

Napa County Continuum of Care



Abode Staff Check all that apply at this intake:

HMIS Adult Client Enrollment Abode Services Agency

Shelter & Street Outreach Programs:

Use this form for South Napa Shelter, North Napa Center, Winter Shelter, and Consolidated Outreach ONLY

		☐ SNS ☐ WS ☐ NNC ☐ Consolidated Outreach
Program Name:	Case Worker/Intake Person:	Program Start Date:
CLIENT ENROLLMENT		
	ted for each client who is over the age of 17 or the Head t please be sure to use the Standard HMIS Child Clien	
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):	☐ American Sign Language ☐ Arabic ☐ Armenian	☐ Mixteco ☐ Persian ☐ Portuguese
	Client Name	

Head of Household Name (if not Self) ____

	Client Name	
Approximate date <u>this episode</u> of homelessness started:		
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
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	
4) Date of Engagement [Head of Household and Adults only] (Only for Street Outreach or Night-by-Night Emergency Shelter) Complete Date of Engagement when the Client has been Engaged	Month Day Year ONLY ONE FULL SECTION: A or B or C [Head of	of Household and Adults only]
If the client needs access to translation services, please select their preferred language(s).	□ Black American Sign Lanugage □ Cantonese □ Cape Verdean Creole □ Chinese □ English □ Farsi □ Fijian □ Filipino □ French □ Greek □ Haitian □ Hindi □ Hmong □ Korean □ Mandarin	□ Punjabi □ Russian □ Spanish □ Tagalog □ Taiwanese □ Thai □ Ukrainian □ Vietnamese □ Different Preferred Language, please specify: □ Client doesn't know □ Client prefers not to answer □ Data Not Collected

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 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> years	☐ 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? 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 institutional situation?	☐ Yes ☐ No	
If the response is "No," STOP here and skip down to the Disability section.		

Client Name	
Head of Household Name (if not Self)	
	Page 3

If the response is "Yes," please answer the following questions below:		
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□ 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 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 ☐ Rental by client, no ongoing housing subsidy ☐ Rental by client, with ongoing housing subsidy ☐ Owned by client, with ongoing housing subsidy ☐ Owned by client, no ongoing housing subsidy ☐ Owned by client, no ongoing housing subsidy ☐ Owned by client, no ongoing housing subsidy	Other Client doesn't know Client prefers not to answer Data Not Collected

Client Name_______

Head of Household Name (if not Self) _______

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	
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.	☐ Yes ☐ No	
the following questions below: 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,		

Client Name_	
Head of Household Name (if not Self)	

	ce abuse or mental health nt facility, hospital, or other acility).		
on the st	of <i>times</i> the client has been reets or in Emergency n 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
been hor	mber of <i>months</i> client has neless on the streets or in acy Shelter in the <u>last three</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
DISABLING	CONDITIONS: A Disabling C	ondition is a health condition that interferes with ge	tting and/or keeping stable housing.
disabling A Disabling condition and/or ke This ques information meets crit All quest	e client currently have a g condition? Ing Condition is a health that interferes with getting eping stable housing. Institution is used with other on to determine if the client teria for chronic homelessness. It ions in this section MUST be d even if the answer is "no" uestion.	☐ Yes☐ No	☐ Client doesn't know☐ Client prefers not to answer☐ Data Not Collected☐
2) Does the Disability	client have a Physical y?	☐ Yes ☐ No	☐ Client doesn't know☐ Client prefers not to answer☐ Data Not Collected
continue substant	it expected to be of long, d and indefinite duration and ially impair the client's ability dependently?	☐ Yes☐ No	☐ Client doesn't know☐ Client prefers not to answer☐ Data Not Collected☐
3) Does the Disability	client have a Developmental y?	☐ Yes ☐ No	☐ Client doesn't know☐ Client prefers not to answer☐ Data Not Collected☐
4) Does the Condition	client have a Chronic Health n?	☐ Yes ☐ No	☐ Client doesn't know☐ Client prefers not to answer☐ Data Not Collected
	it expected to be of long, d and indefinite duration and	□ Yes □ No	☐ Client doesn't know☐ Client prefers not to answer
		Client Name_	

Head of Household Name (if not Self)

ABODE CUSTOM HMIS ADULT CLIENT ENROLLMENT OCTOBER 2023

	substantially impair the client's ability to live independently?			☐ 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
	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]	
1)	Survivor of Domestic Violence		☐ Yes	
	Ask the client "Have you ever experienced domestic violence, dating violence, sexual stalking or other dangerous or life-threater conditions against you or a member of you including a child, that has happened in the you were living?"	assault, ning ur family,	□ No□ Client doesn't know□ Client prefers not to answer□ Data Not Collected	
	If the answer is "no", skip to "Monthly Cash Benefits" section.	Income –		
	If the answer is "yes", COMPLETE ques and 3.	tions 2		
2)	Most Recent Occurrence Ask the client "How long ago was your modexperience of domestic violence, dating visexual assault, stalking or other dangerouthreatening conditions?"	olence,	 □ Within the past three months □ Three to six months ago (excluding six n □ Six months to one year ago (excluding of □ One year ago or more □ Client doesn't know □ Client prefers not to answer □ Data Not Collected 	

Client Name_____

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?" MONTHLY INCOME – CASH BENEFITS [Head of H	☐ Yes ☐ No ☐ Client doesn't know ☐ Client prefers not to answer ☐ Data Not Collected Household and Adults only]
Current income from any source?	☐ Yes ☐ No ☐ Client doesn't know ☐ Client prefers not to answer
Is the client currently receiving any income from any source?	□ Data Not Collected
Specify the type(s) and amount(s) of income the client currently receives. Only regular, recurrent sources that are current today should be included. Income received for a minor (under 18 years old) member of the household (e.g., SSI) should be recorded with the HoH's information. DO NOT include income received by other adults (18 years and older) in the household; record their income on their Enrollment form.	□ Earned Income \$ □ Unemployment Insurance \$ □ Supplemental Security Income SSI \$ □ Social Security Disability Insurance SSDI \$ □ VA Service-Connected Disability Pension\$ □ VA Non-service connect disability pension \$ □ 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	dults only]
Currently receiving Non-Cash Benefits? Is the client currently receiving one of the non-cash benefits listed below?	☐ Yes ☐ No ☐ Client doesn't know ☐ Client prefers not to answer ☐ Data Not Collected
	☐ Supplemental Nutrition Assistance Program (SNAP)/Cal Fresh
	Client Name

Head of Household Name (if not Self)

If Yes, indicate all the non-cash benefits the client is	Special Supplemental Nutrition Program for Women, Infants, and Children (WIC)	
receiving:	☐ TANF/CALWORKS Childcare Services	
Only regular, recurrent sources that are current today should be included. Record non-cash benefits received	☐ TANF/CALWORKS Transportation Services	
by a minor member (under 18 years of age) of the	☐ Other TANF/CALWORKS-Funded Services	
household under the HoH's information.	☐ Other Non-Cash Benefit	
DO NOT include benefits received by other adults (18 years and older) in the household; record their benefits on their Enrollment form.	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	☐ Medicare	
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:	
CURRENT LIVING STITUATION ASSESSMENT - R SHELTER PROJECTS	EMINDER TO COMPLETE FOR STREET OUTREACH AND NIGHT-BY-NIGHT	
[Head of Household and Adults]		
In addition to the Universal Data Flements, attract as	streagh projects are expected to record every contact made with each alient	
In addition to the Universal Data Elements, street outreach projects are expected to record every contact made with each client (Adults and Head of Household only) in the HMIS via data element 4.12 Current Living Situation. A contact is defined as an interaction between a worker and a client designed to engage the client. Contacts include activities such as a conversation between a street outreach staff and client about the client's well-being or needs, an office visit to discuss their housing plan, or a referral to another community service where a conversation with the client occurred as the referral was being made. A Current Living Situation Assessment must be recorded in the HMIS anytime a client is met, including when a Date of Engagement (4.13) or Project Start Date (3.10) is recorded on the same day.		
	rent Living Situation if the interaction between the shelter personnel and ervices. A Current Living Situation for emergency shelter does not include	
	OF ALMA AND	
	Client Name	

Head of Household Name (if not Self)

activities of daily sheltering (e.g., bed registration, request for personal care items, dinner sign-up, meals, etc.), nor should it be redundant with data element 4.14 Bed-Night Date.

Please use the Standard Current Living Situation Assessment paper form and/or complete this assessment directly within the HMIS after a client's program enrollment into a street outreach program or night-by-night shelter.

Month Day Year
Homeless Situations 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 Institutional Situations 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 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, with ongoing housing subsidy Rental by client, with ongoing housing subsidy Owned by client, with ongoing housing subsidy Owned by client, with ongoing subsidy Owned by client, with ongoing subsidy Owned by client, properties not to answer Other Worker unable to determine Client doesn't know Client prefers not to answer Data Not Collected
□ GPD TIP housing subsidy □ VASH housing subsidy □ RRH or equivalent subsidy □ HCV voucher (tenant or project based) (not dedicated)

□ Rer □ Em □ Fan □ Fos □ Per	olic housing unit Intal by client, with other ongoing housing subsidy Intal by client, with other ongoing housing subsidy Intel ergency Housing Voucher (EHV) Inily Unification Program Voucher (FUP) Intel ergent to Independence Initiative (FYI) Intel ergent to Independence Initiative (FYI) Intel ergent to Independence Initiative (FYI) Intel ergent to Intel ergent t
IF THE CLIENT'S CURRENT LIVING SITUATION FALLS UNDER THE "INSTITUTIONAL," "TRANSITIONAL," OR "PERMANENT HOUSING SITUATIONS," YOU MUST ANSWER THE FOLLOWING QUESTIONS:	
1) Is the client going to have to leave their current living situation within 14 days?	☐ Yes ☐ No ☐ Client doesn't know ☐ Client prefers not to answer ☐ Data Not Collected
If "yes", also answer the following 4 questions:	
2) Has a subsequent residence been identified?	☐ Yes ☐ No ☐ Client doesn't know ☐ Client prefers not to answer ☐ Data Not Collected
3) Does individual or family have resources or support networks to obtain other permanent housing?	☐ Yes ☐ No ☐ Client doesn't know ☐ Client prefers not to answer ☐ Data Not Collected
4) Has the client had a lease or ownership interest in a permanent housing unit in the last 60 days?	☐ Yes ☐ No ☐ Client doesn't know ☐ Client prefers not to answer ☐ Data Not Collected
5) Has the client moved 2 or more times in the last 60 days?	☐ Yes ☐ No ☐ Client doesn't know ☐ Client prefers not to answer ☐ Data Not Collected
LOCATION DETAILS	
Additional Information as Needed:	
Client Name	
Head of Household Name (if not Self)	