

## **Marin- Completing Coordinated Entry Exits**

## **Completing a Coordinated Entry Exit**

The client should be exited from CE for the following reason:

- The client has entered a permanent residential project type of is otherwise known to have found permanent housing
- The client is known to have left the CoC to pursue other assistance
- The client is deceased

Open the Coordinated Entry enrollment. (figure 1)

PROFILE	HISTORY SERVIC	DES PROGRAMS	ASSESSMENTS	NOTES	FILES	CONTACT	LOCATION	
PROG	RAM HISTORY							
	Program Name				Start	Date	End Date	Туре
	Coordinated Entry Coordinated Entry Marin County Training				07/0	06/2020	Active	Individual
_	Emergency Shelter	r w/ Reservations						

Figure 1

Click Exit and complete the fields. *(figure 2)* 

*Please note: Data quality and completeness is important. Please try to avoid using "Data Not Collected, "Client Doesn't Know" or "Client Refused" when possible.* 

Enrollment	History	Provide Services	Assessments	Notes	Files	Forms			× Exit
Drogram	Sorvice	liston							
Program	Service H	History						LIN	IK FROM HISTOR
Program Service Nat		History					Start Date	LIN End Date	IK FROM HISTOR
Service Nat	<sup>me</sup> Solving :Initia	History ted Problem Solving ( Adult Coordinated Entry							IK FROM HISTOR

figure 2

Full instructions on how to complete a program exit can be found here



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