NEVADA CMIS/HMIS HOUSING MOVE-IN DATE TRAINING AND OVERVIEW

Bitfocus

HOUSING MOVE-IN DATE │ 2017 CHANGE

WHAT'S CHANGED?

HUD's annual data standards changes in October 2017 included changes around Housing Move-in Date.

- Renamed from element 4.17: Residential Move-in Date to element 3.20: Housing Move-in Date

- ***BIG CHANGE***: Previously this element was collected only for rapid re-housing projects but, starting October 1 2017, Housing Move-in Date became required for all permanent housing projects. PH projects must discontinue the pre-entry method of housing and use the project start date and housing move-in date together instead.

HOUSING MOVE-IN DATE │ EXPLAINED

WHAT IS THE MOVE-IN DATE?

Housing Move-in Date is different from Project Enrollment Date!

As stated in the HUD HMIS Data Standards Manual, the Project Start Date is the date when the client was **enrolled (or admitted)** into the project, and the Housing Move-in Date is the date the client actually **moves in (becomes housed**).

PH projects may serve clients for some time before they actually move into a housing unit. Housing Move-in Date allows you to capture that work in HMIS by entering the Project Enrollment Date as soon as you start working with the client, and then adding in the Housing Move-in Date when they actually move into a housing unit.

HOUSING MOVE-IN DATE │ EXPLAINED (cont...)

WHAT IS THE MOVE-IN DATE?

Housing move-in must be completed for all PH clients who have moved into housing.

Move-in means a lease arrangement has been made, the client has a key or entry ability to the unit and the client has physically slept in the unit.

HOUSING MOVE-IN DATE | REQUIREMENTS

DOES MY PROJECT HAVE TO COLLECT THIS?

All types of permanent housing programs that enter data into HMIS are required to enter the exact move-in date that the household moves into the permanent housing (*which may or may not be different from the project start date*).

The types of projects required to enter the move-in date include:

YES

- ➤ Permanent Supportive Housing **(PSH)**
- ➤ Rapid Re-Housing **(RRH)**
- ➤ any other type of facility-based, scattered site, and/or voucher-related Permanent Housing **(PH)**.

Bitfocus

HOUSING MOVE-IN DATE │ HMIS INTAKE

WHEN DO I ENTER THE MOVE-IN DATE?

When the client or household moves into any type of permanent housing, regardless of funding source or whether the project is providing the rental assistance, the agency must enter the Housing Move-In Date (even if that date is the same as the Project Start date).

Clients who are receiving pre-housing services through a PH project but who ultimately do not move in should be exited from the PH project to the appropriate destination with no move-in date entered.

Bitfocus

HOUSING MOVE-IN DATE │ HMIS INTAKE (cont...)

WHERE DO I ENTER THE MOVE-IN DATE?

Enter the move-in date on whichever screen makes the most sense depending on the stage you're at when working with the household:

- Entry screen
- Status or Annual Update screen
- Exit screen

Housing Move-in date can be entered on the enrollment screen if you know the move-in date when you enter the enrollment, otherwise you can complete a status update when the client moves in, or you can enter the Housing Move-in Date on the exit screen when the client leaves the program.

WHERE DO I ENTER THE MOVE-IN DATE?

Enroll Program for client Tauri Test

Project Start Date	__/__/____
Jurisdiction	Select
Is the Client an Adult or Head of Household?	Yes (Automatically Generated Response)
Is the Program Type a Permanent Housing Program Type?	Yes (Automatically Generated Response)

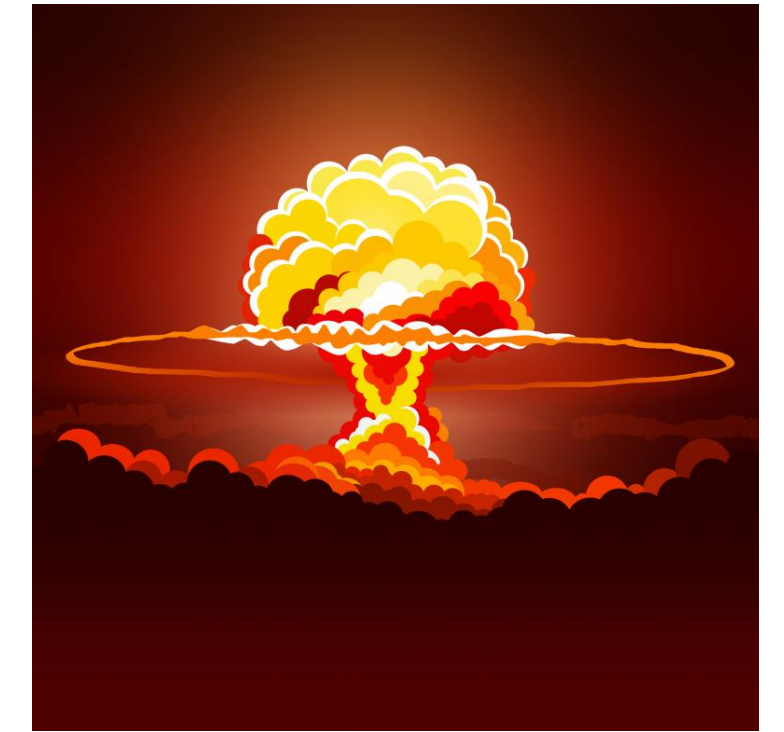COMPLETE HOUSING MOVE-IN DATE WHEN CLIENT MOVES INTO A PERMANENT HOUSING UNIT

Housing Move-In Date	__/__/____

Bitfocus

WHAT IF I'M HOUSING A FAMILY?

You will enter the move-in date for **Head of Household (HoH) only** when you are working with a family and have enrolled the family members in HMIS.

Bitfocus

HOUSING MOVE-IN DATE | IMPACT

WHAT HAPPENS IF I DON'T ENTER MOVE-IN DATES?

The move-in date is used in reports to HUD to **differentiate the households that are enrolled in Permanent Housing projects but are still literally homeless** (in emergency shelter, Safe Haven, transitional housing or on the street).

Housing move-in timeliness and accuracy will impact project and system performance outcomes for reports such as:

- Point-in-Time counts (PIT)
- System Performance Measures
- other federally mandated reports that collect project outcomes

- Housing Inventory Counts (HIC)
- Annual Performance Report (APR)

HUD specifications for these reports stipulate that households who do not have a valid move-in date must be excluded from counts of persons in permanent housing.

Without a move-in date, your housed clients will still be considered homeless!

HOUSING MOVE-IN DATE | DATA QUALITY REVIEW

WHICH REPORT CAN I USE TO REVIEW MOVE-IN DATES?

The **[GNRL-220] Program Details Report** in HMIS provides a spreadsheet containing all profile and enrollment data, which includes the Housing Move-In Date field. You can run the report for one program or multiple programs, and you can choose to see data from entry screens, annual/status update screens, and/or exit screens (one tab for each).

The report is located under the **Program Based Reports** section of the HMIS Report Library.

HOUSING MOVE-IN DATE | SUMMARY

- Permanent Housing projects participating in HMIS must enter the housing move-in date for heads of household as soon as they move in to permanent housing

- Indicates the date the client actually moved in, regardless of when services started

- May or may not be the same as Project Start Date

- Can be entered at entry, update or exit

- There may be **no more than one** housing move-in date per project stay

SOLUTIONS TO COMMON SCENARIOS

QUESTIONS?

THANK YOU FOR LISTENING

FOR MORE INFORMATION ...

- [2017 HUD Data Standards Manual](#)

- [2017 HUD CoC HMIS Program Manual](#)

- [Bitfocus Help Doc: 2017 Data Standard Changes](#)

- Bitfocus Support: 702-614-6690 ext. 2 / nevada@bitfocus.com

Bitfocus