td>
<td>140</td>
<td>720</td>
</tr>
<tr>
<td>Total Number of Disabled Households</td>
<td>2181</td>
<td>573</td>
<td>3241</td>
</tr>
</tbody>
</table>

### Chronic Homelessness and Disabling Condition

<table>
<thead>
<tr>
<th>Chronic Homelessness and Disabling Condition</th>
<th>ES, SH, TH</th>
<th>RRH</th>
<th>PSH</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chronically homeless</td>
<td>554</td>
<td>141</td>
<td>728</td>
</tr>
<tr>
<td>Not chronically homeless: Has a disabling condition and meets length requirements, but insufficient or missing occasion information</td>
<td>14</td>
<td>7</td>
<td>19</td>
</tr>
<tr>
<td>Not chronically homeless: Has 12+ months of cumulative homelessness, but missing or no disabling condition</td>
<td>209</td>
<td>57</td>
<td>107</td>
</tr>
<tr>
<td>Not chronically homeless: Has a disabling condition, but insufficient or missing length of time information</td>
<td>1614</td>
<td>437</td>
<td>2540</td>
</tr>
<tr>
<td>Not chronically homeless: Missing or no disabling condition and insufficient or missing length of time information</td>
<td>1223</td>
<td>312</td>
<td>29</td>
</tr>
</tbody>
</table>

**Warning**

- High missing data rate: **Pending**
- High missing data rate: **Pending**

**CoC Note**

- **ES, SH, TH**
- **RRH**

**Head of households and adults**

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**Coalition for the Homeless**

**The Way Home**
2019 Point-In-Time Street Count

• Where:
  - All of Houston, Harris, Fort Bend, & Montgomery Counties
  - Inner 610 loop (first day)
  - East of I-45 & 288 (second day)
  - West of I-45 & 288 (third day)

• When:
  - Official sheltered count (night of the count) for HUD will be January 21, 2019
  - Unsheltered Count – January 22\textsuperscript{nd}, 23\textsuperscript{rd}, & 24\textsuperscript{th}
  - January 25, 2019 will be held as an inclement weather day

• How:
  - Drive around assigned map areas
  - Walk areas with likelihood of find homeless persons
  - Survey with phone/tablet app
2019 Point-In-Time Shelter & Housing Inventory Count

- PIT numbers pulled from HMIS for the night of January 21st
- HIC based on the inventory during the same night
- Housing projects reported
  - Emergency shelters
  - Transitional Housing
  - Permanent Housing
    - PSH & other PH – only clients with move-in dates beginning October 1st.
    - RRH – only clients with move-in dates
Duplicates

• What message was posted in ClientTrack on August 29th at 1:49 PM?

• One of these things is just like the other:
   Rob Low III; Rob Low 3; Rob Low 3rd
   Lisa Marie Presley; Lisa-Marie Presley; Lisa M. Presley
   Merry Chris, 111-11-1111, DOB: 3/14/1985
    ❖ Merry Kris, 111-11-11111, DOB: 3/14/1985
   William Jackson, 111-11-11111, DOB: 9/14/1980
    ❖ Billy Jackson, 111-11-1111, DOB: 9/14/1980
Duplicates

• **SEARCH BEFORE CREATING**
  - First and last name
  - Partial first and last name (i.e. Rya Cl, R Cla, etc.)
  - Social security number
• 111111111, 777777777, etc.----NOT CORRECT SSN
• When merging, original client ID is kept
• If this continues, we may have to take further action such as deactivation of your HMIS account as well as requiring that you attend a refresher training
KEEP CALM
IT'S RAFFLE
TIME!
Data Entry Timeliness

- CoC APR, ESG CAPER, and Data Quality Report
  - Timeliness measures the number of days between the Project Start Date/Project Exit Date and Date Created
  - Cannot be “fixed” at a later date

<table>
<thead>
<tr>
<th></th>
<th>Number of Project Start Records</th>
<th>Number of Project Exit Records</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 days</td>
<td>15</td>
<td>1</td>
</tr>
<tr>
<td>1-3 Days</td>
<td>9</td>
<td>4</td>
</tr>
<tr>
<td>4-6 Days</td>
<td>2</td>
<td>4</td>
</tr>
<tr>
<td>7-10 Days</td>
<td>0</td>
<td>3</td>
</tr>
<tr>
<td>11+ Days</td>
<td>4</td>
<td>19</td>
</tr>
</tbody>
</table>
Data Entry Timeliness

• Local Data Quality Plan

<table>
<thead>
<tr>
<th>Deadlines</th>
</tr>
</thead>
<tbody>
<tr>
<td>All data shall be entered into HMIS in a timely manner. Toward that end, the following data entry deadlines are set forth:</td>
</tr>
</tbody>
</table>

- **Emergency Shelters**: Universal Data Elements and Housing Check-In/Check-Out are entered within one (1) workday (24 work hours after the check-in/check-out time)

- **Transitional and Permanent Supportive Housing Programs**: Universal Data Elements, Program-Specific Data Elements, and Housing Check-In/Check-Out are entered within five (5) workdays

- **Rapid Re-Housing and Homelessness Prevention Programs**: Universal Data Elements, Program-Specific Data Elements, and Housing Move-In Date are entered within five (5) workdays

- **Outreach Programs**: Limited data elements entered within three (3) workdays of the first outreach encounter. Upon engagement for services, all remaining Universal Data Elements entered within three (3) workdays

- **Supportive Services Only Programs**: Universal Data Elements are entered within three (3) workdays
**HMIS Reminders**

- **Clients in program (enrollment) report**
  - Due by the 7th of each month for **ALL** programs
  - Funders are starting to ask Coalition for HMIS history
  - Submitted with client detail
  - In PDF format
  - Enroll at any point NOT just new enrollments
  - Always for the previous month

- **Program/grant end dates**
  - Program responsibility to provide/update
  - Clients MUST be exited by program/end date

- **Program names should match or be as close to funding name as possible**
HMIS Issues

- Issues have to be tracked for reporting purposes.
- Do not email HMIS staff directly unless instructed to do so.
- Use any of the following methods for assistance:
  - Go to https://hmissupport.homelesshouston.org/Login.asp
  - Call the Help Desk
    - 832-531-6029
    - Monday – Thursday
  - Send an email to hmis@homelesshouston.org
- Everyone has a user name and password
HMIS Trainings

• Register for training online.
  ➢ http://www.homelesshouston.org/hmis/user-training/
• Bring COMPLETED User Agreement with you.
  ➢ http://www.homelesshouston.org/hmis/
• You will be turned away from training if:
  • You do not bring your User Agreement
  • Your program is not set up HMIS
Looking Ahead - 2019

➢ What would you like to see in 2019?
2019 HMIS Forum Dates

Mark your calendars!!!

United Way of Greater Houston:
- March 19, 2019, 2 pm
- June 20, 2019, 2 pm
- September 24, 2019, 2 pm
- December 19, 2019, 2 pm
The Coalition for the Homeless leads in the development, advocacy, and coordination of community strategies to prevent and end homelessness.

The Way Home is the collaborative model to prevent and end homelessness in Houston, Harris, Ft. Bend, & Montgomery Counties. For more information visit www.thewayhomehouston.org