

Orange County CoC

Inter-Agency Data Sharing Memorandum of Agreement

The _____ agency agrees to share client data among participating agencies via the LA/OC HMIS (Homeless Management Information System) for the purposes outlined below. Each participating agency must complete and comply with the **Agency Agreement**. Each individual HMIS user must complete and comply with the **HMIS User Agreement**. This document is available on the OCHMIS website <http://www.ochmis.org>.

Uses of HMIS Data:

- Coordinate housing services for families and individuals experiencing homelessness or facing a housing crisis in Orange County
- Understand the extent and the nature of homelessness in Orange County
- Evaluate performance and progress toward community benchmarks
- Improve the programs and services available to Orange County residents experiencing homelessness or a housing crisis
- Improve access to services for all Orange County homeless and at-risk populations
- Reduce inefficiencies and duplication of services within our community
- Ensure that services are targeted to those most in need, including “hard to serve” populations
- Ensure that clients receive the amount and type of services that “best fits” their needs and preferences
- Pursue additional resources for ending homelessness
- Advocate for policies and legislation that will support efforts to end homelessness in Orange County

Client Protection:

- Informed consent must be given by clients in order for their identifying information to be entered into HMIS and shared among agencies in the LA/OC HMIS (see Orange County HMIS participating agencies on OCHMIS.org). Non-identifying client information may be entered in the system for all clients regardless of whether they give their informed consent and regardless of their domestic violence status.
- Only non-identifying information will be entered for clients currently fleeing or in danger from a domestic violence, dating violence, sexual assault or stalking situation.
- Identifying client information will only be shared among agencies that have signed this agreement. At the time of informed consent, and at any point after, the client has the right to see a current list of the OC HMIS participating agencies.
- Additional agencies may join the LA/OC HMIS and will be added to the list of HMIS participating agencies. As part of the informed consent process, clients must be informed that additional agencies may join the collaborative at any time and will have access to their information.
- HMIS Users will maintain HMIS data in such a way as to protect against revealing the identity of clients to unauthorized agencies, individuals, or entities (see the “OC HMIS Client Consent Form,” and the “Client Rights Brochure OC” available on the OCHMIS.org website).
- Clients may not be denied services based on their choice to withhold their consent.

Each party to this memorandum of agreement shall defend, indemnify, and hold all other parties harmless from any and all claims arising out of that party’s negligent performance of this agreement. Any loss or liability to third parties resulting from negligent acts, errors, or omissions of a LA/OC HMIS user while acting within the scope of their authority under this Agreement shall be borne by that user exclusively.

Agreed to and signed by the following agency representative:

Printed Name

Agency Name

Signature

Date