Welcome!

February 2022
OC HMIS User Meeting

Please enter your agency name in the chat box

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Agenda

1. 2022 HIC and Sheltered PIT
2. HMIS Policies and Procedures - New/Updated Policies
3. CoC Dashboard
4. HMIS Part 2 Recertification
5. C1 Well-being Data Element Training Resource
6. Clarity Updates
7. Data & Performance Management Meeting Agenda
8. Holiday
9. Q&A

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2022 HIC and Sheltered PIT

Dates have changed! Please see the new dates below.

- Training: February 15th 2:00

- Night of the Count: February 21st

- Complete data entry in HMIS/comparable database: February 24th

- 211OC sends HIC Answer Form to all agencies and PIT Reports to HMIS projects: February 25th

- Final HIC and PIT data due: March 4th

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HMIS P & P:

New/Updated Policies

HMIS User Fee Policy

- Agencies required to participate in HMIS
    - 1 – 5 users: $750 annually
    - 6 – 24 users: $2,750 annually
    - 25 or more users: $3,500 annually
- CES Access Points Fee $200
- Agency Administrator Policy

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HMIS P & P:
New/Updated Policies

Minimum Participation Requirements

- At least one active user
- At least one active enrollment
- HMIS data entry in the past 30 days
- Submit the HIC and/or PIT for appropriate project types
- At least one active Agency Administrator
- Staff representation for at least one User Meeting during the previous quarter

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HMIS P & P:

New/Updated Policies

'Other' project types in HMIS
- Other project type can no longer be used for combined HP/RRH projects

Accounts Locked due to Inactivity
- User accounts will be locked after 60 days of inactivity

Client Consent Forms
- Copy of Client Consent Form must be on file in HMIS for new clients

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HMIS P & P:

New/Updated Policies

Client Record Requests

- Clients can go to any HMIS participating agency to request their record
- Agency submits request to HMIS Help Desk within 5 business days
- Agency Administrator required to review with client upon request

HMIS P & P: New/Updated Policies

Client Profile

First Name	Black
Middle Name	
Last Name	Widow
Suffix	∅
Name Data Quality	Full name reported
Date of Birth Date	1988-09-05
DoB Data Quality	Full DOB Reported
SSN	000-00-0000
SSN Data Quality	Client doesn't know
Ethnicity	Hispanic/Latin(a)(o)(x)
Gender	Female
Race	American Indian, Alaska Native, or Indigenous
Veteran Status	Yes
Branch of Military	Army
Discharge Status	Honorable
Year Entered Military Service	2010
Year Separated from Military Service	2013
Theatre - Afghanistan OEF	Yes
Theatre - Iraq OIF	Yes
Theatre - Iraq OND	No
Theatre - Korean War	No
Theatre - Other	No
Theatre - Persian Gulf ODS	No
Theatre - Vietnam War	No
Theatre - World War II	No

Release of Information

Agency Name	Orange County United Way
Documentation	Electronic Signature
Start Date	2018-05-17
End Date	2025-05-17
Permission	Yes

Enrollment History

Agency Name	Name	Project Start Date	Project Exit Date
Erin's Agency	Erin's Transitional Housing	2021-10-20	⊘
OC Training Agency	Non-Federally Funded Homeless Prevention Training Project	2021-05-26	⊘
County of Orange	Individual Coordinated Entry System	2021-04-14	⊘
Family Solutions Collaborative	Family Coordinated Entry	2021-03-26	⊘
Orange County United Way	WelcomeHomeOC	2019-10-01	⊘
System	Family Shelter	2019-08-08	2019-09-06
Erin's Agency	CFCOC ES Test	2018-06-15	⊘
Mercy House	Regina House Emergency	2018-06-15	⊘
Erin's Agency	ESG Street Outreach	2018-05-01	⊘

Client Documentation

Agency Uploaded	Client File Category	Client File Name	Client File Other Name	Last Updated Date
Orange County United Way	WelcomeHomeOC	Moving Cost Reimbursement	Moving Cost Reimbursement	2020-02-12
Orange County United Way	WelcomeHomeOC	Rental Application	Rental Application	2020-02-12

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HMIS P & P:

New/Updated Policies

Grievance Form

- Clients can now call the HMIS team to file grievance
- Form updated to include case manager/advocate contact

Project Performance Overview

- Schedule of PPR reports
- Description of measure
- Universe and how measure is calculated
- Threshold for each project type

Updated Spanish Privacy Notices and Grievance Form

- Updated versions of our Spanish Grievance From, Privacy Notice and Note Regarding Collection of Personal Information have been added to our website.

2·1·1
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CoC Dashboard

- The CoC Dashboard for Q4 is currently available on the OC HMIS website, [Quarter 4 2021 (10/1/21 – 12/31/21)](#)

- The dashboard contains information on the clients who were active in any project type in HMIS or contacted 211OC for information and referral during the reporting period.

- We have added a filter in the report for Transitional Aged Youth Households. You can select Yes or No which will change the displayed report.

HMIS Part 2 Recertification

- Users that did not complete the recertification by January 31st, their accounts are locked until the Recertification is completed.

- Agency Admins can check their agency's DropBox for a list of users whose accounts have been locked.

- These users must complete the HMIS Part 2 Recertification in order for their accounts to be unlocked.

- Agency Administrators must submit the 2021 HMIS Part 2 Recertification Form for their users.

C1 Well-being Data Element Training Resource Now Available

- HUD has released a Training Resource for the C1 Well-being Data Element
- Use this resource if you conduct the intake assessment for clients being enrolled into PSH projects
- This Resource may be found on the HUD Website Resources ➡ Resource Library ➡ Browse the Resource Library.
- You may also access it by simply clicking on the Link provided here: HMIS C1 Well Being-Data Element Training Resource .
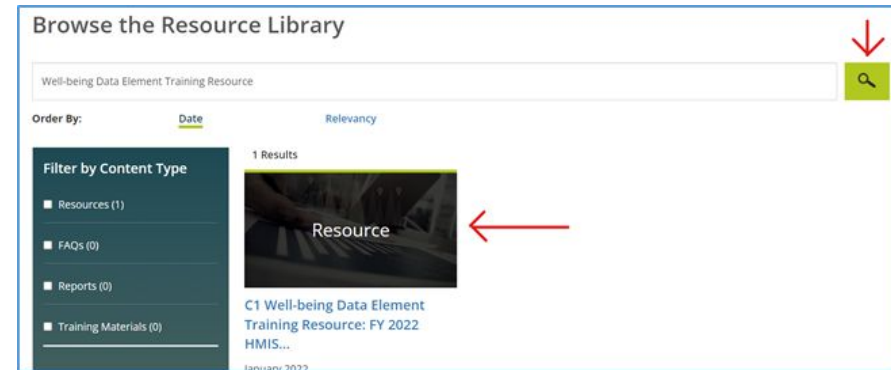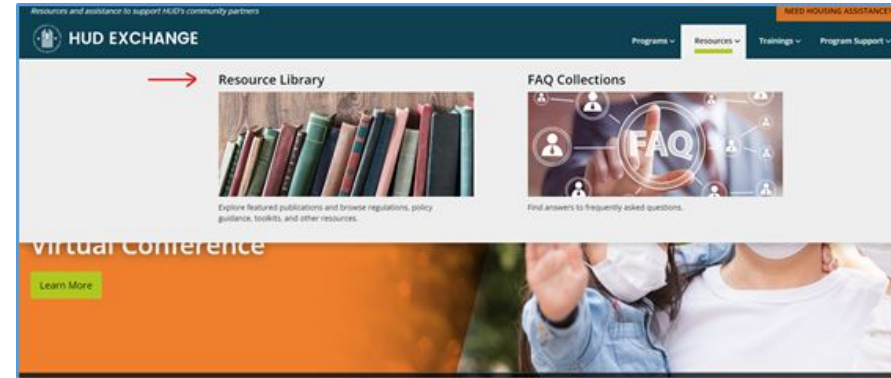
New Clarity Updates

Different Colors for Different Site Types

To assist users in visually distinguishing between Clarity Human Service site types, we have implemented color schemes for each instance type. Production sites will keep their current color, but the header and login side panel will now be blue for training sites.

New Clarity Updates
New "Reopen" Program Button

This update introduces a Reopen Client Program button on the client Program Exit screen that allows you to reopen a Program enrollment for a client.

Data & Performance Management Committee Meeting

Agenda:

1. New PH Project Performance Goals
2. Street Outreach Project Performance Reports

Thursday February 10th, 1:30 - 3:00

Click here to Join!
Meeting ID: **864 5764 1876**
Passcode: **914075**

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President's Day Holiday

The HMIS Help Desk will be closed on **Monday, February 21st** in observance of President's Day.

We will back back in the office to assist you on Tuesday, February 22nd.

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Q&A