

## Oct 2016 Agency Admin Meeting

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### Oct 2016 Agency Admin Meeting

**Date:** Thursday, October 6, 2016

**Time:** 1:30 – 3:30PM

**Place:** Sobrato Conference Center, Milpitas

600 Valley Way, Room 1

Milpitas, CA 95035

Slides from the meeting can be found here:



Please use this link to download slide deck if desired.

#### Agenda

1. Celebrating 1 Year with Clarity!
2. CoC/Coordinated Entry/UPLIFT Updates
3. AHAR Reporting has begun: What to expect over the next few weeks
4. Discussion of new HUD Data Standards that took effect 10/1/16
5. Review of Changes to Clarity (not-related to Data Standards)
  - Updates to the Assessment Tab, history of assessments
  - Modified Intake of Date of Birth and Age Calculation
6. Continuous Data Quality Improvement Process: We're off and running!

#### AHAR

- Annual HUD report to Congress about Homelessness
  - AHAR is mandated by Congress, reporting on status of homelessness in the country
  - National statistics on homelessness
  - Used by Congress for congressional appropriations for funding for homeless programs
  - Data break outs include individuals, families, veterans, prior living situation, length of stay, etc...
- Point in Time Count, Housing Inventory Chart
- Bitfocus has done a lot of work on data quality, but there will be a review of data in the system
  - Bitfocus will contact if data clarification or corrections needed

*"What we learn with pleasure we never forget."*

*Alfred Mercier*

#### Announcements >>

[Click Here to Access the Santa Clara County CoC Continuous Data Quality Improvement Process](#)

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- Bitfocus will be reviewing draft AHAR reports, including TH and PSH
- Bitfocus will also analyze data quality, compared to prior years, or other anomalous data (timeliness, current data, null data, data not collected, data refused, client doesn't know in excess of 5% threshold)
- Clarity report – if agencies want to see their own data
  - For Transitional & Housing Programs use: [HUDX-202] Program Based Annual Homeless Assessment Report [AHAR]
  - Shelters use [HUDX104]
  - There is a separate reports for shelters. Make sure to run the correct report!
  - Reporting period 10/01/15 – 09/30/16

#### **NEW HUD DATA STANDARDS**

- HUD released an update to the HMIS Data Standards – new Standards took effect on October 1, 2016
  - As of 10/03, new questions are now in Clarity
  - As of 10/09, the CSV 4.1 report is going offline
  - As of 10/10, old dropdowns will be removed, adjustments to PATH/RHY service and referral categories will be made, CSV 5.1 online
- New forms online on SCC HMIS site (scc.hmis.cc/client-forms)
  - Not required to use, but available
- Double check new client enrollments on 10/01-10/02, and make sure to update as needed
- Don't need to go in and back data active clients, However, next time you work on a client's program enrollment, double check:
  - Living Situation for accuracy
  - Update Disabling Condition for children
- Key highlights for changes
  - Gender
  - Disabling Condition for children
  - Health Insurance
  - Living Situation
    - Updated workflow in Clarity; auto populates required questions based on Type of Residence
    - If you use paper form, some data will not be needed in Clarity, based on enrollment type
  - Program specific changes for RRH, SSVF, PATH, and RHY programs
    - Agencies have already been contacted, but if contact Bitfocus with questions

#### **CHANGES TO CLARITY – Feature updates**

- Assessment Tab
  - Assessment History section are now color coded for VI-SPDAT types
  - Eligibility button
- Modified Intake of DOB and age calculation
  - Quality of DOB now listed first, followed by DOB

#### **CONTINUOUS DATA QUALITY IMPROVEMENT**

- Detailed at last month's Work Group meeting
  - Process details posted on scc.hmis.cc website in Announcements side bar
- Key highlights
  - Data Quality – missing values is only a part of data quality. Data Completeness and Data Quality are both important (e.g. name value is there AND name is spelled correctly)
  - Process outlines Roles & Responsibilities for Bitfocus and Agencies/Agency Admins
  - Agencies and staff should conduct quarterly data quality evaluations; recommended reports to run and evaluate:
    - HUDX-120
    - DQXX-110
    - DQXX-103
    - DQXX-102
    - DQXX-105
  - Reports can identify problem areas



By Jenn Ong | October 14th, 2016 | Blog, Uncategorized | Comments Off on Oct 2016 Agency Admin Meeting

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## About the Author: Jenn Ong



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OUR VISION: No one lives outside.

We are dedicated to removing barriers and providing affordable housing to ensure the economic self-sufficiency of all persons in Santa Clara County.

Homelessness ends when everyone has a home.

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