



## Santa Clara HMIS News

October 2022

Welcome to the Santa Clara HMIS October 2022 newsletter!

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## Announcements

**2022 Federal Reports: LSA and System Performance Measures are Underway!**

## The Deadline for Data Quality Clean-up Efforts was 10/21/2022.

The 2022 federal reporting season is approaching! Prep for The Longitudinal Systems Analysis (LSA) and System Performance Measures (SPM) CoC reports has begun!

HUD's [Longitudinal Systems Analysis \(LSA\)](#) is a report submitted to HUD annually that includes a complex analysis across key projects participating in the Continuum of Care (CoC) Homelessness Management Information System (HMIS). The LSA replaced the Annual Homeless Assessment Report's (AHAR) data component in the 2018 reporting year.

HUD's [System Performance Measures \(SPM\)](#) focus on evaluating local homeless responses as a coordinated system of homeless assistance options. This data is reported to HUD annually and includes key indicators of a high-performing system including length of time homeless, exits to permanent housing, returns to homelessness, and more.

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## Report Spotlight

### Report Spotlight: [\[GNRL-106\] Program Roster](#)

When you want to review enrollments in your programs, [\[GNRL-106\] Program Roster](#) is the best place to start. This report lists all clients enrolled in your program, as well as key information about the enrollments that can help you manage your program data. You can run this report for currently active clients, for clients active during a specific timeframe, for only new enrollments during a time frame, or for clients who were enrolled in the past but have exited your program.

Program Roster Report								Sarah Agency			
								Active within [11/01/2016 - 11/17/2017]			
Client	Unique Identifier	Birth Date	Age At Entry	Current Age	Enroll Date	Exit Date	LOS	Assessments	Services	Assigned Staff	
<b>Program: CE Project</b>											
Forest, Joey	56822748F	11/24/2007	9	9	09/07/2017	-	71	0	0	S. Holmes	
Forest, Sally	A83B1300C	04/15/1979	38	38	09/07/2017	-	71	0	0	S. Holmes	
Pizza, Pepperoni	067809804	01/01/1901	116	116	11/07/2017	11/09/2017	2	0	0	D. Robadey	
Pizza, Cheese	064A8F18B	01/01/1990	27	27	11/13/2017	-	4	0	0	D. Robadey	
Pizza, Chicago	8A5FC4B1A	01/01/1980	37	37	11/14/2017	-	3	0	0	D. Robadey	
Pizza, Supreme	697316D62	01/01/1930	87	87	11/14/2017	-	3	0	0	D. Robadey	
<b>Program: Emergency Shelter</b>											
Flowers, Spring	05F8A787A	01/02/1972	45	45	05/19/2017	06/01/2017	13	0	2	S. Holmes	
Ball, Lucille	78F03C002	02/15/1945	72	72	05/09/2017	05/09/2017	0	0	0	S. Holmes	
Riardo, Ricky	00A1A9196	08/07/1836	81	82	05/17/2017	05/17/2017	0	0	0	S. Holmes	
Jett, Joan	0E3CEB34D	12/25/1952	64	64	05/01/2017	05/01/2017	0	0	0	S. Holmes	
Estrest, Lady	A4E0D8486	01/01/1977	40	40	06/13/2017	06/13/2017	0	0	0	S. Holmes	
Smith, Jerry	312B780CC	01/01/1980	37	37	07/18/2017	07/18/2017	0	0	0	S. Dougherty	
Checkin, Client	5167257AE	01/01/1998	19	19	08/16/2017	08/18/2017	2	0	1	S. Holmes	
Benster, Pat	5CAB8E679	09/09/1972	44	45	08/16/2017	08/22/2017	6	0	0	S. Holmes	
Child, Joans	DC2400271	09/15/2007	9	10	08/16/2017	08/22/2017	6	0	0	S. Holmes	
Jett, Joan	0E3CEB34D	12/25/1952	64	64	08/16/2017	08/22/2017	6	0	0	S. Holmes	
Riardo, Ricky Jr.	24BC04E4	05/01/2005	12	12	08/14/2017	08/15/2017	1	0	0	S. Holmes	
Ball, Lucille	78F03C002	02/15/1945	72	72	10/06/2017	10/06/2017	0	0	0	S. Holmes	
Refused, 16CS0661B	16CS0661B	01/01/1999	18	18	10/04/2017	10/04/2017	0	0	0	S. Holmes	
Chavez, Jimmy	7B6A1AE45	09/08/2013	4	4	10/24/2017	10/25/2017	1	0	1	S. Dougherty	
Chavez, Katie	B98D171D8	04/09/1989	28	28	10/24/2017	10/25/2017	1	0	1	S. Dougherty	
Pizza, Pepperoni	067809804	01/01/1901	116	116	11/07/2017	11/09/2017	2	0	0	D. Robadey	
Pizza, Veggie	1DDFBE055	01/01/1978	38	39	07/01/2016	-	504	0	0	D. Robadey	
Pizza, Btq	210EC4BBF	01/01/1968	49	49	06/01/2017	-	169	0	0	D. Robadey	

Get the details.



News

## Coordinated Entry Events are Changing

Coordinated Entry (CE) Events are designated in Clarity Human Services as either “manual” or “inferred”:

- Manual events are recorded by the user in the client enrollment record.
- Inferred events are recorded automatically by the system through referrals based on criteria such as project type or funding source.
- Not all Agencies will be impacted by these changes; agencies who will see this change are: *LifeMoves, HomeFirst, Goodwill, and the Community Hotline*
- Optional training on this data entry change will be available during our Clarity Office Hours. If your agency is impacted then you will receive a separate email with information on joining the training. It is not

mandatory, however, agency leads should determine which staff might benefit from the supplementary training.

- This topic was discussed [at our October Agency Admin. Meeting.](#)

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## Updates

### VI-SPDAT Forms Posted

Santa Clara County's VI-SPDAT forms are expected to be updated on October 17th. We are thrilled to share that the new Interim VI-SPDAT forms are live in HMIS and [posted on our website!](#) Thank you to all of the agencies who prioritized this update. Less than 10% of assessors lost their access to the VI-SPDAT in this training phase!

As of Monday, October 17th, [the new VI-SPDAT forms are posted](#) on our website and live in HMIS. Please make sure you review these changes with your paper assessors who may not be on HMIS. In addition, you should locate and recycle your old forms.

Did you or your staff lose access to assessments because you didn't take the training by October 13th? Please [complete the training here](#) and email [our HelpDesk here](#) with your completion certificate and they will get your access restored. All future Live VI-SPDAT training will include this content so new hires in the process of on-boarding will not need to do this training.

<b>New Forms (Updated October 2022)</b>	<b>New Forms (Updated October 2022): Translated Forms:</b>
<ol style="list-style-type: none"> <li>1. <a href="#">Single</a></li> <li>2. <a href="#">TAY</a></li> <li>3. <a href="#">Family</a></li> </ol>	<ol style="list-style-type: none"> <li>4. <a href="#">Vietnamese</a></li> <li>5. <a href="#">Spanish</a></li> <li>6. <a href="#">Chinese (delayed)</a></li> </ol>

*\*Please note, if you are a Victim Service Provider please continue using your current process. Additional messaging will be sent directly to your agencies within the next week.*

Thank you so much for working with us to make these interim changes a reality!



## How-to

### SCC HMIS Compliance Certification Checklist – Missed the Deadline?

#### SCC HMIS Compliance Certification Checklist

This is a gentle reminder to inform you that the SCC HMIS Compliance Certification Checklist was **DUE October 31, 2022, by EOB.**

#### Missed the Deadline?

1. You should have received a list of End Users that were added during the third quarter – this spans July through September.
2. Only submit the certification for the End Users provided on your list - no need to send the Self Certifications. Send the list as soon as possible.
3. If the list is not received, End Users at your agency will lose HMIS access until the checklist is received.
4. **IF you do not receive a notification list of new End Users at your agency, you are good to go, and no submission is necessary. Please reach out if you believe otherwise.**

5. Questions? Contact your Sys. Admin Team at [scc-admin@bitfocus.com](mailto:scc-admin@bitfocus.com).



## News

### NHSDC Client Portal - Living Experience

**Wednesday, October 26th**

Technology Solutions: Leading with Lived Experience NHSDC Plenary

9:00-10:15 a.m.

[Register Here](#)

#### Description

Santa Clara County's Customer Portal Pilot Program provided opportunities for individuals with lived experience of homelessness to inform and test new technology designed to expand client access and choice. The program included leaders from the Lived Experience Advisory Board working in collaboration with Destination: Home, County of Santa Clara, and Bitfocus to pilot the Customer Portal. The Customer Portal is a new tool that provides clients access to components of their HMIS record. It includes a suite of features to empower clients with increased choice and personal agency in their journey to permanent housing. Centering Lived Experience in the collaborative approach to technology advancements is leading to a shift in power within Santa Clara County and provides a model for other communities to follow.

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## Upcoming Events

## Meetings and events with you in mind

- HMIS Agency Administrator Meeting
- Service Providers Network Meeting
- Performance Management Work Group (PMWG)
- SCC TA Office Hours
- Rapid Rehousing and Employment Initiatives Meeting

Check out the meeting details.



## Training

### Training Opportunities

#### SCC Clarity Office Hours

When: Thursday, November 10th and 24th

Time: 10-11:30 a.m.

Where: [Zoom](#)

#### SCC Looker Office Hours

When: Thursday, November 14th and 28th

Time: 1-2 p.m.

Where: [Zoom](#)



## News

### Bitfocus is Hiring!

Check out great career opportunities [here](#) as Bitfocus seeks to expand its reach!

**We're Hiring!**

Questions? Your HMIS Administrator  
is happy to help.

Phone: 408.596.5866 Ext. 2  
Email: [sccsupport@bitfocus.com](mailto:sccsupport@bitfocus.com)



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