

A photograph of the Alameda County skyline, including the Alameda County Courthouse and various high-rise buildings, reflected in a body of water. The text "Alameda County HIMIS News" and "July 2023" is overlaid on the image in white.

## Alameda County HIMIS News July 2023

### **Welcome to the July Alameda County ACHMIS newsletter!**

Our goal is to enhance communication and provide valuable resources for our community and amazing direct service staff. This newsletter will keep you and your agencies up-to-date with important announcements, policy and procedure updates, upcoming events, and helpful tips and tricks for your workflow needs.

#### **In this month's edition, we will cover the following topics:**

- HUD Data Standards Rollout
- Joining the Office of Homeless Care and Coordination
- Data Quality
- Running the {HUDX-227} APR
- De-Identifying Clients within HMIS
- Upcoming Events, including Alameda County QA Sessions

We're dedicated to providing the support you need in fostering a strong community. For more updates and resources, please check our website [here](#). Thank you for your dedication, and we look forward to a successful month ahead!



## News

### HUD Data Standards Rollout

#### Exciting News: HMIS Data Standards Update for Enhanced Data Collection!

We are delighted to share some wonderful news with you all! The U.S. Department of Housing and Urban Development (HUD), the U.S. Department of Health and Human Services (HHS), and the U.S. Department of Veterans Affairs (VA) have collaborated to establish new **HMIS data standards** for 2024. These standards ensure standardized data collection on individuals and families experiencing homelessness nationwide.

#### Important Dates to Remember:

The current **FY 2022 data standards** have been effective since October 1, 2021, and will continue until September 30, 2023. **Mark your calendars because on October 1, 2023, the new FY 2024 HMIS Data Standards will be in action, bringing exciting changes to data collection and reporting within HMIS.**

[Continue reading](#)



## Announcements

### Joining the Office of Homeless Care and Coordination

We are thrilled to announce that starting August 6th, we will be transitioning to work under the Office of Homeless Care and Coordination (OHCC). This

move marks a significant step forward for us as we partner with OHCC to build a robust, integrated system for housing and homelessness services.

**OHCC is dedicated to** improving health and housing outcomes among individuals experiencing homelessness, working closely with County agencies, departments, cities, community-based organizations, and other partners.

**You can learn more about OHCC and its impactful work** by visiting their [website](#). If you have any questions about this transition, please don't hesitate to reach out to us at [hmissupport@achmis.org](mailto:hmissupport@achmis.org). We are genuinely excited about the opportunities ahead and the positive impact we can create together through OHCC.

**Thank you** for being part of this exciting journey with us as we strive to provide enhanced care and support to individuals experiencing homelessness. Your continued support makes all the difference in our mission to serve the community. Stay tuned for more updates as we embark on this new chapter together!



## Homelessness Solutions in Alameda County



### News

## Data Quality Matters!

We talk about data quality frequently because it is the most essential, and often the most difficult part of managing client data. The reality is that the time, energy, and resources we invest in collecting, entering, and reporting client data would be of little use if the data were not complete, up-to-date, accurate and

consistent. While we recognize that clients may not want to share some or all of the data that we are required to collect, we can strive to present the HMIS system and the data collection process in an accurate way that facilitates client confidence. When clients provide information about themselves, it is essential that we make sure it is recorded completely and accurately.

### Key Components of Data Quality:

One way to view data quality is to break it up into the following key components:

Name*	DOB*	SSN*
Race	Ethnicity	Gender
Veteran Status	Disabling Condition	Living Situation
Prior Living Situation	Program Entry Date	Program Exit Date
Destination	Relationship to Head of Household	

- **Completeness:** This element indicates that the data be as close to 100% complete as possible, without partial or missing data (e.g. partial date of birth). The HMIS guidelines state that data is to be 95% complete for all **universal data elements** shown on this table.
- **Timeliness:** If data is not entered into HMIS shortly after it is known, then there is likely an increase in the potential for inaccuracies or errors in the data once it is in HMIS. The timeliness standards for our HMIS system are included below.
- **Accuracy:** This element is evident when the data in HMIS reflects the actual characteristics and experiences of clients. Inaccurate data significantly limits the ability of HMIS to serve as a tool in the community's efforts to reduce homelessness.
- **Consistency:** This means the degree to which the data is collected and stored in a uniform manner, across all users of the HMIS.

## Managing Data Quality:

To improve your data quality and the data quality of your program and agency, review your data regularly - at least once per month. These reports will help you monitor data quality:

- [\[DQXX-103\] Monthly Staff Report](#)
- [\[GNRL-220\] Program Details Report](#)- includes all data that has been entered on Entry, Exit, Status/Annual Update screens
- [\[HUDX-225\] HMIS Data Quality Report](#)



## Report Spotlight

### Running the {HUDX-227} APR

#### [HUDX-227] Annual Performance Report [FY 2023]

The Annual Performance Report (APR) provides a comprehensive view of client data and program outcomes. Although some programs have funding that requires completion of the APR (most often direct and indirect HUD grantees), even if you are not required to submit an APR, it can still be a helpful tool to answer program evaluation and improvement questions such as:

- Who have we served, and for how long?
- What has changed for the people we served?
- What data are we missing?

#### The APR contains over 60 data elements displayed on 20+ pages:

- Overall counts from latest project stay during report period
- Specific data about Chronic Homelessness and Fleeing DV
- Specific data about Stayers and Leavers

Data quality/missing data information, similar to sections of [{HUDX-225} HMIS Data Quality Report](#).

Continue reading



## How-to

### De-Identifying Clients within HMIS

De-identifying within the Homeless Management Information System (HMIS) involves safeguarding individuals' privacy by removing identifiable information from their data. This includes personal details like names, birth dates, and social security numbers.

The purpose is to ensure that individuals' identities remain protected and anonymous in the system. HMIS serves people experiencing homelessness, and it's essential to respect their privacy and confidentiality. By following the de-identification process, HMIS can still gather valuable data for research and statistics without revealing specific individuals' identities.

If one person in a household declines consent for data entry, the same protective measures are applied to all household members. Moreover, individuals who may be in vulnerable situations, like those escaping domestic violence or minors without parental consent, have their information de-identified to prevent any accidental disclosure of their identity. This practice ensures trust, data security, and ethical treatment of those in need of assistance within HMIS. Please refer to the de-identifying document [here](#) to learn more about the de-identification.

CLIENT PROFILE	
Social Security Number	0001-XX-XXXX E)
Quality of SSN	Client refused
Last Name	Refused
First Name	TCDF0367
Quality of Name	Client refused
Quality of DOB	Approximate or partial DOB reported
Date of Birth	01/01/1983 <small>Adult Age: 40</small>
Middle Name	Suffix: None
Alias	
Gender	Female
Sexual Orientation	Heterosexual
Race	White
Ethnicity	Non-Hispanic/Non-Latin(a)(o)(x)
Veteran Status	No
What is City, State of last permanent housing?	Select
What is City, State of high school last attended?	Select
What is City, State of family residence when born?	Global
ATTENTION: CLIENT CONTACT & ADDRESS INFORMATION HAS MOVED TO THE CONTACT & LOCATION TABS.	
Notes	<input type="text"/>
<input type="button" value="SAVE CHANGES"/> <input type="button" value="CANCEL"/>	



## Upcoming Events

Check out the [Events page](#) on the Alameda County HMIS Website.

Stay tuned for exciting updates on trainings, meetings, and data standards rollouts that will be added to the calendar in the coming months. Keep an eye on the calendar to ensure you don't miss out on any valuable opportunities!

### Alameda HMIS Q&A

2nd Tuesday at 10 a.m. (Starting August 8)

Register | [HERE](#)

Join our Clarity HMIS [Q&A Sessions](#) for ongoing support and answers to your questions! These sessions offer demos, solutions to challenges, and discussions with other users. Every second Tuesday of the month, connect via Zoom from

your office to get assistance with reports and any other inquiries. Drop in, ask your questions, and stay for valuable insights. We look forward to seeing you there!



## News

### We Want to Hear from You!

Bitfocus is committed to creating a cohesive product range that meets the diverse needs of customers. Understanding users' needs and challenges helps us make implementation decisions that benefit everyone. We value your input and encourage you to suggest improvements and new features at [ideas.bitfocus.com](https://ideas.bitfocus.com).

We promptly evaluate all submissions within ten business days. Your feedback is crucial to us, and we look forward to collaborating with you for ongoing improvement.

**Questions? Your HMIS Administrator is happy to help.**

**Phone: 408.426.5046**

**Email: [alameda-admin@bitfocus.com](mailto:alameda-admin@bitfocus.com)**







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