

The [HUDX-225] HMIS Data Quality Report is a HUD report that reviews data quality across a number of HMIS data elements. For this reference tool, we have adapted and summarized the guidance provided in the [HMIS Reporting Terminology Glossary](#), which includes the report programming specifications; where necessary, we have included key definitions from the [HMIS Data Dictionary](#). For questions regarding this reference tool and the HUD Data Quality report, contact the Bitfocus Helpdesk.

Tables:

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Key definitions:

- **Missing Data:** Missing data is defined to mean data where the answer is “data not collected”, is null or blank, or where the entire form or table record on which that field resides is completely absent.
- **Latest Project Stay Only:** This report should use each relevant client’s latest project stay (i.e., latest program enrollment).

Report Section: Header

HMIS Data Quality
Report [FY 2020]

Seattle/King County CoC: Agency Name
Report period 01/01/2019 - 03/31/2019



Q1. Report Validation Table	
Program Applicability: All Projects	
Total number of persons served	447
Number of adults (age 18 or over)	447
Number of children (under age 18)	0
Number of persons with unknown age	0
Number of leavers	137
Number of adult leavers	137
Number of adult and head of household leavers	137
Number of stayers	310
Number of adult stayers	310
Number of veterans	89
Number of chronically homeless persons	192
Number of youth under age 25	0
Number of parenting youth under age 25 with children	0
Number of adult heads of household	447
Number of child and unknown-age heads of household	0
Heads of households and adult stayers in the project 365 days or more	86

Report Field: Date Range

Description: These are the dates selected by the user in the report menu. If the program enrollment ends on a date during or after the reporting period, the report will include that client record.

For example, if the report is run for the first quarter of 2019 (Jan 1 through Mar 31), and Client A has a program an exit date of Jan 2, the client will still be considered “active” for the reporting period and counted in this report. If Client 2 has an exit date of April 1, then Client B is also considered “active” during the reporting period.

Report Section: Q1 Report Validation Table

The **Q1 Report Validation** table provides the total unduplicated counts for clients in each category. These counts are used later in the report for calculating error rates (fields numbered 1-16 below).

HMIS Data Quality Report [FY 2020]		Seattle/King County CoC: Agency Name			
		Report period 01/01/2019 - 03/31/2019			
Q1. Report Validation Table					
Program Applicability: All Projects					
Total number of persons served					447
Number of adults (age 18 or over)					447
Number of children (under age 18)					0
Number of persons with unknown age					0
Number of leavers					137
Number of adult leavers					137
Number of adult and head of household leavers					137
Number of stayers					310
Number of adult stayers					310
Number of veterans					89
Number of chronically homeless persons					192
Number of youth under age 25					0
Number of parenting youth under age 25 with children					0
Number of adult heads of household					447
Number of child and unknown-age heads of household					0
Heads of households and adult stayers in the project 365 days or more					86
Q2. Personally Identifiable Information (PII)					
Program Applicability: All Projects					
Data Element	Client Doesn't Know/Refused	Information Missing	Data Issues	Total	% of Error Rate
Name (3.1)	13	0	6	19	4.25%
Social Security Number (3.2)	19	1	129	149	33.33%
Date of Birth (3.3)	0	0	22	22	4.92%
Race (3.4)	10	0	0	10	2.24%
Ethnicity (3.5)	0	0	0	0	0.00%
Gender (3.6)	0	0	0	0	0.00%
Overall Score	0	0	0	155	34.68%

Report Field

Description

1. Total number of persons served	Count of people (all members of each household) with an active project enrollment during report period.
2. Number of adults (age 18 or over)	Count of every person 18+ years old with an active enrollment during report period.
3. Number of children (under age 18)	Count of every under 18 years old with an active enrollment during report period.

4. Number of persons with unknown age	Count of every person with missing DOB, incorrect DOB data quality field selection, or other incorrect DOB data that causes the system to be unable to calculate client age.
Report Section: Q1 Report Validation Table (cont.)	
5. Number of leavers	Count of every person who exited the project and are no longer enrolled as of last day of reporting period.
6. Number of adult leavers	Count of every person 18+ years old who exited the project and are no longer enrolled as of last day of reporting period.
7. Number of adult and head of household leavers	Count of all adults and Heads of Households (HoH) who exited the project and are no longer enrolled as of last day of reporting period.
8. Number of stayers	Count of every person who was active in the project on last day of report date range. A stayer's exit date is either blank or is dated after the report end date.
9. Number of adult stayers	Count of every person 18+ years old who was active in the project on last day of report date range
10. Number of veterans	Count of people served during reporting period where Veteran Status = Yes
11. Number of chronically homeless persons	Count of adults and head of households who meet the definition of chronic homeless based on combination of [Disabling Condition] field and fields in the Living Situation section of program enrollment screens in HMIS that indicate either more than one year of homelessness or more than four periods of homelessness in the past three years.
12. Number of youth under age 25	Count of people age 12-24 years old active during report range where no other household member is above 24 years old
13. Number of Parenting Youth Under Age 25 with Children	Count of youth (defined above) with household members under age 18 who are designated as HoH's child
14. Number of Adult Heads of Household	Count of HoH's who are 18+ years old
15. Number of child and unknown-age heads of household	Count of HoH's who are under 18 years old or whose age is unknown

16. Heads of households and adult stayers in the project more than 365 days	Count of HoH and people over 18 years old with enrollment start date over a year ago (365 days).
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Report Section: Q2 Personally Identifiable Information (PII)

The **Q2 Person Personally Identifiable Information** table shows counts of records where the named field contains “Client doesn't know” or “Client refused,” where data is [missing](#), or where data does not comply with specific rules. Although records can meet criteria allowing them to be counted in more than one column, they are only counted in the the column for the first match.

The % of Error Rate is calculated using the **total number of persons served** as the denominator (field 1 from Q1 Report Validation Table above). For example, in the screenshot, the Total of errors on the [Name] field errors is 19 (0 + 6 + 19). The total number of persons served equals 447. $19/447 = 4.25\%$ error rate.

Numbers in parentheses after each element (i.e. Name **(3.1)**) correspond to HUD data standard elements.

HMIS Data Quality Report [FY 2020] **Seattle/King County CoC: Agency Name**
Report period 01/01/2019 - 03/31/2019

Q1. Report Validation Table	
Program Applicability: All Projects	
Total number of persons served	447
Number of adults (age 18 or over)	447
Number of children (under age 18)	0
Number of persons with unknown age	0
Number of leavers	137
Number of adult leavers	137
Number of adult and head of household leavers	137
Number of stayers	310
Number of adult stayers	310
Number of veterans	89
Number of chronically homeless persons	192
Number of youth under age 25	0
Number of parenting youth under age 25 with children	0
Number of adult heads of household	447
Number of child and unknown-age heads of household	0
Heads of households and adult stayers in the project 365 days or more	86

Q2. Personally Identifiable Information (PII)					
Program Applicability: All Projects					
Data Element	Client Doesn't Know/Refused	Information Missing	Data Issues	Total	% of Error Rate
Name (3.1)	13	0	6	19	4.25%
Social Security Number (3.2)	19	1	129	149	33.33%
Date of Birth (3.3)	0	0	22	22	4.92%
Race (3.4)	10	0	0	10	2.24%
Ethnicity (3.5)	0	0	0	0	0.00%
Gender (3.6)	0	0	0	0	0.00%
Overall Score	0	0	0	155	34.88%

Report Section: Q2 Personally Identifiable Information (PII) (cont.)					
Report Fields:	Client Doesn't Know / Refused	Information Missing	Data Issues	Total	% of Error Rate
Name	[Quality of Name] field contains "Client doesn't know" or "Client refused."	[First Name] or [Last Name] is missing .	[Quality of Name] field contains "Partial, street name, or code name"	Sum of Name ClientDK/Refused, Not Collected and Data Issues	% of error rate = Total Name errors / total people served.
Social Security Number (SSN)	[Quality of SSN] field contains "Client doesn't know" or "Client refused."	[Social Security Number] is missing .	[Quality of SSN] field contains "Approximate or partial SSN reported" or the SSN violates Social Security Administration rules for a valid SSN: <ul style="list-style-type: none"> • Contains a non-numeric character • Is not 9 digits long • First three digits are "000," "666," or in the 900 series • The second group / 5th and 6th digits are "00" • The third group / last four digits are "0000" • SSN has repetitive (e.g. "333333333") or sequential (e.g. "345678901" "987654321") numbers for all 9 digits 	Sum of SSN ClientDK/Refused, Not Collected and Data Issues	% of error rate = Total SSN errors / total people served.
Date of Birth (DOB)	[Quality of DOB] field contains "Client doesn't know" or "Client refused."	[Date of Birth] is missing .	[Quality of DOB] field contains "Approximate or partial DOB reported" or where DOB is: <ul style="list-style-type: none"> • Prior to 1/1/1915 • After the date the client record was created • Equal to or after the project entry date 	Sum of DOB ClientDK/Refused, Not Collected and Data Issues	% of error rate = Total DOB errors / total people served.
Race	[Race] field contains "Client doesn't know" or "Client refused," even if a specific race is also selected.	[Race] is missing .	None	Sum of Race ClientDK/Refused, Not Collected and Data Issues	% of error rate = Total Race errors / total people served.
Ethnicity	[Ethnicity] field contains "Client doesn't know" or "Client refused."	[Ethnicity] is missing .	None	Sum of Ethnicity ClientDK/Refused, Not Collected and Data Issues	% of error rate = Total Ethnicity errors / total people served.

Gender	[Gender] field contains "Client doesn't know" or "Client refused."	[Gender] is missing .	None	Sum of Gender ClientDK/Refused, Not Collected and Data Issues	% of error rate = Total Gender errors / total people served.
Overall Score	Overall error rate % = the unique count of clients with PII errors / total people served. Each client is counted only once, even if there are multiple data quality issues in multiple fields in this table.				

Report Section: Q3 Universal Data Elements

The **Q3 Universal Data Elements** table shows counts of records where the named field contains “Client doesn't know” or “Client refused,” where data is [missing](#), or where data does not comply with specific rules. Unlike the Q2 table, the error counts in the Q3 table are not separated by type and are combined into one count.

The % of Error Rates are calculated using the following fields from the Q1 Report Validation Table as the denominators, depending on the error count:

- Number of Adults (Veteran Status)
- Total Number of Persons Served (Project Entry Date, Relationship to Head of Household, Disabling Condition)
- Number of Adult HoH + Number of Child and Unknown Age HoH (Client Location)

Numbers in parentheses after each element (i.e. Veteran Status (**3.7**)) correspond to HUD data standard elements.

HMIS Data Quality Report
[FY 2020]

Seattle/King County CoC: Agency Name
Report period 01/01/2019 - 03/31/2019

Q3. Universal Data Elements

Program Applicability: All Projects

Data Element	Error Count	% of Error Rate
Veteran Status (3.7)	1	0.22%
Project Start Date (3.10)	0	0.00%
Relationship to Head of Household (3.15)	0	0.00%
Client Location (3.16)	0	0.00%
Disabling Condition (3.8)	20	4.47%

Q4. Income and Housing Data Quality

Program Applicability: All Projects

Data Element	Error Count	% of Error Rate
Destination (3.12)	111	81.02%
Income and Sources (4.2) at Start	8	1.79%
Income and Sources (4.2) at Annual Assessment	85	98.84%
Income and Sources (4.2) at Exit	112	81.75%
Non-Cash Benefits (4.3) at Start	5	1.12%
Non-Cash Benefits (4.3) at Annual Assessment	85	98.84%
Non-Cash Benefits (4.3) at Exit	112	81.75%

Q5. Chronic Homeless

Program Applicability: ES, SH, Street Outreach, TH & PH(All)

Starting into project type	Count of total records	Missing time in institution (3.917.2)	Missing time in housing (3.917.2)	Approximate Date started (3.9.17.3) DK/R/missing	Number of times (3.9.17.4) DK/R/missing	Number of months (3.9.17.5) DK/R/missing	% of records unable to calculate
ES, SH, Street Outreach	406			3	2	3	1.48%
TH	0	0	0	0	0	0	0%
PH (all)	0	0	0	0	0	0	0%
Total	406						1.48%

Report Section: Q3 Universal Data Elements (cont.)		
Report Fields:	Error Count	% of Error Rate
Veteran Status	Count of: <ul style="list-style-type: none"> adults where [Veteran Status] is "Client doesn't know," "Client refused," or missing; [Veteran Status] is "Yes," but client age is less than 18. 	% of error rate = count of Veteran Status errors / number of adults.
Project Entry Date	Count of overlapping enrollments by client in the same project, indicated by [Program Entry Date] occurring before the [Program Exit Date] for an earlier project entry.	% of error rate = count of Project Entry Date errors / total number of persons served.
Relationship to HoH	Count of enrollments where: <ul style="list-style-type: none"> [Relationship to Head of Household] is missing; There is no HoH indicated for the household; More than one client in the household is identified as HoH. 	% of error rate = count of Relationship to HoH errors / total number of persons served.
Client Location	Count of households where: <ul style="list-style-type: none"> HoH is missing [Client Location] code (Continuum of Care (CoC) location) at project entry; Code does not match HUD-defined codes <p>Note: this field is auto-populated for all records entered manually.</p>	% of error rate = count of Client Location errors / sum of adult HoH and child/unknown age HoH.
Disabling Condition	Count of enrollments where: <ul style="list-style-type: none"> [Disabling Condition] is "Client doesn't know," "Client refused," or missing; [Disabling Condition] is "No," but at least one of the following is marked "Yes": <ul style="list-style-type: none"> [Developmental Disability] [Long Term Physical Disability] [Long Term Chronic Health Condition] [Long Term Mental Health Problem] [Long Term Substance Abuse Problem] 	% of error rate = count of Disabling Condition errors / total number of persons served.

Report Section: Q4 Income and Housing Data Quality

The **Q4 Income and Housing Data Quality** table shows counts of records where the named field contains “Client doesn't know” or “Client refused,” where data is [missing](#), and/or where a response to whether client has income is inconsistent with income source information. The error counts in the Q4 table are not separated by error type but are combined into one count.

The % of Error Rates are calculated using the following fields from the Q1 Report Validation Table as the denominators, depending on the error count:

- Number of Leavers (Destination)
- Number of Adult HoH + Number of Child and Unknown Age HoH (Income and Sources at Entry)
- HoH and adult stayers in the project more than 365 days (Income and Sources at Annual Assessment)
- Number of adult and HoH leavers (Income and Sources at Exit)

Numbers in parentheses after each element (i.e. Destination (**3.12**)) correspond to HUD data standard elements.

HMIS Data Quality Report [FY 2020] Seattle/King County CoC: Agency Name
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Q3. Universal Data Elements		
Program Applicability: All Projects		
Data Element	Error Count	% of Error Rate
Veteran Status (3.7)	1	0.22%
Project Start Date (3.10)	0	0.00%
Relationship to Head of Household (3.15)	0	0.00%
Client Location (3.16)	0	0.00%
Disabling Condition (3.8)	20	4.47%

Q4. Income and Housing Data Quality		
Program Applicability: All Projects		
Data Element	Error Count	% of Error Rate
Destination (3.12)	111	81.02%
Income and Sources (4.2) at Start	8	1.79%
Income and Sources (4.2) at Annual Assessment	85	98.84%
Income and Sources (4.2) at Exit	112	81.75%
Non-Cash Benefits (4.3) at Start	5	1.12%
Non-Cash Benefits (4.3) at Annual Assessment	85	98.84%
Non-Cash Benefits (4.3) at Exit	112	81.75%

Q5. Chronic Homeless							
Program Applicability: ES, SH, Street Outreach, TH & PH(All)							
Starting into project type	Count of total records	Missing time in institution (3.917.2)	Missing time in housing (3.917.2)	Approximate Date started (3.9.17.3) DK/R/missing	Number of times (3.9.17.4) DK/R/missing	Number of months (3.9.17.5) DK/R/missing	% of records unable to calculate
ES, SH, Street Outreach	406			3	2	3	1.48%
TH	0	0	0	0	0	0	0%
PH (all)	0	0	0	0	0	0	0%
Total	406						1.48%

Report Section: Q4 Income and Housing Data Quality (cont.)		
Report Fields:	Error Count	% of Error Rate
Destination	Count of leavers where [Destination] is "Client doesn't know," "Client refused," "No exit interview completed," or missing .	% of error rate = count of Destination errors / number of leavers
Income and Sources at Entry	Count of number of adults and HoH where: <ul style="list-style-type: none"> • [Income from Any Source] at project entry is "Client doesn't know," "Client refused," or missing; • [Income from Any Source] at project entry is "No" but one or more income sources are selected; • [Income from Any Source] at project entry is "Yes" but no income sources are selected. 	% of error rate = count of Income and Sources at Entry errors / sum of adult HoH and child/unknown age HoH.
Income and Sources at Annual Assessment	Count of number of adults and HoH with project stays greater than or equal to 365 days as of the end of the reporting period where: <ul style="list-style-type: none"> • No Annual Assessment has been completed within 30 days of project enrollment date anniversary; • An Annual Assessment has been completed within the appropriate timeframe, but: <ul style="list-style-type: none"> ○ [Income from Any Source] is "Client doesn't know," "Client refused," or missing; ○ [Income from Any Source] is "No" but one or more income sources are selected; ○ [Income from Any Source] is "Yes" but no income sources are selected. 	% of error rate = count of Income and Sources at Annual Assessment errors / HoH and adult stayers in the project more than 365 days
Income and Sources at Exit	Count of number of adults and HoH where: <ul style="list-style-type: none"> • [Income from Any Source] at project exit is "Client doesn't know," "Client refused," or missing; • [Income from Any Source] at project exit is "No" but one or more income sources are selected; • [Income from Any Source] at project exit is "Yes" but no income sources are selected. 	% of error rate = count of Income and Sources at Exit errors / number of adult and HoH leavers

Report Section: Q4 Income and Housing Data Quality (cont.)		
Non-Cash Benefits at Start	Count of number of adults and HoH where: <ul style="list-style-type: none"> ● [Receiving Non-Cash Benefits] at project entry is “Client doesn't know,” “Client refused,” or missing; ● [Receiving Non-Cash Benefits] at project entry is “No” but one or more benefit sources are selected; ● [Receiving Non-Cash Benefits] at project entry is “Yes” but no benefit sources are selected. 	% of error rate = count of Non-Cash Benefits at Start errors / sum of adult HoH and child/unknown age HoH.
Non-Cash Benefits at Annual Assessment	Count of number of adults and HoH with project stays greater than or equal to 365 days as of the end of the reporting period where: <ul style="list-style-type: none"> ● No Annual Assessment has been completed within 30 days of project enrollment date anniversary; ● An Annual Assessment has been completed within the appropriate timeframe, but: <ul style="list-style-type: none"> ○ [Receiving Non-Cash Benefits] is “Client doesn't know,” “Client refused,” or missing; ○ [Receiving Non-Cash Benefits] is “No” but one or more benefit sources are selected; ○ [Receiving Non-Cash Benefits] is “Yes” but no income benefit are selected. 	% of error rate = count of Non-Cash Benefits at Annual Assessment errors / HoH and adult stayers in the project more than 365 days
Non-Cash Benefits at Exit	Count of number of adults and HoH where: <ul style="list-style-type: none"> ● [Receiving Non-Cash Benefits] at project exit is “Client doesn't know,” “Client refused,” or missing; ● [Receiving Non-Cash Benefits] at project exit is “No” but one or more benefit sources are selected; ● [Receiving Non-Cash Benefits] at project exit is “Yes” but no benefit sources are selected. 	% of error rate = count of Non-Cash Benefits at Exit errors / number of adult and HoH leavers

Report Section: Q5 Chronic Homeless

The **Q5 Chronic Homeless** table shows counts of records where data fields related to living situation data contain “Client doesn't know,” “Client refused,” or are [missing](#) values.

Count of Total Records* calculates the number of adults and Heads of Household (HoH) active during reporting period in:

- **Emergency Shelter (ES), Safe Haven (SH), Street Outreach**
- **Transitional Housing (TH)**
- **All types of Permanent Housing (PH)**
 - PH – Permanent Supportive Housing (disability required for entry)
 - PH – Housing Only
 - PH – Housing with Services (no disability required for entry)
 - PH – Rapid Re-housing

Numbers in parentheses after each column element (i.e. Missing time in institution (**3.917.2**)) correspond to HUD data standard elements.

* Total Records for this measure includes only those with an enrollment start date after 10/1/2016. Some PH projects or others with long term enrollments, may show a smaller number of Total Records here than the Total Number of Person Served in Q1.

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[FY 2020]

Seattle/King County CoC: Agency Name
Report period 01/01/2019 - 03/31/2019

Q3. Universal Data Elements		
Program Applicability: All Projects		
Data Element	Error Count	% of Error Rate
Veteran Status (3.7)	1	0.22%
Project Start Date (3.10)	0	0.00%
Relationship to Head of Household (3.15)	0	0.00%
Client Location (3.16)	0	0.00%
Disabling Condition (3.8)	20	4.47%

Q4. Income and Housing Data Quality		
Program Applicability: All Projects		
Data Element	Error Count	% of Error Rate
Destination (3.12)	111	81.02%
Income and Sources (4.2) at Start	8	1.79%
Income and Sources (4.2) at Annual Assessment	85	98.84%
Income and Sources (4.2) at Exit	112	81.75%
Non-Cash Benefits (4.3) at Start	5	1.12%
Non-Cash Benefits (4.3) at Annual Assessment	85	98.84%
Non-Cash Benefits (4.3) at Exit	112	81.75%

Q5. Chronic Homeless							
Program Applicability: ES, SH, Street Outreach, TH & PH(All)							
Starting into project type	Count of total records	Missing time in institution (3.917.2)	Missing time in housing (3.917.2)	Approximate Date started (3.9.17.3) DK/R/missing	Number of times (3.9.17.4) DK/R/missing	Number of months (3.9.17.5) DK/R/missing	% of records unable to calculate
ES, SH, Street Outreach	406			3	2	3	1.48%
TH	0	0	0	0	0	0	0%
PH (all)	0	0	0	0	0	0	0%
Total	406						1.48%

Report Section: Q5 Chronic Homeless (cont.)							
Report Fields:	Count of total records	Missing time in institution	Missing time in housing	Approx Date Started DK/R/missing	Number of times DK/R/missing	Number of months DK/R/missing	% of records unable to calculate
ES, SH, Street Outreach	Adults and HoH	Counts of adults and HoH where [Type of Residence] is one of the following: <ul style="list-style-type: none"> “Foster care home or foster care group home” “Hospital or other non-psychiatric residential facility” “Jail, prison or juvenile detention center” “Long term care facility or nursing home” “Psychiatric hospital or other psychiatric facility” “Substance abuse treatment facility or detox center” And [Length of Stay in Prior Living Situation] is “Client doesn't know,” “Client refused,” or missing .	Counts of adults and HoH where [Type of Residence] is one of the following: <ul style="list-style-type: none"> Any “Owned by Client...” option “Permanent housing for formerly homeless persons” any “Rental by client...” option “Residential project or halfway house with no homeless criteria” “Staying or living in a friend family member’s room, apartment or house” “Transitional housing for homeless persons” And [Length of Stay in Prior Living Situation] is “Client doesn't know,” “Client refused,” or missing .	Counts of adults and HoH where [Type of Residence] is one of the following: <ul style="list-style-type: none"> “Place not meant for habitation” “Emergency shelter including hotel/motel paid for with voucher” “Safe Haven” “Interim Housing” And [Approximate Date Homelessness Started] is “Client doesn't know,” “Client refused,” or missing .	Counts of adults and HoH where [Type of Residence] is one of the following: <ul style="list-style-type: none"> “Place not meant for habitation” “Emergency shelter including hotel/motel paid for with voucher” “Safe Haven” “Interim Housing” And [Number of times the client has been on the streets, in ES, or Safe Haven in the past three years] is “Client doesn't know,” “Client refused,” or missing .	Counts of adults and HoH where [Type of Residence] is one of the following: <ul style="list-style-type: none"> “Place not meant for habitation” “Emergency shelter including hotel/motel paid for with voucher” “Safe Haven” “Interim Housing” And [Total number of months homeless on the streets, in ES, or Safe Haven in the past three years] is “Client doesn't know,” “Client refused,” or missing .	% = number of unique adults and HoH missing one or more responses in columns to left, divided by total records in first column.
TH	Adults and HoH						
PH (all)	Adults and HoH						
Total	Sum of adults and HoH totals						

Report Section: Q6 Timeliness

The **Q6 Timeliness** table shows how many days between when a client enters or exits a program ([project entry date] and [project exit date]) and when the record of that entry or exit is created in HMIS ([date created] (timestamp)).

The count of the number of active clients for each of the following periods of time are calculated for both **Entry Records** and **Exit Records**:

- **0 days**
- **1-3 days**
- **4-6 days**
- **7-10 days**
- **11+ days**

For example, if a client’s exit date was 2 days ago and the user is exiting the client today (creating an “exit record” in the database), then that client’s project exit record will be counted in the “1-3 days” category.

HMIS Data Quality Report
[FY 2020]

Seattle/King County CoC: Agency Name
Report period 01/01/2019 - 03/31/2019

Q6. Timeliness		
Program Applicability: All Projects		
Time for Record Entry	Number of Project Start Records	Number of Project Exit Records
0 days	19	22
1-3 days	119	5
4-6 days	8	7
7-10 days	6	1
11+ days	7	102

Q7. Inactive Records: Street Outreach and Emergency Shelter			
Program Applicability: Street Outreach & ES-Night By Night			
Data Element	# of Records	# of Inactive Records	% of Inactive Records
Contact (Adults and Heads of Household in Street Outreach or ES-NbN)	218	0	0.00%
Bed Night (All clients in ES-NbN)	218	0	0.00%

Report Section: Q7 Inactive Records (Street Outreach and ES-NbN only)

The **Q7 Inactive Records** table reports how many street outreach and night-by-night shelter enrollments appear to be inactive (i.e. should have been exited but were not). Enrollments are considered inactive when there's been no contact with or bed night activity for the client within **90 days**.

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[FY 2020]**

Seattle/King County CoC: Agency Name
Report period 01/01/2019 - 03/31/2019

Q6. Timeliness

Program Applicability: All Projects

Time for Record Entry	Number of Project Start Records	Number of Project Exit Records
0 days	19	22
1-3 days	119	5
4-6 days	8	7
7-10 days	6	1
11+ days	7	102

Q7. Inactive Records: Street Outreach and Emergency Shelter

Program Applicability: Street Outreach & ES-Night By Night

Data Element	# of Records	# of Inactive Records	% of Inactive Records
Contact (Adults and Heads of Household in Street Outreach or ES-NbN)	218	0	0.00%
Bed Night (All clients in ES-NbN)	218	0	0.00%

Report Fields:	# of Records	# of Inactive Records	% of Inactive Records
Contact (Adults and HoH in Street Outreach or ES-NbN)	Count of adults and HoH with active enrollments in Street Outreach or Night by Night Emergency Shelters during report period.	Count of clients with no contact recorded within 90 days of the project entry date, or the previous contact date, whichever date is greater. Contact is defined as: <ul style="list-style-type: none"> • Current Living Situation Assessment recorded by Street Outreach or ES-NbN • Bed Night Services (ES-NbN) 	% of inactive records = count of inactive enrollments / count of adults and HoH with active enrollments in Street Outreach or Night by Night Emergency Shelters during report period.
Bed Night (All clients in ES-NbN)	Count of all clients active in Night by Night Emergency Shelters during report period.	Count of clients where the latest bed night service occurred more than 90 days before the end of the report period .	% of inactive records = number of inactive records / count of all clients active in Night by Night Emergency Shelters during report period.

Report Section: Footer / Parameters

Programs Included in Dataset ←

Agency	Program Name
Agency Name	Program 1 Name
Agency Name	Program 2 Name
Agency Name	Program 3 Name
Agency Name	Program 4 Name

Report Field: Programs Included in Dataset

Description: The report parameters include Program Type, Program Status in HMIS (active/inactive), Program(s), and Report Date Range

Program Type: Following HUD Data Standards, the following program types are available in Clarity Human Services:

1. Emergency Shelter
2. Transitional Housing
3. PH - Permanent Supportive Housing (disability required)
4. Street Outreach
5. Service Only
6. Other
7. Safe Haven
8. PH - Housing Only
9. PH - Housing with Services (not disability required)
10. Day Shelter
11. Homelessness Prevention
12. PH - Rapid Re-Housing
13. Coordinated Assessment