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San Francisco ONE System News, April 2022

Welcome to the April 2022 edition of the ONE System newsletter.

In this edition you'll find the following:

- Housing Move-In Dates
- Updating Households and Family Composition
- Visit the Support Site
- New Features in the ONE System
- Reports Spotlight: Community Queue Reports
- Upcoming Events

How-to

Housing Move-in Dates

All types of permanent housing programs that enter data into ONE are required to enter the exact move-in date that a household moves into housing (which may or may not be different from the project start date). The types of projects required to enter the move-in date include Permanent Supportive Housing (PSH), Rapid Re-Housing (RRH), and any other type of facility-based, scattered site, and/or voucher-related Permanent Housing (PH).

Continue reading

Updating Household and Family Composition

New baby, new partner, families merging: there are lots of reasons you might need to add a new household member to a family/group enrollment in your ONE System program. There are few steps to adding a new member to a group enrollment - check them out!

Continue reading

Visit the Support Site

If you haven't already visited, remember to visit the **ONE System support site**! There is a treasure trove of resources for you to explore and get connected to.

- **Can't find a newsletter and want to re-read it?** We have a library of past newsletters for you to peruse.
- **Missed an Agency Leads meeting?** We have a cache of previous meeting content for you to catch up on.
- **Missed a training or want to review the materials covered in a training?** We have recordings, slides and documentation for you to review.
- **Need to live chat with our Help Desk?** There's a widget on the site to connect with them directly.

Enjoy all of these resources and much more. Visit **onesf.bitfocus.com** today to

start exploring.

News

New Features in the ONE System

We're excited to announce new feature updates in the ONE System that went live on **April 18**. Key features include: new label and message showing if a household member is already enrolled, new "other - specify" field for specific program types, updated "aging into adulthood banner", and updates to reports in the Report Library.

Check out the details.

Report Spotlight

Community Queue Reports

Looking to check on the demographics, days on the Community Queue, income information and other key details for clients in the Community Queue? We've identified a couple resources to do just that.

Continue reading

Upcoming Events

General Office Hours: May 24, 2 - 3 p.m.

Join us here - **https://bitfocus.zoom.us/j/97952799994**

Questions? Your ONE System Administrator is happy to help.

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