Orange County CoC Inter-Agency Data Sharing Memorandum of Agreement

The ____________________________ agency agrees to share client data among participating agencies via the OC HMIS (Orange County 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.

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 shared among agencies in the OC HMIS (see Orange County HMIS participating agencies on OCHMIS.org). If the client does not give consent, their identifying information can still be entered into HMIS, but the record should only be visible to the agency entering the data.
- All agencies participating in HMIS must sign this agreement. The client has the right to see a current list of the OC HMIS participating agencies. As part of the informed consent process, clients must be informed that additional agencies may join the OC HMIS 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.

Last Updated: 8/28/2018
• 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 an 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 (Executive Director or equivalent only):

Printed Name: ________________________________________________________________

Agency Name: __________________________________________________________________________________________

Signature: __________________________________________________________________________________________

Date: __________________________________________________________________________________________