

Welcome!

April 2022
OC HMIS User Meeting

**Please enter your agency
name in the chat box**



Agenda

1. HMIS Minimum Participation Requirements
2. Coordinated Entry Assessment Changes
3. Agency Access Appeals Policy
4. CoC Dashboard
5. Client Record Requests
6. RHY PSDE Dashboards
7. Housing Notes
8. System Performance Measures Report
9. EHV Resources
10. Data & Performance Management Meeting Agenda
11. Q&A

Minimum Participation Requirements

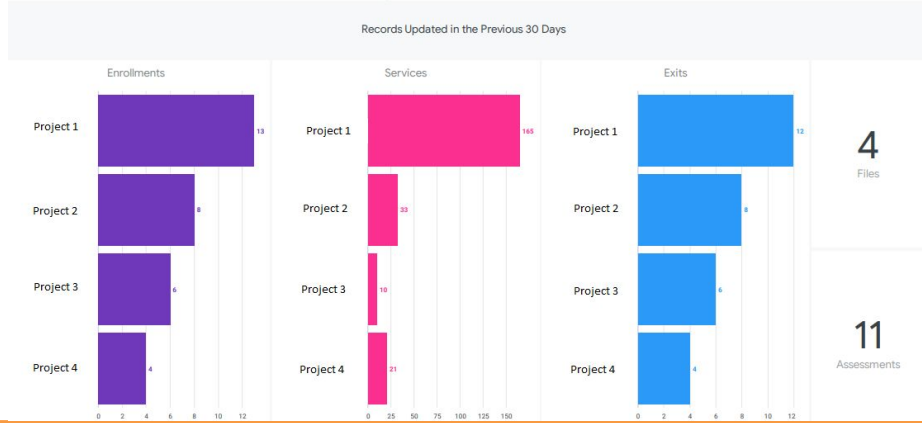
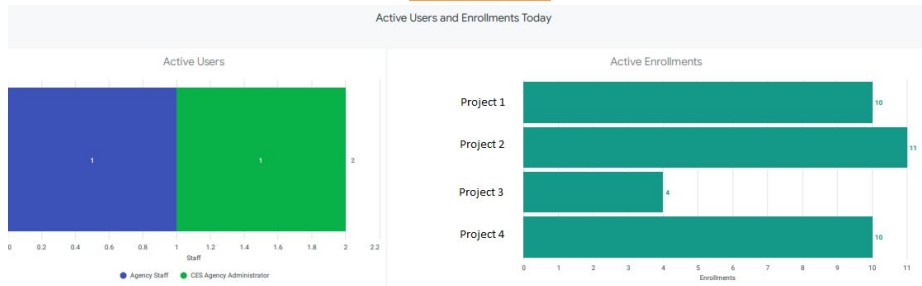
Included on Dashboard

- At least one active user
- At least one active enrollment
- HMIS activity in the past 30 days
- At least one Agency Administrator that is an active HMIS user

Other Requirements

- Submit the HIC and/or PIT for appropriate project types
- Staff representation for at least one User Meeting during the previous quarter
- Passed the HMIS annual audit

Minimum Participation Requirements

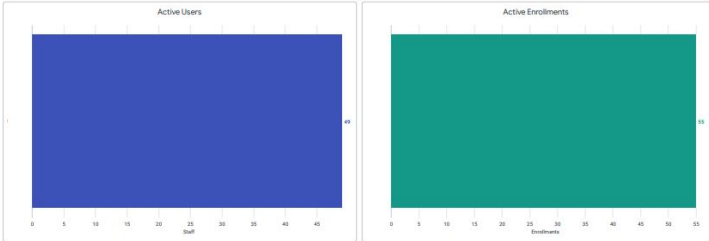


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Files

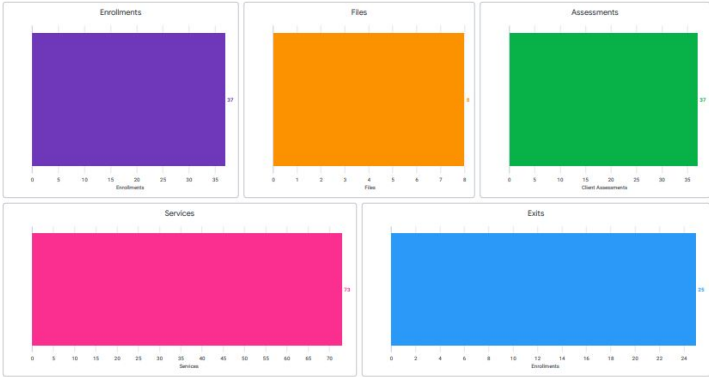
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Assessments

Minimum Participation Requirements - CES

Active Users and Enrollments Today



Records Updated in the Previous 30 Days




Coordinated Entry Assessments


- The Individual and Family VI-SPDATs have been replaced in HMIS with the Individual and Family CES Assessments
- This change does not impact clients already on the CES Community Queue
- [Paper forms](#) have also been published


Assessments


LINK FROM ASSESSME

Current Living Situation	START
Status Update Assessment	START
Annual Assessment	START
Veteran Coordinated Entry Assessment [OC Custom]	START
[OC Custom] CES Housing Eligibility	START
Prevention Assessment Tool	START
Moving On Assessment Tool	START
Stepping Up Assessment Tool	START
Individual CES Assessment	START

Assessment Date 04/06/2022 

Assessment Location 

Assessment Type 

Assessment Level 

OF THE HOUSING OPPORTUNITIES THE HOUSEHOLD IS ELIGIBLE FOR, WHICH OF THE FOLLOWING HOUSING TYPES IS THE HOUSEHOLD INTERESTED IN?

Rapid Re-Housing

Housing Choice Voucher

Permanent Supportive Housing

SELECTING THE PRIVATE CHECKBOX MEANS ONLY USERS WITH ACCESS TO THE CURRENTLY SELECTED AGENCY WILL BE ABLE TO SEE THIS ASSESSMENT.

Private

HMIS P & P: Updated Policy

Appeals Process for Agency Applications

- Agencies that are denied access to HMIS by the Agency Access Working Group may request an appeal.
- Appeals must be submitted to the HMIS Help Desk.
- The HMIS Lead will complete the Agency Access Process Review, and determine whether the review process was followed appropriately.
- This decision cannot be appealed, but agencies denied access to HMIS may re-apply in the future if they can effectively address the reasons their initial application was denied



CoC Dashboard

- The CoC Dashboard for Q1 will be available next week on the OC HMIS website. The reporting period will be between 01-01-2022 to 03-31-2022
- 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.



Client Record Requests

- Clients may request their data in HMIS.
- Use the following process to request these records:
 1. The Client will contact an agency participating in OC HMIS where they have previously been served.
 2. The Agency Administrator will submit a ticket to the HMIS Help Desk to request the Client Record Request Dashboard within five (5) business days.
 3. The HMIS Helpdesk will send the Dashboard to your agency's Dropbox.
 4. The Agency Administrator will deliver and review the Dashboard with the client.
- Direct the client to the [HMIS Client Record Requests](#) page for client-related information.



Client Record Request Dashboard

Further details are provided in the [Client Record Requests](#) knowledge base article.

Client Profile	
First Name	Black
Middle Name	
Last Name	Widow
Suffix	0
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

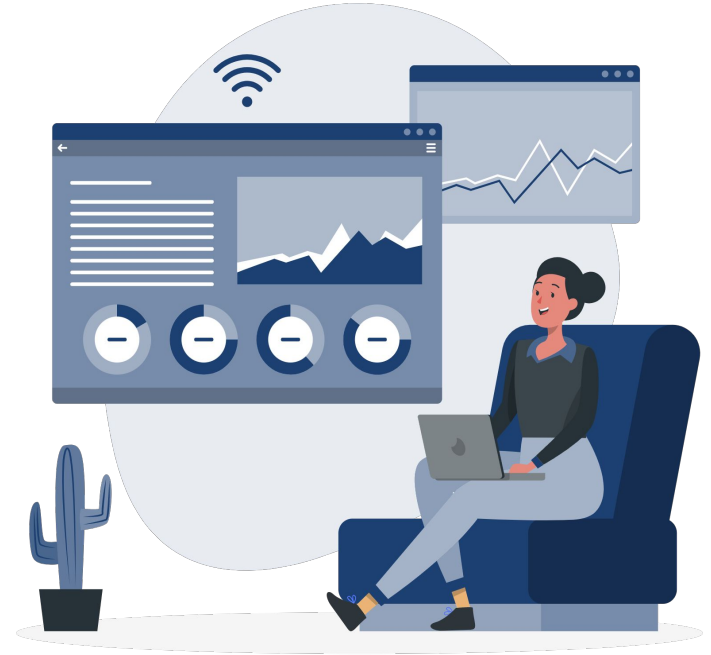
Release of Information	
Agency Name	Orange County United Way
Documentation	Electronic Signature
Start Date	2018-05-17
End Date	2025-05-17
Permission	Yes

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

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

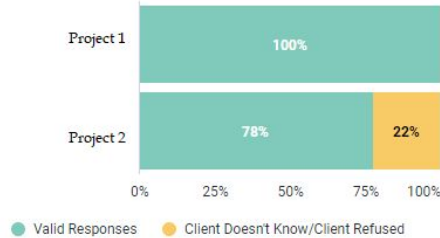
RHY PSDE Dashboards & Reports

- Program Specific Data Elements Data Completeness Dashboards and details reports are now available for the specific federal funding sources: RHY
- Separate dashboards and detail reports are included for both Entry and Exit data
- Review reports to ensure data completeness for these elements



PSDE RHY Data Completeness Dashboard

Referral Source
Required for HoHs and Adults; not required for Street Outreach



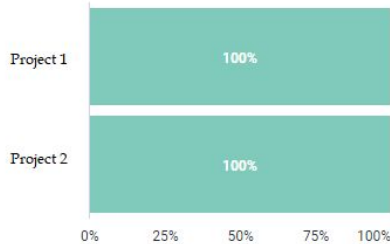
Referral Source - Outreach Frequency
Only required if Referral Source is Outreach Project

i
No results

BCP Status - Determination Date
Only required for BCP projects



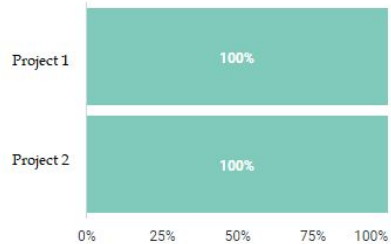
BCP Status - Youth Eligible for RHY Services
Only required for BCP projects



BCP Status - Reason Not Funded
Only required if Youth Eligible is 'No'

i
No results

BCP Status - Runaway Youth
Only required if Youth Eligible is 'Yes'



PSDE RHY Data Completeness Detail Report

Agencies Agency Name	Programs Full Name	Programs Project Type Code	Clients Unique Identifier	Enrollments Enrollment ID	Enrollments Household ID	Entry Screen Head of Household (Yes / No)	Entry Screen Age at Project Start	Enrollments Project Start Date	Enrollments Project Exit Date	Client Custom Referral Source	Entry Screen Referral Source: Times Approached Prior to Project Start	Entry Screen FYSB Youth	Entry Screen BCP Status: Reason for not providing services	Entry Screen Is Runaway Youth
1 OC Training Agency	OC Training Agency - RHY Funded Emergency Shelter Training Project	Emergency Shelter	80FE3400D	12112	8346	Yes	19	2022-04-01	0	0	0	Yes	0	Yes
2 OC Training Agency	OC Training Agency - RHY Funded Homeless Prevention Training Project	Homelessness Prevention	F5A96F417	12113	8347	Yes	19	2022-04-01	0	0	0	Yes	0	No

Client level data includes all data elements for RHY funded projects.

[HMIS Data Standards](#)

Housing Notes Refresher

- Housing Notes should be used for information related to housing the client.
- These notes will be shared with the CoC in order to streamline the housing process for the client and to coordinated care among multiple agencies.
- Housing Notes should follow the PIRP format: Purpose, Intervention, Response, Plan
- KB: [Recording Case Notes and Housing Notes in HMIS](#)

PROGRAM: ESG FUNDED RAPID RE-HOUSING TRAINING PROJECT

Enrollment History **Provide Services** Assessments Goals Notes Files Forms

× Exit

Services

Case Management

Case Management

Housing Notes

Case Management

Notes

Start Date: 03/02/2022 End Date: 03/02/2022

Time Tracking: 1 hour None

Service Note :

B I

(Purpose): Client is currently receiving rental assistance (Rapid Re-Housing). Client needs a means to continue making rental payments when the Rapid Re-housing assistance ends.

(Intervention): Identified benefits that the client may be eligible for. Referred client to resource to assist with resume building.

SUBMIT

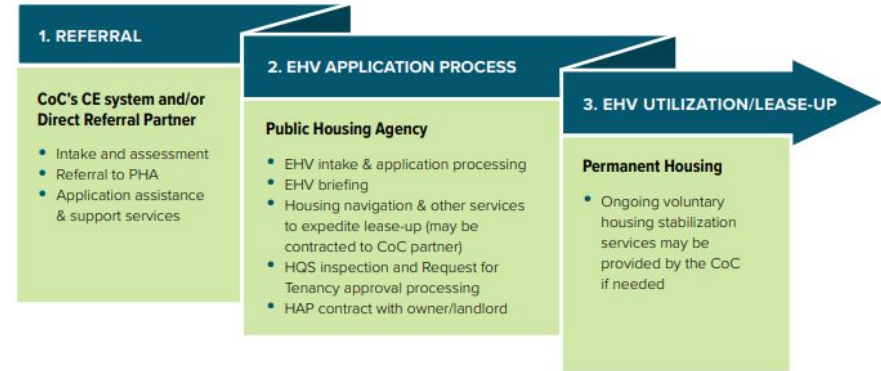
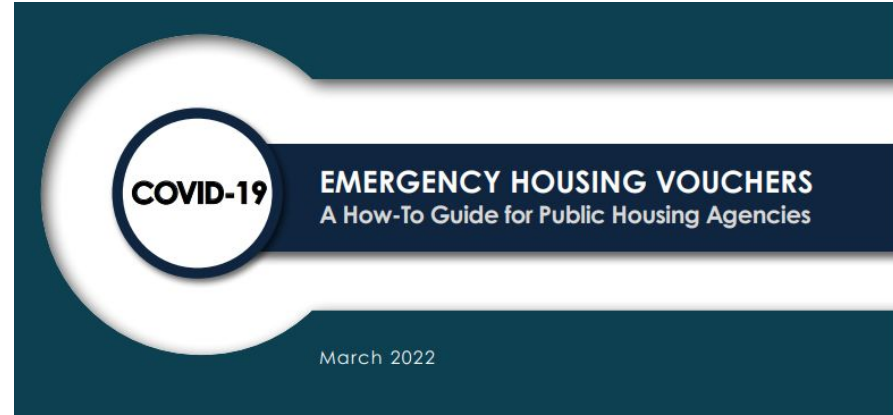
System Performance Measure

- The System Performance Measures (SPM) allows CoCs to regularly measure their progress in meeting the needs of people experiencing homelessness in their community and to report this progress to HUD
- To review the report in greater details, please visit the OC HMIS website, [HUD System Performance Reports](#)



EHV Resources

- This guide is a helpful resource for Public Housing Authorities (PHAs), Continuum of Care (CoCs), and Victim Services Providers (VSPs) to understand key components of the EHV program including:
 - Provide an overview of Emergency Housing Vouchers (EHV) operating requirements
 - Highlight best practices in program implementation
 - Partnerships and referral processes, use of service fees, housing search requirements, application of EHV waivers and alternative requirements
- [Emergency Housing Vouchers: A How-To Guide for Public Housing Agencies](#)



Data & Performance Management Committee Meeting

Agenda:

1. Agency Set-Up Review
2. PSH/OPH PPR

Thursday April 14th, 1:30 - 3:00

Click [here](#) to Join!

Meeting ID: **815 9146 3305**

Passcode: **171207**

Q&A