

Napa County Continuum of Care



HMIS Adult Client Enrollment Abode Services Agency – HDAP Program

Program Name:	Case Worker/Intake Person:	Program Start Date:			
CLIENT ENROLLMENT	CLIENT ENROLLMENT				
Separate client enrollments should be completed for each client who is over the age of 17 or the Head of Household. Separate client enrollments must be completed for children as well, but please be sure to use the Standard HMIS Child Client Enrollment form.					
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) Date of Program Enrollment The date the client started being helped by the project (program); also called the project start date.	Month Day Year				
3) 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).	 American Sign Language Arabic Armenian Black American Sign Lanugage Cantonese Cape Verdean Creole Chinese English Farsi 	 Mixteco Persian Portuguese Punjabi Russian Spanish Tagalog Taiwanese Thai 			

Client Name

	 Fijian Filipino French Greek Haitian Hindi Hmong Korean Mandarin 	 Ukrainian Vietnamese Different Preferred Language, please specify: Client doesn't know Client prefers not to answer Data Not Collected
PRIOR LIVING SITUATION – ANSWER C	DNLY ONE FULL SECTION: A or B or C [Head of	of Household and Adults only]
Type of ResidenceA – HomelessLiving SituationsWhat 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 	 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
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 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 <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>B – Institutional</u> <u>Living 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"?	 Foster care home or foster care group home Hospital or other residential non—psychiatric medical facility Jail, prison, or juvenile detention facility Long-term care facility or nursing home Psychiatric hospital or other psychiatric facility Substance abuse treatment facility or detox center 	
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 90 days?	□ Yes □ No	
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?	🗆 Yes 🗀 No	
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:		
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 or more, or spending 90 days or more in an institution (i.e., jail,	Client Name	

substance abuse or mental health treatment facility, hospital, or other similar facility).		
Number of <i>tim</i> es 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 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: If "Rental by client, with ongoing housing subsidy" is selected, please select the type of housing subsidy in use.	 GPD TIP housing subsidy VASH housing subsidy 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 	

Client Name_____

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?	🗆 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 transitional or permanent placement?	🗆 Yes 🗖 No	
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:		
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 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 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 3 months 8 months 4 months 9 months 	 12 months More than 12 months Client doesn't know Client prefers not to answer Data Not Collected

Client Name_____

		5 months	□ 10 months	
		□ 6 months	□ 11 months	
DI	SABLING CONDITIONS: A Disabling C	ondition is a health	n condition that interferes with ge	tting and/or keeping stable housing.
1)	Does the client currently have a disabling condition? A Disabling Condition is a health condition that interferes with getting and/or keeping stable housing. 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.	□ Yes □ No		 Client doesn't know Client prefers not to answer Data Not Collected
2)	Does the client have a Physical Disability?	□ Yes □ No		 Client doesn't know Client prefers not to answer Data Not Collected
	If Yes, is it expected to be of long, continued and indefinite duration and substantially impair the client's ability to live independently?	□ Yes □ No		 Client doesn't know Client prefers not to answer Data Not Collected
3)	Does the client have a Developmental Disability?	□ Yes □ No		 Client doesn't know Client prefers not to answer Data Not Collected
4)	Does the client have a Chronic Health Condition?	❑ Yes ❑ No		 Client doesn't know Client prefers not to answer Data Not Collected
	If Yes, is it expected to be of long, continued and indefinite duration and substantially impair the client's ability to live independently?	□ Yes □ No		 Client doesn't know Client prefers not to answer Data Not Collected
5)	Does the client have HIV – AIDS?	Yes No		 Client doesn't know Client prefers not to answer Data Not Collected
6)	Does the client have a Mental Health Disorder?	❑ Yes ❑ No		 Client doesn't know Client prefers not to answer Data Not Collected

Client Name_____

	If Yes, is it expected to be of long, continued and indefinite duration and substantially impair the client's ability to live independently?	□ Yes □ No		 Client doesn't know Client prefers not to answer Data Not Collected
7)	Does the client have any Substance Use Disorder?	 No Alcohol use disorder Drug use disorder Both Alcohol & Drug Abuse Use Disorders 		 Client doesn't know Client prefers not to answer Data Not Collected
	If Yes, is it expected to be of long, continued and indefinite duration and substantially impair the client's ability to live independently?	□ Yes □ No		 Client doesn't know Client prefers not to answer Data Not Collected
DC	MESTIC VIOLENCE [Head of Househ	old and A	dults only]	
 Survivor of Domestic Violence 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?" If the answer is "no", skip to "Monthly Income – Cash Benefits" section. If the answer is "yes", COMPLETE questions 2 and 3. 		 Yes No Client doesn't know Client prefers not to answer Data Not Collected 		
2)	2) Most Recent Occurrence 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?"		 Within the past three months Three to six months ago (excluding six Six months to one year ago (excluding One year ago or more Client doesn't know Client prefers not to answer Data Not Collected 	
3) Current Status 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?"		 Yes No Client doesn't know Client prefers not to answer Data Not Collected 		
МС	ONTHLY INCOME - CASH BENEFITS	[Head of I	Household and Adults only]	
Cu	rrent income from any source?		 Yes No Client doesn't know Data Not Collected 	Client prefers not to answer
			Client Name	

Is the client currently receiving any income from any source?	
Specify the type(s) and amount(s) of income the	□ Earned Income \$
client currently receives.	Unemployment Insurance \$
Only regular, recurrent sources that are current today	Supplemental Security Income SSI \$
should be included. Income received for a minor (under 18 years old) member of the household (e.g., SSI)	Social Security Disability Insurance SSDI \$
should be recorded with the HoH's information.	□ VA Service-Connected Disability Pension\$
DO NOT include income received by other adults (18	□ VA Non-service connect disability pension \$
years and older) in the household; record their income on their Enrollment form.	Private Disability Insurance
	□ Worker's Compensation \$
	Temporary Assistance for Needy Families TANF/CalWORKs \$
	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 and A	udults only]
-	
Currently receiving Non-Cash Benefits?	□ Yes □ No □ Client doesn't know □ Client prefers not to answer
Is the client currently receiving one of the non-cash benefits listed below?	Data Not Collected
	Supplemental Nutrition Assistance Program (SNAP)/Cal Fresh
If Yes, indicate all the non-cash benefits the client is receiving:	□ Special Supplemental Nutrition Program for Women, Infants, and Children (WIC)
Only regular, recurrent sources that are current today	□ TANF/CALWORKS Childcare Services
should be included. Record non-cash benefits received	
by a minor member (under 18 years of age) of the household under the HoH's information.	 TANF/CALWORKS Transportation Services Other TANF/CALWORKS-Funded Services
by a minor member (under 18 years of age) of the	TANF/CALWORKS Transportation Services
by a minor member (under 18 years of age) of the household under the HoH's information.	 TANF/CALWORKS Transportation Services Other TANF/CALWORKS-Funded Services

Client Name_____

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.		
	State Children's Health Insurance (CHIP) Program	
	Veteran's Health Administration (VHA)	
	Employer-Provided Health Insurance	
	Health Insurance Obtained Through COBRA	
	Private Pay Health Insurance	
	□ State Health Insurance for Adults	
	Indian Health Services Program	
	□ Other Health Insurance	
	If Other Specify:	
HDAP Required Questions [Head of Household	and Adults only]	
	emale	
	ale ansgender: Male to Female	
	ansgender: Female to Male	
	onbinary (neither Male nor Female)	
At approval, gender identity	emale	
	ransgender: Male to Female	
	ransgender: Female to Male	
	onbinary (neither Male nor Female) nother gender identity	
	Decline to state	
	 Straight or Heterosexual Gay or Lesbian 	
	sexual	
	nother Sexual Orientation nknown	
	ecline to state	

Client Name_____

At approval, which HDAP target population(s) is the participant a member of?	 General Assistance/General Relief CalWORKs Diverted from Jail/Prison
You may select multiple populations per participant	 Low Income Veterans Discharged from Institution Low income/No income (none of the above)

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Client Name_____