

Aug 2018 Agency Admin Meeting

Date: Thursday, August 2nd, 2018
 Time: 2:30 – 3:30PM
 Place: Sobrato Conference Center, Milpitas
 600 Valley Way, Room 1
 Milpitas, CA 95035

Data Literacy Institute, HMIS Starter Kit 1:30 – 2:30

Slides from the presentation are here:



Link to the handout

HMIS Agency Admin Meeting 2:30 – 3:30

Slides from the meeting can be found here:



Please use this link to download slide deck if desired.

Link to the July newsletter

Agenda

- CoC / Coordinated Assessment / UPLIFT Updates
 - Coordinated Assessment Reminders and Updates
 - HMIS Newsletter
 - System Performance Measures (SPM) Results
 - CDQI: Longitudinal System Analysis (LSA) Report

CoC / Coordinated Assessment / UPLIFT Updates

Coordinated Assessment Reminders and Updates

We are in the middle of federal and local competition for NOFA

There will be a public meeting on Aug 29th to talk about prioritization, before submitting consolidated application to HUD in September.

HUD CE Data Elements Discussion

HUD has released some proposed data elements for the Coordinated Entry process that include HMIS data collection requirements and recommended reports.

Communities have the opportunity to provide feedback to HUD by Oct 1.

OSH would like to review the proposed feedback with agencies and gather feedback to submit to HUD. This discussion will take place during the Coordinated Assessment Work Group on Thurs, Sept 13 from 1-2:30pm. Location: The Health Trust, 3180 Newberry Dr, Unit 200, San Jose, CA 95118.

Please send an agency representative to this meeting who is familiar with the CE process and HMIS data collection!

Coordinated Assessment FAQs Available

The following FAQs are now available:

- FAQ for Providers who Administer the VI-SPDAT
- FAQ for Service Providers who do not Administer the VI-SPDAT
- VI-SPDAT Follow-Up Handout (to be given to the client after conducting the VI-SPDAT)

The FAQs were developed by the Coordinated Assessment Work Group to help answer common questions about the Coordinated Assessment process.

FAQs Available on OSH and HMIS Websites:

SCC HMIS Site:

- Go to <http://scc.hmis.cz>
- Click on Training -> Coordinated Entry Toolkit

- See "Resources" section

OSH Site:

- Go to <https://www.sccgov.org/sites/osh/>
- Click on Continuum of Care -> Coordinated Assessment
- See "Coordinated Assessment Documents" section

Reminder: Automatic Removal from Community Queue Now Active

If a client exits a program and their exit destination is permanent housing

OR

They are in RRH or PSH and a Housing Move-In Date is entered, then...

...the client will be removed from the Community Queue.

Users will see a confirmation notice – they must click "OK" to save their data!

UPLIFT

448 Passes are left, first come first served

HMIS Newsletter

Will be sent out monthly to all HMIS users

July 2018 Newsletter included:

- Data Literacy Institute
- Data Quality Lab – Getting Services Right
- Permanent Housing/Community Queue Cross Check
- Report Spotlight: APR
- Bitfocus is Hiring!
- Upcoming Events

Web link to the newsletter will available in the Agency Admin meeting minutes

We are looking for stories to include in future newsletters. Stories of success, of how agencies are using HMIS data in an interesting way, or have found a handy way to enter/track HMIS data. Let us know if your agency should be featured!

System Performance Measures (SPM) Results

System Performance Measure Submission

The report was submitted on 6/4, and covered:

- Data Quality for 10/1/2016 – 9/30/2017
 - Includes five project types: ES/SH/TH (reported as a combined group), RRH, and PSH
 - Focuses on adults and heads of household – age is the only demographic reported for non-heads of household under 18
 - Report includes data on demographics, length of time homeless, information on specific populations such as veterans and chronically homeless persons, housing outcomes
- Includes not just the federal fiscal year, but includes some historic data prior to the FY as well

The LSA is a much larger report than the AHAR and requires the upload of a csv file instead of manually entering the data (for example, one table in the LSA is about 4 times the size of the entire AHAR report)

- SPM results for 10/1/2016 – 9/30/2017

Data Quality

Data quality has been improving year after year for almost all program types.

For 2016-17, data quality improved for PSH/OPH, RRH, and stayed about the same for ES/SH. There was a slight increase for TH and SO (Street Outreach).

System Performance Measures

- Length of Time Persons Remain Homeless
- Returns to Homelessness within 6 to 12 months
- Number of Homeless Persons
- Employment and Income Growth
- Number of Persons who become Homeless for the First Time
- N/A
- Successful Placement in or Retention of Permanent Housing

Key Takeaways

- Increase in clients served compared to last year
- Logic changed for some SPM measures since last year
- Data quality matters – Housing Move-In Date being included in multiple measures, income changes (no matter how small) affects outcomes
- Program set-up (project type, funding source) affects outcomes
- Standardizing workflow matters (e.g. how long to wait before exiting clients for Street Outreach programs) affects outcomes – will be working on this in future

CDQI: Longitudinal System Analysis (LSA) Report

LSA Background

In the past, CoCs would submit the Annual Homeless Assessment Report (AHAR) on an annual basis. The AHAR is a national-level report that provides information about homeless service providers and people and households experiencing homelessness. It informs strategic planning for federal, state, and local initiatives designed to prevent and end homelessness.

This year, HUD has redesigned the AHAR report and replaced it with the Longitudinal System Analysis (LSA) report. The LSA will be due in late Nov / early Dec and cover the federal fiscal year of 10/1/17 – 9/30/18.

Over the next few months, we will be asking agencies to review their data to prepare for the LSA.

LSA Overview

- Includes five project types: ES/SH/TH (reported as a combined group), RRH, and PSH
- Focuses on adults and heads of household – age is the only demographic reported for non-heads of household under 18
- Report includes data on demographics, length of time homeless, information on specific populations such as veterans and chronically homeless persons, housing outcomes
- Includes not just the federal fiscal year, but includes some historic data prior to the FY as well
- The LSA is a much larger report than the AHAR and requires the upload of a csv file instead of manually entering the data (for example, one table in the LSA is about 4 times the size of the entire AHAR report)

This Month, Continued Focus On: Project Inventory

Let Bitfocus know if:

There have been any changes to your **bed / unit inventory** since the HIC/PIT (or your last update):

- What the new bed inventory is
- What was the date of the inventory change

Any programs ended or started:

- If the program ended, the end date (please make sure all clients are exited from the program!)
- If the program started, please fill out the Program Request Form (<http://scc.hmis.cz/client-forms/>)

This Month, Continued Focus On:

- Household Review
- Move-In Date for PSH and RRH projects
- Exit Destination
- Income

This review will help both the System Performance Measures and LSA for the year covering 10/1/17 to 9/30/2018

Additional Notes

Bitfocus is preparing to send specific data quality reports to Agency Administrators, in preparation for the LSA. Please look out for these requests via email this month!

Households Review

Run the [GNRL-106] Program Roster for the period of 10/1/17 to 6/30/18

Review the household groups:

- If you notice that clients are missing, add them to the household.
- If clients should be grouped together, contact the Help Desk

Housing Move-In Date

Run the [GNRL-106] Program Roster for the period of 10/1/17 to 6/30/18

For PSH and RRH programs, check the Housing Move-In Date

- If household moved into housing and the Housing Move-In Date is 'undefined', the Housing Move-In Date needs to be added
- If the Housing Move-In date is not accurate (e.g. is before the program start date), it should be updated

Destination and Income

- Run the [HUD-225] HMIS Data Quality Report for your programs
- Review Q4 (Destination and Income)

Destination: What to look for

Issue:

On the Program End screen, "Destination" is:

- Client doesn't know
- Client refused
- No exit interview completed
- Data not collected
- Missing

How to fix:

If the client's exit destination is known, update the "Destination" on the Program End screen

Income at Entry/Exit: What to look for

Possible Issues:

1. "Income from Any Source" is:

- Client doesn't know
- Client refused
- Data not collected
- Missing

OR

2. "Income from Any Source" is Yes, but no specific income sources are checked

How to fix:

- On the Enrollment or End screens, update "Income from Any Source" question
 - If a client does receive income, make sure to report the type of income (and the amount)

Income at Annual Assessment

Possible Issues:

Same issues as Income at Entry or Income at Exit

OR

Annual Assessment is not entered correctly

How to fix Annual Assessment:

- If the client has been in the program for more than a year, make sure an Annual Assessment was completed
 - Make sure Annual Assessment is dated within 30 days before / after the anniversary of program entry

Next Month's Meeting Time and Location

Next Agency Admin Meeting: Thurs, Sept 6 from 1:30-3:30pm

At our regular meeting location: Sobrato Conference Center, Milpitas
 600 Valley Way, Room 1
 Milpitas, CA 95035

The first hour of the meeting will be a Data Literacy Institute session for Agency Managers. Please feel free to invite anyone who may be interested to attend!

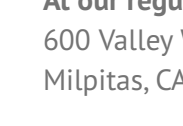
Dates and locations for 2018 continuums are listed on the OSH website:

<https://www.sccgov.org/sites/osh/continuumofcare/osh-events/pages/home.aspx>

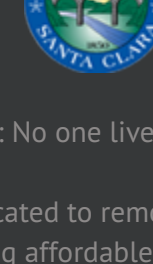

By Jenn Ong | August 8th, 2018 | Blog, Uncategorized | Comments Off on Aug 2018 Agency Admin Meeting

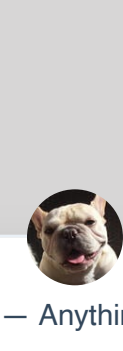
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About the Author: Jenn Ong



Comments are closed.

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 Hello! – Anything I can do to help? Just let me know.