

## Marin County Continuum of Care

## **Standard HMIS Adult Client Enrollment**

Program Name: C	ase Worker/Intake Person:	Program Start Date:
CLIENT ENROLLMENT		
	for each client who is <b>over</b> the age of 17 or the Head on ease be sure to use the Standard HMIS Child Clier	
1) Client Name	First	Last
Relationship to Head of Household	□ Self (Head of Household) □ Head of Household's child □ Head of Household's spouse or partner □ Head of Household's other relation member (other relation to Head of Household) □ Other: non-relation member	
2) Length of Time in Marin [Head of Household and Adults only]	☐ 1 Week or Less ☐ More than 1 Week, Less than 1 Month ☐ 1-3 Months ☐ 4-12 Months ☐ More than 1 Year ☐ Data Not Collected	
If "More than 1 Year" is selected, indicate how many years in Marin		
If any time 12 months or less is selected, what is the primary reason that brought you to Marin?	□ Employment/Work □ Found Housing □ Friend/Family in Marin □ Open Spaces □ Services □ Other:	
	Client Name_	

Head of Household Name (if not Self)

Page 1

3) Highest Degree Earned [Head of Household and Adults only]	□ None □ Associates Degree □ Bachelors Degree □ Masters Degree □ Doctorate Degree □ Other Graduate/Professional Degree □ Certificate of Advanced Training or Skilled Artisan □ Client Doesn't Know □ Client Prefers Not to Answer	
4) Date of Program Enrollment  The date the client started being helped by the project (program); also called the project start date.	Month Day Year	
5) Translation Assistance Needed [Head of Household only]  Does the client need access to translation services?	□ No □ Yes □ Client doesn't know □ Client prefers not to answer □ Data Not Collected	
If Yes, Preferred Language(s):  If the client needs access to translation services, please select their preferred language(s).	<ul> <li>□ American Sign Language</li> <li>□ Cambodian</li> <li>□ Cantonese</li> <li>□ Farsi</li> <li>□ Haitian Creole</li> <li>□ Portuguese</li> <li>□ Russian</li> <li>□ Spanish</li> <li>□ Tagalog</li> <li>□ Vietnamese</li> </ul>	☐ Different Preferred Language, please specify: ☐ Client doesn't know ☐ Client prefers not to answer ☐ Data Not Collected
6) Date of Engagement [Head of Household and Adults only]  (Only for Street Outreach or Night-by-Night Emergency Shelter)  The date the client was engaged.	Month Day Year	
7) Housing Move-In Date [Head of Household only]	Month Day Year Client Name	

(Required for Permanent Housing Projects)  This is the date a client moves into a permanent housing situation while enrolled in Rapid Rehousing, Permanent Supportive Housing or Other Permanent Housing programs, even if the move-in date is the same as the project enrollment date.		
PRIOR LIVING SITUATION – ANSWER ON	LY ONE FULL SECTION: A or B or C [Head or	of Household and Adults only]
Type of Residence A – Homeless Living Situations  What was the client's living situation the night before enrolling in the project?  Ask the client "where did you stay or sleep last night"?	☐ Place not meant for human habitation (e.g., a vehicle, an abandoned building, bus/train/subway station/airport/or anywhere outside) ☐ Emergency Shelter, including hotel or motel paid for with emergency shelter voucher, or Host Home shelter ☐ Safe Haven	
Length of Stay in Prior Living Situation	☐ One night or less ☐ Two to six nights ☐ One week or more, but less than one month ☐ One month or more, but less than 90 days	<ul> <li>□ 90 days or more, but less than one year</li> <li>□ One year or longer</li> <li>□ Client doesn't know</li> <li>□ Client prefers not to answer</li> <li>□ Data Not Collected</li> </ul>
Approximate date this episode of homelessness started:  When was the date the current homeless situation began?  A break in homelessness is defined as being in any permanent or temporary housing situation for 7 consecutive nights or more, or spending 90 days or more in an institution (i.e., jail, substance abuse or mental health treatment facility, hospital, or other similar facility).		
Number of <i>times</i> the client has been on the streets or in Emergency Shelter in the <u>last three years</u>	☐ One Time ☐ Two Times ☐ Three Times	☐ Four or more times ☐ Client doesn't know ☐ Client prefers not to answer
	Client Name	

			☐ Data Not Collected
Total number of months client has	☐ One month (this	time is the first month)	☐ 12 months
been homeless on the streets or in	☐ 2 months	☐ 7 months	☐ More than 12 months
Emergency Shelter in the <u>last three</u> <u>years</u>	□ 3 months	□ 8 months	☐ Client doesn't know
	☐ 4 months	☐ 9 months	☐ Client prefers not to answer
	☐ 5 months	☐ 10 months	☐ Data Not Collected
	☐ 6 months	☐ 11 months	
Type of Residence B – Institutional Living Situations  What was the client's living situation the night before enrolling in the project?  Ask the client "where did you stay or sleep last night"?	☐ Hospital or other medical facility ☐ Jail, prison, or ju ☐ Long-term care f	e or foster care group home residential non—psychiatric venile detention facility facility or nursing home ital or other psychiatric facility e treatment facility or detox	
Length of Stay in Prior Living Situation			□ 90 days or more, but less than one year □ One year or longer □ Client doesn't know □ Client prefers not to answer □ Data Not Collected
Was the length of stay less than 90 days?	☐ Yes ☐ No		
If the response is "No," STOP here and skip down to the Disability section.			
If the response is "Yes", did the client stay on the streets or in emergency shelter the night before going to the institutional situation?  If the response is "No," STOP here and skip down to the Disability section.  If the response is "Yes," please answer the following questions below:	□ Yes □ No		
Approximate date <u>this episode</u> of homelessness started:			

Client Name\_\_\_\_\_\_\_

Head of Household Name (if not Self) \_\_\_\_\_\_

When was the date the current homeless situation began?  A break in homelessness is defined as being in any permanent or temporary housing situation for 7 consecutive nights or more, or spending 90 days or more in an institution (i.e., jail, substance abuse or mental health treatment facility, hospital, or other similar facility).		
Number of <i>times</i> the client has been on the streets or in Emergency Shelter in	☐ One Time ☐ Two Times	☐ Four or more times ☐ Client doesn't know
the <u>last three years</u>	☐ Three Times	☐ Client prefers not to answer ☐ Data Not Collected
Total number of <i>months</i> client has been homeless on the streets or in Emergency Shelter in the <u>last three</u> <u>years</u>	☐ One month (this time is the first month) ☐ 2 months ☐ 7 months ☐ 3 months ☐ 8 months ☐ 4 months ☐ 9 months ☐ 5 months ☐ 10 months ☐ 6 months ☐ 11 months	☐ 12 months ☐ More than 12 months ☐ Client doesn't know ☐ Client prefers not to answer ☐ Data Not Collected
Type of Residence <u>C – Transitional</u> <u>OR Permanent Housing Living</u> <u>Situations</u> What was the client's living situation the night before enrolling in the project?  Ask the client "where did you stay or sleep last night"?	Temporary Housing Situations  ☐ Transitional housing for homeless persons (including homeless youth) ☐ Residential project or halfway house with no homeless criteria ☐ Hotel or motel paid for without emergency shelter voucher ☐ Host Home (non-crisis) ☐ Staying or living in a friend's room, apartment, or house ☐ Staying or living in a family member's room, apartment, or house  Permanent Housing Situations ☐ Rental by client, no ongoing housing subsidy ☐ Rental by client, with ongoing housing subsidy ☐ Owned by client, no ongoing housing subsidy	Other  Client doesn't know  Client prefers not to answer  Data Not Collected
Rental Subsidy Type:	☐ GPD TIP housing subsidy ☐ VASH housing subsidy	
L	Client Name	1

If "Rental by client, with ongoing housing subsidy" is selected, please select the type of housing subsidy in use.	RRH or equivalent subsidy HCV voucher (tenant or project based) (not dedicated) Public housing unit Rental by client, with other ongoing housing subsidy Emergency Housing Voucher (EHV) Family Unification Program Voucher (FUP) Foster Youth to Independence Initiative (FYI) Permanent Supportive Housing Other permanent housing dedicated for formerly homeless persons	
Length of Stay in Prior Living Situation	☐ One night or less ☐ Two to six nights ☐ One week or more, but less than one month ☐ One month or more, but less than 90 days	□ 90 days or more, but less than one year □ One year or longer □ Client doesn't know □ Client prefers not to answer □ Data Not Collected
Was the length of stay less than 7 nights?  If the response is "No," STOP here and skip down to the Disability section.	☐ Yes ☐ No	
If the response is "Yes", did the client stay on the streets or in emergency shelter the night before going to the transitional or permanent placement?  If the response is "No," STOP here and skip down to the Disability section.  If the response is "Yes," please answer the following questions below:	□ Yes □ No	
Approximate date <u>this episode</u> of homelessness started:  When was the date the current homeless situation began?  A break in homelessness is defined as being in any permanent or temporary housing situation for 7 consecutive nights	Client Name	

or more, or spending 90 days or more in an institution (i.e., jail, substance abuse or mental health treatment facility, hospital, or other similar facility).		
Number of <i>times</i> the client has been on	☐ One Time	☐ Four or more times
the streets or in Emergency Shelter in the last three years	☐ Two Times	☐ Client doesn't know
	☐ Three Times	☐ Client prefers not to answer
		☐ Data Not Collected
Total number of months client has been	☐ One month (this time is the first month)	☐ 12 months
homeless on the streets or in Emergency Shelter in the last three	□ 2 months □ 7 months	☐ More than 12 months
years	□ 3 months □ 8 months	☐ Client doesn't know
	□ 4 months □ 9 months	☐ Client prefers not to answer
	□ 5 months □ 10 months	☐ Data Not Collected
	☐ 6 months ☐ 11 months	
SEXUAL ORIENTATION [Head of Househ	old and Adults only]	
What is the client's sexual orientation?	☐ Heterosexual	☐ Client doesn't know
	☐ Gay	☐ Client prefers not to answer
	☐ Lesbian	☐ Data Not Collected
	☐ Bisexual	
	☐ Questioning/Unsure	
	☐ Other (please specify)	
DISABLING CONDITIONS: A Disabling Con	ndition is a health condition that interferes with	n getting and/or keeping stable housing.
Does the client currently have a	☐Yes	☐ Client doesn't know
disabling condition?	□ No	☐ Client prefers not to answer
A Disabling Condition is a health condition that interferes with getting and/or keeping stable housing.		☐ Data Not Collected
This question is used with other information to determine if the client meets criteria for chronic homelessness.		
All questions in this section MUST be answered even if the answer is "no" to this question.		
2) Does the client have a Physical	☐Yes	☐ Client doesn't know
Disability?	□ No	☐ Client prefers not to answer
•	Client Name	
ŀ	Head of Household Name (if not Self)	

			☐ Data Not Collected
	it expected to be of long,	☐ Yes	☐ Client doesn't know
	d and indefinite duration and ally impair the client's ability to	□No	☐ Client prefers not to answer
	endently?		☐ Data Not Collected
3) Does the	client have a Developmental	☐Yes	☐ Client doesn't know
Disability	?	□ No	☐ Client prefers not to answer
			☐ Data Not Collected
	client have a Chronic Health	□Yes	☐ Client doesn't know
Condition	1?	□No	☐ Client prefers not to answer
			☐ Data Not Collected
	it expected to be of long,	☐Yes	☐ Client doesn't know
	d and indefinite duration and ally impair the client's ability to	□No	☐ Client prefers not to answer
	endently?		☐ Data Not Collected
			Olivet de contider ou
5) Does the	client have HIV – AIDS?	☐Yes	Client doesn't know
		□ No	☐ Client prefers not to answer☐ Data Not Collected☐
			Data Not Collected
,	client have a Mental Health	□Yes	☐ Client doesn't know
Disorder <sup>e</sup>	?	□No	☐ Client prefers not to answer
			☐ Data Not Collected
	it expected to be of long, d and indefinite duration and	☐Yes	☐ Client doesn't know
substanti	ally impair the client's ability to	□No	☐ Client prefers not to answer
live indep	endently?		☐ Data Not Collected
	client have any Substance Use	□No	☐ Client doesn't know
Disorder <sup>e</sup>	?	☐ Alcohol use disorder	☐ Client prefers not to answer
		☐ Drug use disorder	☐ Data Not Collected
		☐ Both Alcohol & Drug Abuse Use Disorders	
If Yes. is	it expected to be of long,	□ Voo	☐ Client doesn't know
continue	d and indefinite duration and	☐ Yes	☐ Client prefers not to answer
	ally impair the client's ability to endently?		☐ Data Not Collected
DOMESTIC VIOLENCE [Head of Household and Adults only]			

Client Name_	
Head of Household Name (if not Self) _	

1)	1) Survivor of Domestic Violence		☐Yes
	Ask the client "Have you ever experienced any domestic violence, dating violence, sexual assault, stalking or other dangerous or life-threatening conditions against you or a member of your family, including a child, that has happened in the place you were living?"		□ No □ Client doesn't know □ Client prefers not to answer
	If the answer is "no", skip to "Monthly Incomsection.	ne – Cash Benefits"	□ Data Not Collected
	If the answer is "yes", COMPLETE questions	2 and 3.	
2)	Most Recent Occurrence		☐ Within the past three months
Ask the client "How long ago was your most recent experience of domestic violence, dating violence, sexual assault, stalking or other dangerous or life-threatening conditions?"			<ul> <li>☐ Three to six months ago (excluding six months exactly)</li> <li>☐ Six months to one year ago (excluding one year exactly)</li> <li>☐ One year ago or more</li> <li>☐ Client doesn't know</li> <li>☐ Client prefers not to answer</li> <li>☐ Data Not Collected</li> </ul>
3)	Current Status		□Yes
	Ask the client "Are you currently fleeing, or attempting to flee, the domestic violence situation, or are you afraid to return to the place you are living?"		□ No □ Client doesn't know □ Client prefers not to answer □ Data Not Collected
МС	ONTHLY INCOME - CASH BENEFITS [Head	of Household and	Adults only]
Cu	rrent income from any source?	☐ Yes ☐ No ☐	Client doesn't know  Client prefers not to answer
	he client currently receiving any income from v source?	□ Data Not Collected	
	ecify the type(s) and amount(s) of income	☐ Earned Income \$_	
	ly regular, recurrent sources that are current	☐ Unemployment Ins	surance \$
	ay should be included. Income received for a nor (under 18 years old) member of the	□ Supplemental Security Income SSI \$	
	household (e.g., SSI) should be recorded with the HoH's information.	□ Social Security Disability Insurance SSDI \$	
	NOT include income received by other adults	□ VA Service-Connected Disability Pension\$	
	(18 years and older) in the household; record their income on their Enrollment form.	□ VA Non-service connect disability pension \$	
		☐ Private Disability Ir	nsurance \$
		☐ Worker's Compensation \$	
	☐ Temporary Assistance for Needy Families TANF/CalWORKs \$		•
		Cli	ent Name

	☐ General Assistance (GA) \$
	☐ Retirement income from Social Security \$
	☐ Pension or Retirement Income from a Former Job \$
	☐ Child Support \$
	☐ Alimony and Other Spousal Support \$
	☐ Other Cash Income \$
	If Other Specify:
Total Monthly Cash Income for Individual	TOTAL: \$
NON-CASH BENEFITS [Head of Household a	nd Adults only]
Currently receiving Non-Cash Benefits?  Is the client currently receiving one of the non-cash	☐ Yes ☐ No ☐ Client doesn't know ☐ Client prefers not to answer
benefits listed below?	□ Data Not Collected
If Yes, indicate all the non-cash benefits the	☐ Supplemental Nutrition Assistance Program (SNAP)/Cal Fresh
client is receiving:	☐ Special Supplemental Nutrition Program for Women, Infants, and Children (WIC)
Only regular, recurrent sources that are current today should be included. Record non-cash	☐ TANF/CALWORKS Childcare Services
benefits received by a minor member (under 18 years of age) of the household under the HoH's information.	☐ TANF/CALWORKS Transportation Services
DO NOT include benefits received by other adults	☐ Other TANF/CALWORKS-Funded Services
(18 years and older) in the household; record their benefits on their Enrollment form.	☐ Other Non-Cash Benefit
Boronce on aron Enrommon rom.	If Other Specify:
HEALTH INSURANCE	
Currently covered by health insurance?	☐ Yes ☐ No ☐ Client doesn't know ☐ Client prefers not to answer
Is the client currently covered by health insurance?	□ Data Not Collected
If Yes, type(s) of insurance(s):	☐ Medicaid (same as Medi-Cal)
If the client is currently covered by multiple health insurances please select all that apply.	☐ Medicare
	☐ State Children's Health Insurance (CHIP) Program
	□ Veteran's Health Administration (VHA)
	☐ Employer-Provided Health Insurance
	☐ Health Insurance Obtained Through COBRA
	Client Name

Page 10

STANDARD HMIS ADULT CLIENT ENROLLMENT 2023
☐ Private Pay Health Insurance
☐ State Health Insurance for Adults
☐ Indian Health Services Program
☐ Other Health Insurance
If Other Specify:
Client Name

Page 11