

December 2025 OC HMIS User Meeting

211

Get Connected. Get Help.™



Orange County
UNITED WAY

Agenda

1. HMIS Participating Agencies Schedule
2. Deleting Files in HMIS
3. LSA and SPM Reminder
4. 2026 HIC and Shelter PIT Preparations
5. Troubleshooting HMIS Log In
6. Enrollment and Exit Date Review
7. FY2026 Data Standards Updates
8. Project Performance Report
9. Training and Resources
10. Survey
11. Holiday
12. Q&A
13. Office Hours

Meeting materials and recording will be available on the [OC HMIS website](#)



Q&A



To better organize questions the HMIS Help Desk receives during the meeting, our Team recommends that you submit your questions through the Q&A option.

We request that you keep your questions general and related to the topics discussed in the meeting.

Agency specific questions is best supported through a HMIS Help Desk ticket submission, so our Team is able to further investigate and provide assistance for your request.

HMIS Participating Agencies Schedule

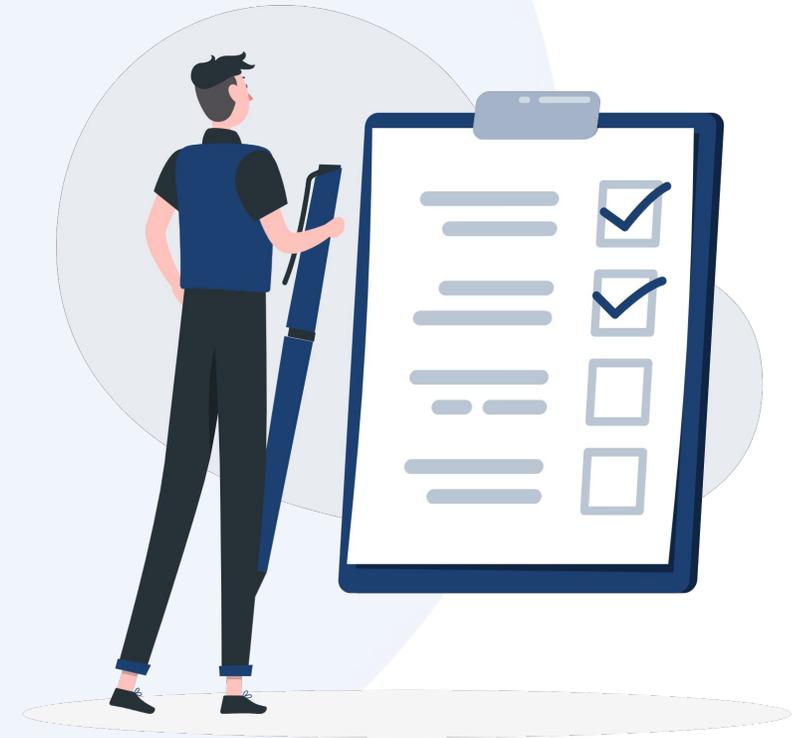
HMIS Participating Agencies Schedule																	
 																	
Requirement Type	Requirement Name	Estimated Start Date	Estimated Agency Due Date	Estimated HUD Due Date	Estimated Publication Date	January	February	March	April	May	June	July	August	September	October	November	December
HUD Required Reports	System Performance Measures Report (SPM)	October	November	February	March	Light Blue	Light Blue								Light Blue	Light Blue	Light Blue
	Longitudinal Systems Analysis (LSA)	October	December	January	April	Yellow									Yellow	Yellow	Yellow
	Housing Inventory Count (HIC)	January	February	April	May	Pink	Pink	Pink	Pink								
	Sheltered Point in Time (PIT)	January	February	April	May	Green	Green	Green	Green								
Orange County Required Reports	Street Outreach Project Performance Reports	June, December	July, January	n/a	August, February	Orange	Orange				Orange	Orange	Orange				Orange
	Emergency Shelter Project Performance Reports	May, November	June, December	n/a	July, January	Grey				Grey	Grey	Grey				Grey	Grey
	Transitional Housing Project Performance Reports	April, October	May, November	n/a	June, December				Purple	Purple	Purple				Purple	Purple	Purple
	Rapid Re-Housing Project Performance Reports	March, September	April, October	n/a	May, November			Cyan	Cyan	Cyan				Cyan	Cyan	Cyan	
	Homelessness Prevention Project Performance Reports	January, July	February, August	n/a	March, September	Green	Green	Green			Green	Green	Green				
	Permanent Supportive Housing/Other Permanent Housing Project Performance Reports	February, August	March, September	n/a	April, October		Orange	Orange	Orange				Orange	Orange	Orange		
	Data Quality Report Cards	January, April, July, October	January, April, July, October	n/a	February, May, August, November	Grey	Grey										
	Agency Audits	June	Specific to each agency	n/a	n/a							Yellow	Yellow	Yellow	Yellow	Yellow	Yellow
Orange County Requirement	HMIS User Recertifications	July	August	n/a	n/a							Pink	Pink				
	HMIS User Meeting	Monthly meetings on 1st Wednesday @ 10:00AM	n/a	n/a	n/a	Light Blue											
HMIS Lead Meetings	Data & Performance Management Meeting	Quarterly meetings on 2nd Thursday @ 1:00PM	n/a	n/a	n/a		Purple			Purple			Purple			Purple	

HMIS Participating Agencies Schedule



HMIS Participating Agencies Schedule

- HMIS Agency Audit
 - Scheduling July - December
- Project Performance Report (PPR) Corrections
 - Emergency Shelter will be added to your agency's DropBox this week
 - If you don't have a Goal 10 spreadsheet in DropBox, your agency didn't have any exit data during the reporting period of 11/01/2023 - 10/31/2025
 - Please review the [PPR Webinars](#) for additional information about running and review PPR Goals 1 - 10 for your agency's programs



Graphic by: <https://storyset.com/online>

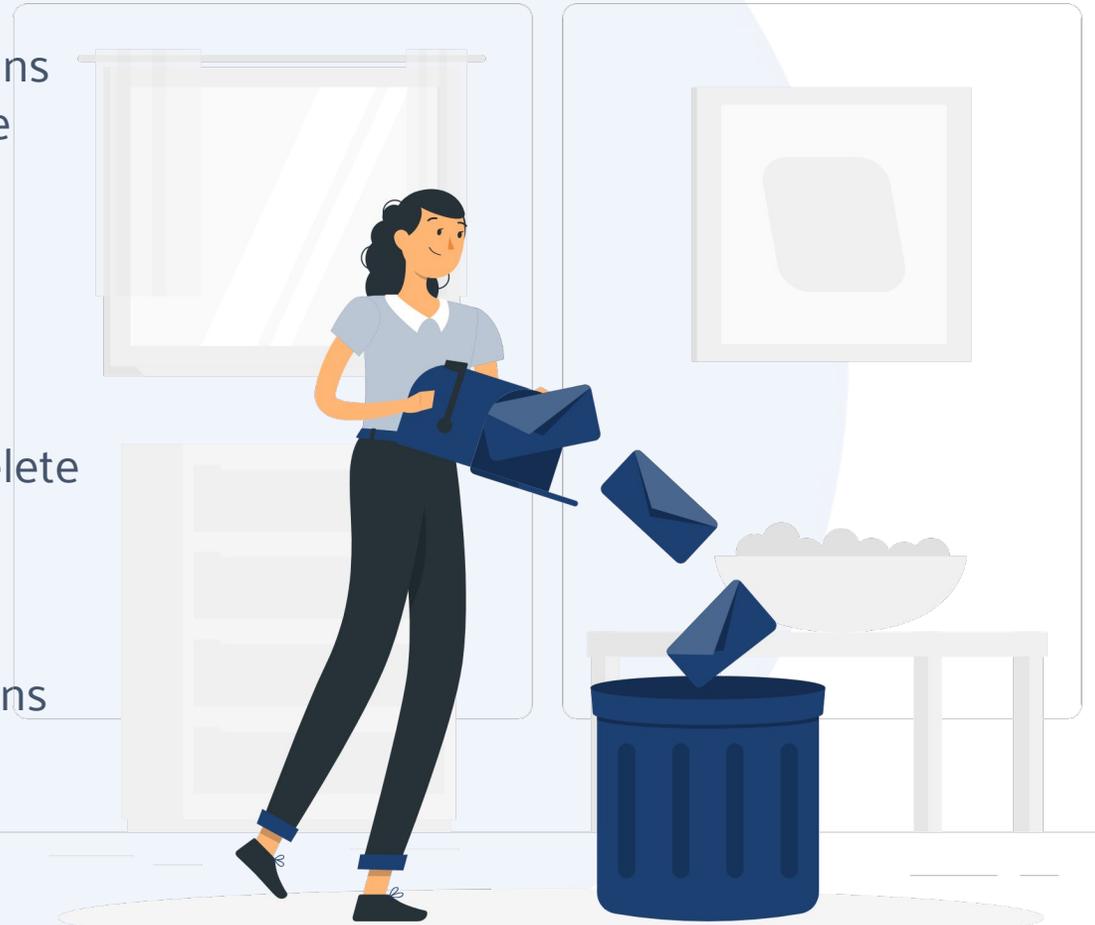
Deleting Files in HMIS

Files may be uploaded to a client's HMIS record in error. When discovered, Users should alert their Agency Admins about the erroneous files. Only Agency Admins have the ability to delete erroneous files.

To delete a file, Agency Admins should:

1. Navigate to the client's *profile page*
2. Switch to the client's *files tab*
3. Locate the erroneous file, and then click on the "Delete File" button
4. Click "OK" on the pop-up window that appears

For more information regarding this topic, Agency Admins can reference our [Deleting Files](#) KB article



Graphic by: <https://storyset.com/online>

System Performance Measures (SPM) and Longitudinal System Analysis (LSA)

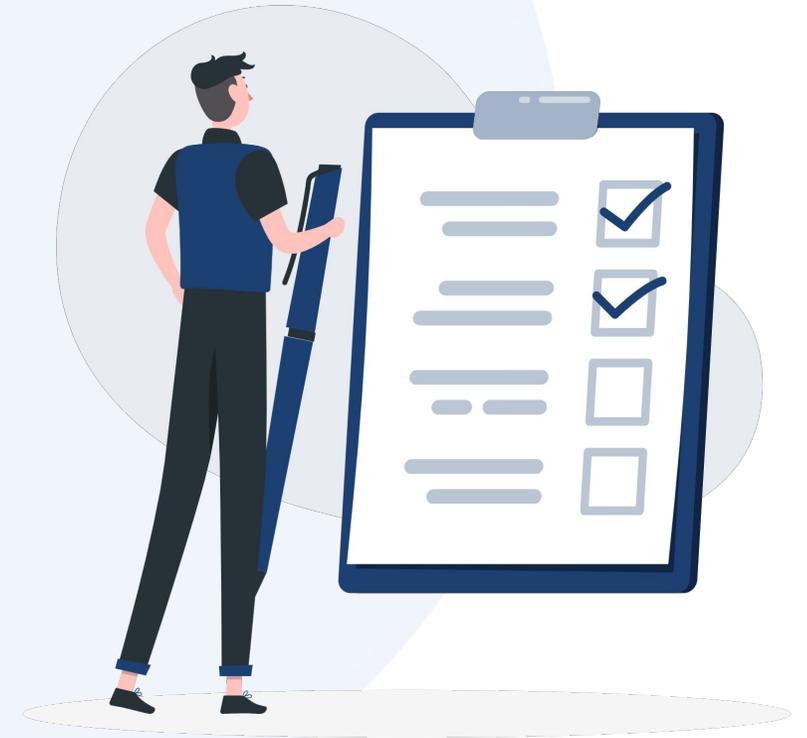
Longitudinal System Analysis (LSA)

The LSA is a report submitted by each CoC on an annual basis, and includes demographic, performance, and household composition information, as well as patterns of system use. The LSA from each CoC is consolidated to create the AHAR that is submitted to Congress.

System Performance Measure (SPM)

The System Performance Report analyzes the performance of Safe Haven, Street Outreach, Emergency Shelter, Transitional Housing, and Permanent Housing (including Permanent Supportive Housing, Rapid-ReHousing, and Other Permanent Housing) project types in the Orange County CoC that participate in HMIS.

Please review the [Sept 2025 HMIS Report Office Hours](#) materials that covers SPM & LSA corrections.



Graphic by: <https://storyset.com/online>

Longitudinal System Analysis (LSA) Timeline Review



2026 HIC & Sheltered PIT Preparations

The HMIS Team will be sending out files to Agency DropBox folders for review in preparation for the 2026 HIC & PIT. Please address any corrections required.

For any corrections around funding please submit a [Request to Add Funding to Existing Project Form](#).

For corrections on bed inventory please submit the [Request to Update Bed Inventory Form](#)

All corrections are to be submitted by 12/19. The HMIS Team will use the available data to prepare the 2026 HIC forms.



Graphic by: <https://storyset.com/online>

2026 HIC & Sheltered PIT Preparations Cont.

Steps to help before we send out files:

- Run the [Agency Set Up Dashboard](#) to review for accuracy
- Ensure that enrollments and exits are completed
- Submit any [new project set ups](#)
- Request to [close projects](#) that are no longer active

Please complete the following on or before **December 19th, 2025**. We greatly appreciate your support on this!



Graphic by: <https://storyset.com/online>

Troubleshooting HMIS Login

oc.clarityhs.com/login

Live Site

Gray

If you are experiencing problems logging in, please refer to the Troubleshooting Logging into HMIS knowledge base article. If you continue to experience issues, contact your Agency Administrator.

When logging into Clarity, please carefully enter your user name and password so all characters are entered correctly. User accounts will be automatically locked if an incorrect password is entered 4 times.

**Provides
Log In
Tips**

octrain.clarityhs.com/login

Training
Site

Dark
Blue

Please note that this is a training database, and only fictitious information should be entered.

**Mentions
Training**

Troubleshooting HMIS Login Cont.

Additional Tips

- For agencies that use Clarity in multiple CoCs (LA County), these site will look very similar. Please check the url to ensure it contains “OC”.
- When resetting your password, the link is only valid for 60 minutes.
- Check SPAM folder if you can't find the reset email. May need to check with IT about any SPAM filters.
- Agency Admins can run Agency Active User Report to see if a user account was disabled due to inactivity. ****Please remember that the system automatically disables user accounts after a 60 day period of inactivity****

For more tips please see our [Troubleshooting Logging Into HMIS KB](#).

Enrollment and Exit Date Review

Agency Administrators and Users can run the [LSA Data Cleanup: Project Descriptor Data Issues Report](#) to review client enrollment start and end dates that may conflict with project operation dates.

The project operating start date should match the earliest enrollment date and when the project is deactivated, the operating end date should match the oldest exit date.

- No client's enrollment start date may be prior to the program's operating start date.
- No client's exit date may be after the program's operating end date (for inactive projects).



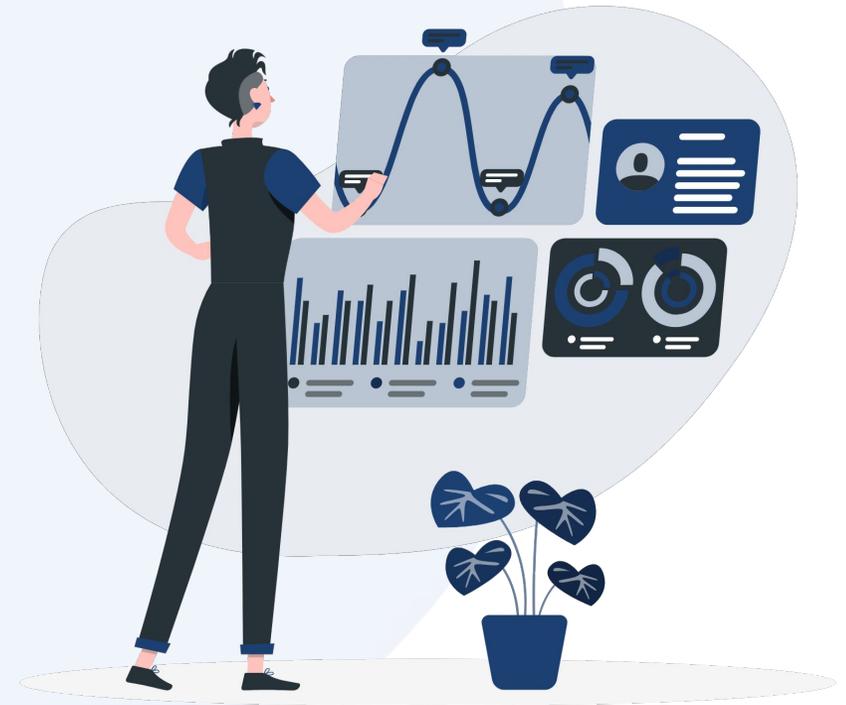
Graphic by: <https://storyset.com/online>

Enrollment and Exit Date Review

If the client's confirmed start or exit date occurs outside of the operating start or exit date for the program, then the user should:

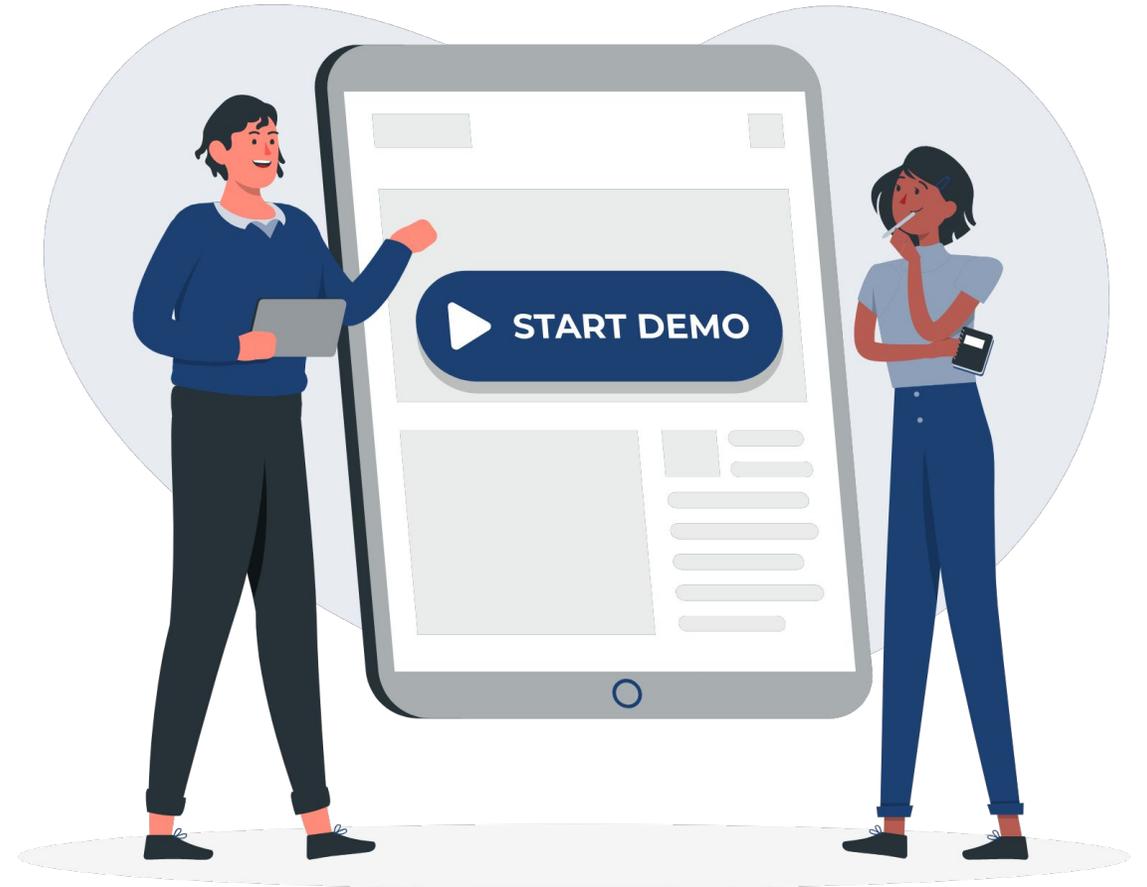
- Review the enrollment dates for accuracy and make corrections if needed; if the dates are correct then...
- Review the operating period of the project and determine if adjustments are needed - **if yes, AA submits a ticket.**
- If the enrollment dates and operating period of the project are correct, ensure the client is enrolled in the correct project - **if yes, AA submits a ticket.**

Please review the [HMIS Data Standards Manual](#) for additional Enrollment and Exit field guidance.



Graphic by: <https://storyset.com/online>

LSA Data Cleanup: Project Descriptor Data Issues Dashboard Demo



Graphic by: <https://storyset.com/online>

Updates to FY2026 HMIS Data Standards

Enrollment screens

The VA has now issued new guidance and [V10 Mental Health Consultation](#) is no longer a required field.

Project Type Applicability: VA SSVF Funded Programs

Data Collected About: Veterans

Data Quality: Not Required

Screens in HMIS: Program Enrollment

- Data Element: V10 Mental Health Consultation
 - Mental health consultation completed
 - Mental health consultation being coordinated/arranged with VA provider
 - Mental health consultation being coordinated/arranged with other provider
 - Offer declined

ADDITIONAL INFORMATION	
VAMC Station Number	(600) Long Beach, CA
Connection with SOAR	Select
Household Income as Percent of AMI	Select
Last Grade Completed	Select
Employed	Select
Mental Health Consultation	Select
Sex	

Select

Mental health consultation completed

Mental health consultation being coordinated/arranged with VA provider

Mental health consultation being coordinated/arranged with other provider

Offer declined

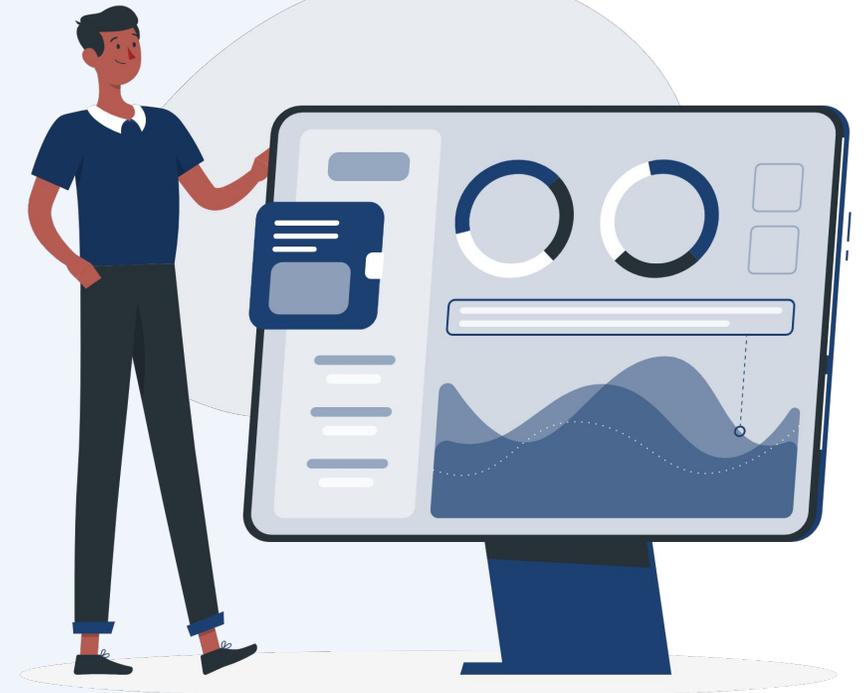
Project Performance Report (PPR)

The Rapid Re-Housing (RRH) PPR will be published in the upcoming weeks.

Current and past PPRs can be found on the [Orange County HMIS](#) website, by navigating to: Reports > [Project Performance Reports](#)

Corrections for the Emergency Shelter (ES) PPR draft data will be uploaded into DropBox this week.

The [Project Performance Overview](#) is a helpful document that provides important information regarding the PPRs including the thresholds for each goal and our publishing schedule.



Graphic by: <https://storyset.com/online>

Training and Resources

HUD Exchange Resources:

- [2026 HMIS Data Standards](#)
- [FY 2026 Interactive HMIS Data Standards Tool](#)
- [HMIS Data Collection Requirements for Transition to FY 2026 HMIS Data Standards](#)

Community Resources:

Helpful Coordinated Entry Resources may be found on the Office of Care Coordination's [OC CES Academy website](#).



Graphic by: <https://storyset.com/online>

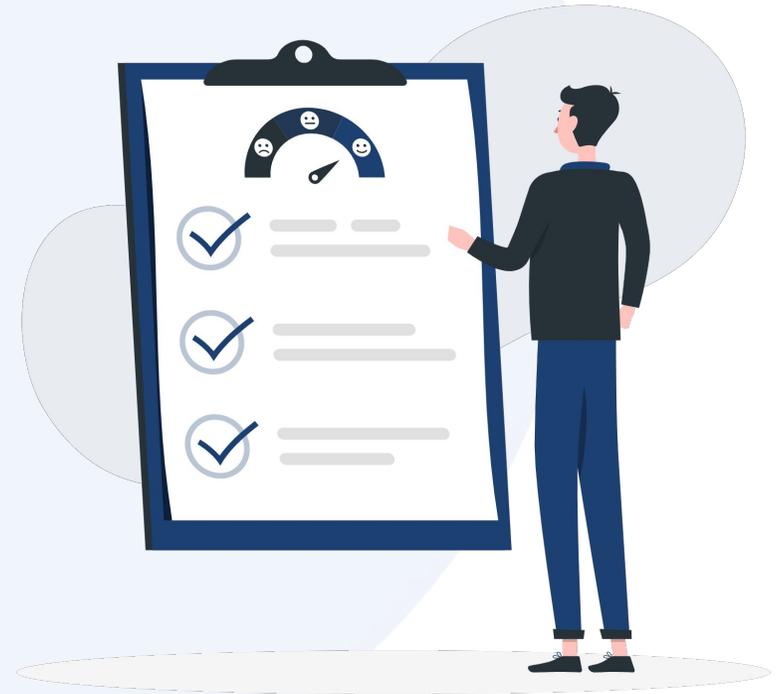
HMIS User Meeting Survey

Our HMIS Team invites users to complete the HMIS User Meeting Survey. The feedback from the survey is used for topics at our monthly user meetings.

We'd greatly appreciate any topics or ideas you're interested in reviewing in the upcoming monthly meetings.

Thank you!

Survey: <https://forms.gle/basjHuXVuxd9Xuue9>



Holidays

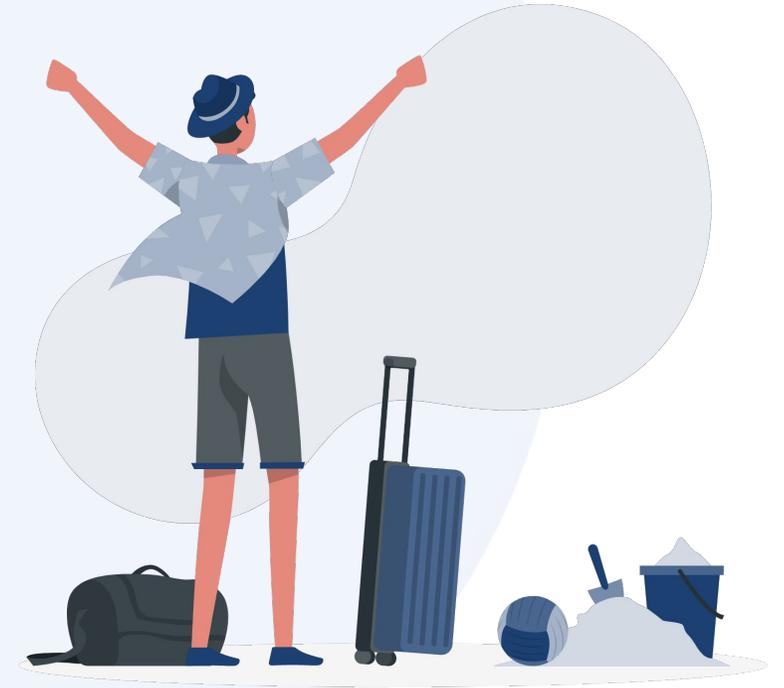
The HMIS Team will be out of the office on the upcoming holidays:

Wednesday, December 24th to Friday, December 26th in observance of the **Christmas holiday**.

We will be back in office **Monday, Dec 28th**, to assist you.

For the **New Years Holiday**, our office will close at 12:00pm on **December 31st** and we will be out of the office **January 1st and January 2nd**.

We will be back in office **Monday, January 5th**, to assist you.



Q&A

Reminder: Please enter your agency name in the chat box for attendance

Meeting materials and recording will be available on the [OC HMIS website](#)



**Thank you
Have a great day!**

Next User Meeting: January 7th





Orange County
UNITED WAY