

WELCOME!

Agency Admin. Meeting
Thursday, February 6th, 2020

GETTING TO KNOW YOU

If you could live anywhere, where would it be?

AGENDA

- COC|Coordinated Assessment|UPLIFT Updates
- HMIS Newsletter
- Special Guest Speaker: Bill Wilson Center - Laura Foster, LCSW
Division Director of Housing
- Housing Inventory Count (HIC)/ Point In Time (PIT)
- HMIS User Survey
- SCC Agency Admin. Attendance Policy
- Recommended Resources
- Reminders



CoC|Coordinated Assessment|UPLIFT Updates

- As of 2/5/2020- There are 161(One-Hundred Sixty-one) Jan-Mar'20 quarter stickers left for this quarter.
- Pooled-Sticker period has started (2/1/2020). All remaining stickers will be offered to all Agencies, first comes first served.
 - Please do NOT pre-date or back-date the referral. Enter the date as you are physically in front of the computer to enter or update our clients' information.
 - For request unfulfilled from the 1st month allocation limit - Please follow step by step instructions starting on page 16 of [UPLIFT User Handbook](#).
 - If you received an email for Allocation Limit, please do the following to complete your UPLIFT requests:
 - If you request for an UPLIFT Pass via New Enrollment
 - Update your client's UPLIFT Program Enrollment date to or after 2/1/2020
 - If you request for UPLIFT Pass via Status Assessment
 - Update your Client's UPLIFT Status assessment date to on or after 2/1/2020

- **Replacement period has started (2/1/2020). Please do NOT pre-date or back-date the referral.**
- Please follow step by step instructions starting on page 19 of the [User Handbook](#).
- Please remember to email UPLIFT@hhs.sccgov.org the reason(s) for a replacement request or it won't be processed.
- Bad Example email detailing reason client lost badge:
- "Hello, Client, HMIS# ABCDEFG lost their badge and needs a replacement thank you"
- Good Example email detailing reason client lost badge:
- "Client, HMIS# ABCDEFG came to the office stating that his bus pass was stolen on MMDD. He is currently homeless and stated that he got really tired and fell asleep in the park and when he woke up his belongings were stolen including his bus pass. He and I explored different options including getting him a lanyard or a badge holder to prevent re-occurrence."
- **Last day of the Jan-Mar'20 quarter is March 12, 2020. Apr-Jun'20 Quarter begins March 13th.**
- **Reminder to all providers: Before making your request, check your client's most recent (latest start date/signed) HMIS ROI (Release of Information) to ensure it is valid and that you are not entering any data the client did not consent for.**
- Remember to email the UPLIFT email address, once a correction is made to prevent delays



HMIS Newsletter

HMIS NEWSLETTER



Santa Clara HMIS News, January 2020

Welcome to the Santa Clara County HMIS Newsletter! In this edition you'll find the following:

- [Preparing Your HMIS Data for the Point-in-Time Count](#)
- [New Education History and College Enrollment Questions In HMIS](#)
- [See More Assigned Staff in HMIS](#)
- [Report Spotlight: Review Your Data for the Point in Time Count](#)
- [Upcoming Events](#)



Special Guest Speaker
Laura Foster, LCSW
Division Director of Housing

SPECIAL GUEST SPEAKER



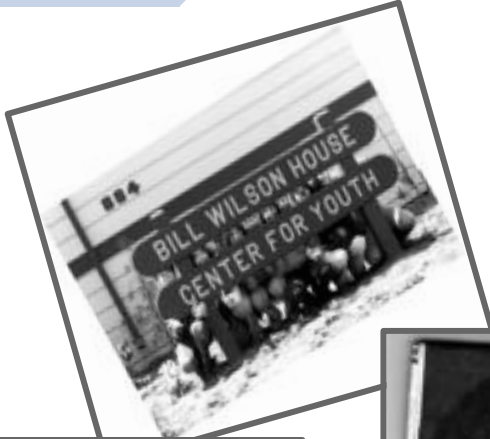
Mission

Bill Wilson Center supports and strengthens the community by serving youth and families through counseling, housing, education, and advocacy.

Vision

We are working to prevent poverty in the next generation by connecting youth and families to education, employment, housing and positive relationships. We are working toward ending youth and family homelessness.

- Founded in 1973
- Serving Families, Youth and Young Adults



- Drop In Center
- Rapid-Rehousing
- Peacock Commons
- Homeless Prevention Services
- Mental Health Programs
- Family Advocacy Services
- Centre for Living with Dying
- Independent Living Skills Program (ILP)
- Volunteer Program
- Emergency Shelters
- Transitional Housing
- Contact Centers

Bill Wilson Center Programs

Emergency Shelters

- **Safety Net Shelter**
 - Youth Ages 11 to 17
 - 20 Beds
- **Young Adult Shelter**
 - Single Young Adults 18-24
 - 10 Beds
- **Family Shelter**
 - One HH member between 18-24
 - 4 Families



Drop-In Center



Housing Programs

- **Rapid Re-Housing**
 - Referrals from Community Queue
 - Families and Young Adults
- **Homeless Prevention Services**
 - People at risk of homelessness in San Jose
 - For households that are Extremely Low Income

Transitional Housing Sites



Permanent Housing Peacock Commons



Counseling Services

- Transition Age Youth Mental health Services
- Youth & Family Mental Health Services
- School Outreach Counseling
- Center for Living with Dying
- Critical Incident Stress Management
- Contact Cares
- Parent Child Interactive Therapy

Volunteer Opportunities



Questions?

Thank you!

Main Intake Line: (408) 243.0222

www.billwilsoncenter.org



Housing Inventory Count (HIC)/Point in Time (PIT)

HIC/PIT

The Housing Inventory Count (HIC) is conducted annually in late January. This year, it was on Tues, **Jan 28th**.

Report is on shelter and housing programs (ES, TH, RRH, PSH), including non-participating HMIS programs (e.g. DV programs) and includes:

- Bed/unit capacity
- Federal funding source
- HMIS participation
- Location (geocode and address)
- Other project details
- Utilization rate based on clients in shelter/housing during one night in January (point-in-time count)

HIC/PIT

All Shelter and Housing projects will need to report the actual number of clients served on one night in January. Information will be used to calculate Utilization Rates for each project

- PSH, RRH, and OPH (Other Permanent Housing) Projects will be based on clients housed
- RRH bed/unit inventory will be based on housed clients

How you can prepare

- Run the [GNRL-106] Program Roster and review the list of active clients
 - Exit clients who are no longer in the project
 - Enroll clients who are not yet in HMIS
- RRH and PSH projects - Fill out the Housing Move-In Date for your housed clients
 - Housing Move-In Date should always be on or after the Project Start Date (if the client was housed at entry, use the Project Start Date)

HIC/PIT

The Point In Time (PIT) Count is conducted annually in late January, on the same day as the HIC

The report includes sheltered clients (ES, TH, Safe Haven), including clients in non-participating HMIS programs (e.g. DV programs):

- Number of households and clients served the night of the PIT
- Number of children, adults aged 18-24, adults over 24
- Race, Ethnicity, Gender, Chronic Homelessness
- Substance Abuse, Mental Illness, DV, HIV/AIDS

Information is broken out by both household type as well as specific demographics (Veterans, Parenting Youth, Unaccompanied Youth)

HIC/PIT

For clients in your Emergency Shelter, Transitional Housing, or Safe Haven programs on the night of the PIT:

Make sure the household and client counts are accurate (i.e. if you run a Program Roster report for that day, it matches how many households/clients were actually there the night of the PIT)

For all clients served on Tues Jan 28th, review:

- Date of Birth
- Race
- Ethnicity
- Gender
- Veteran Status (for adults)
- Mental Health Problem
- Substance Abuse Problem
- Domestic Violence Victim/Survivor
- Living Situation section (for Chronic Homelessness)

HIC/PIT

After Feb 10th Bitfocus will run data for the number of clients served the night of **Tues, Jan 28**.

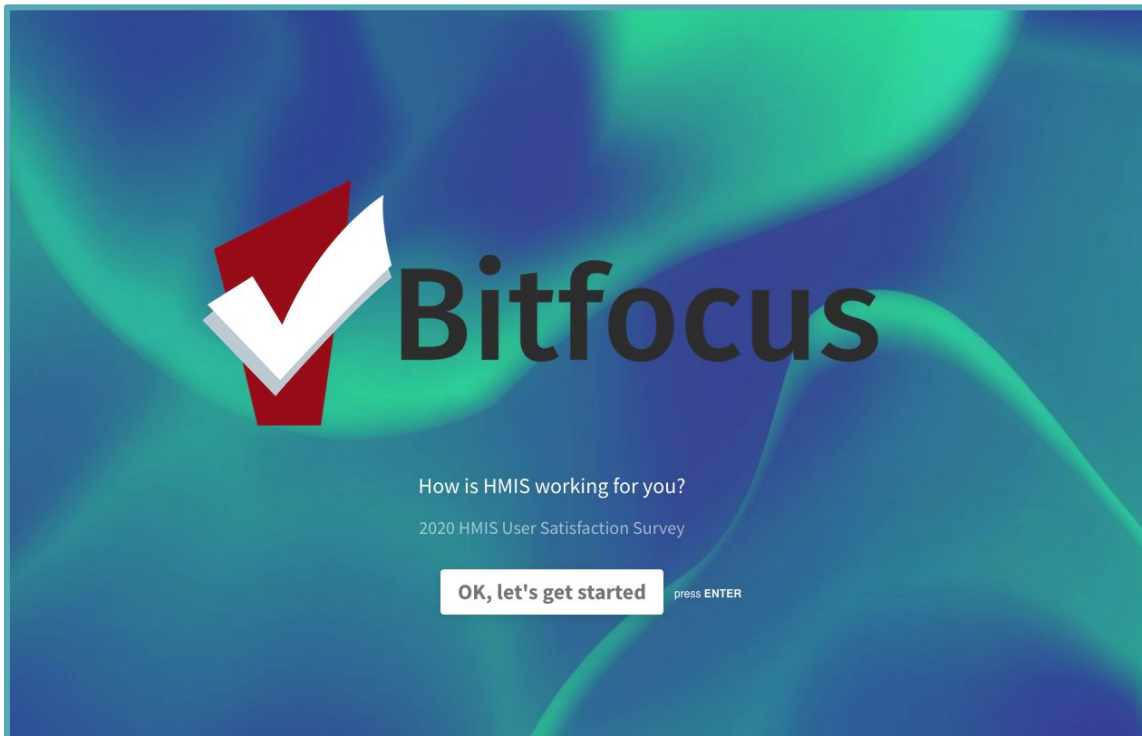
We will send this out with a list of housing and shelter programs that we previously reported to HUD

- **Inventory information:** Please do a review and confirm the information
 - Let us know if any new housing or shelter programs have come online during calendar year 2019
 - Similarly, let us know if any programs on our list have stopped operating during calendar year 2019
- **Client data:** Please review data for the number of clients served the night of Tues, Jan 28 and let us know if the numbers do not look accurate



HMIS User Survey

HMIS USER SURVEY



HMIS USER SURVEY

We want to hear your feedback!

Tomorrow, a survey link will be sent out to all HMIS users. The survey asks about data quality, ease of use of Clarity, and Help Desk/System Administration support. It is a short 11 question survey that should take 5 minutes or less to complete.

The survey will be open until Friday, March 6th, 2020.

HMIS USER SURVEY

How to Access the User Satisfaction Survey

- An email will be sent out to all HMIS users with a link to the survey **or**
- [Click here to be redirected to the Survey](#)
- Thanks in advance for participating!



SCC Agency Admin. Attendance Policy

SCC AGENCY ADMIN. ATTENDANCE POLICY

What to Expect:

- Required 7/11 In-Person Meetings beginning every January (calendar year)
- First Warning will be probationary status with a requirement to attend all 7/11 meetings in the following year
- If continued missed attendance OSH will take disciplinary action
 - ▶ Discontinued Partner Agency Status

Agency Administrators Meeting Attendance Policy

The purpose of this document is to state the roles and responsibilities of attending the Agency Administrators Meeting (Agency Admin. Meeting) and the newly instituted requirement of attending seven out of eleven in-person meetings. As stated in Santa Clara County's HMIS Partner Agency Agreement "...the Agency will designate a staff member to attend SCC HMIS Agency Administrators meetings regularly, and the Agency understands that Bifocus, as the agent of County, will be responsible for coordinating SCC HMIS Agency Administrator activities subject to the direction of the County as the HMIS Lead." [\(Section II, Data Entry and/or use, Item 1 page 5\)](#)

Once an Agency Administrator is identified, the expectation is that he/or she will be a representative for the Agency and will be able to speak on behalf of the agency on issues and/or topics being discussed, as well as concerns an agency may have as it relates to the use of HMIS. Please note a representative can be identified to attend who is not an Agency Administrator but should be an active user of HMIS.

The objective of the Agency Admin. Meeting is to provide Agency Administrators with information as it pertains to the use and administration of HMIS which includes data collection and quality, as well as important changes to HMIS that may impact day to day tasks as they relate to data collection and entry of client information. Additionally, the meeting is an opportunity to discuss CoC, HUD, or other policy updates and the impact these may have on any given agency and/or program. Furthermore, the meetings provide a venue in which leads can openly discuss questions among their peers, but also share ideas on improvement to HMIS itself.

To ensure the objectives of the meeting are met, last year in September we instituted the required seven out of eleven (7/11) in-person attendance requirement. Moving forward attendance will be monitored starting in January (calendar year). Attendance is monitored through the use of a sign-in sheet. Agencies that do not send the Agency Administrator or a designated representative to meet the 7/11 requirement will be placed on probationary status; this means the Agency will be given the opportunity in the upcoming year to ensure attendance requirements are fully met. If there is continual missed attendance, OSH will be obligated to take disciplinary action up to and including discontinuing partner agency status. A representative from OSH will do further follow-up. It is the expectation that Agency Administrators will make efforts to attend the Agency Admin. Meetings and that further action will not be required.

For further inquiry, please contact sccc-admin@bifocus.com.

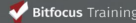
Rev. Jan-2020

Agency Admin. Meeting Attendance Policy





Recommended Resources



Clarity Human Services: Frequently Asked Questions - System Administration Communities

We created videos related to frequently asked questions This collection of videos serves as a resource for the customer first.

REGISTER | FREE

Already registered? [Sign In](#)

[Facebook Share](#) [Twitter](#)

About this course

Welcome,

We're excited to offer this course! Our sole intent in offering this course is to get you answers quickly, efficiently, and in a way that is easy to learn. Here we answer questions that would typically result in a ticket through our Help Desk. We find that offering these resources ad hoc gives our users the ability to find answers quickly.

Warmest regards,

The Bitfocus Training team

Curriculum

- Re-Activating a Program and Providing Services**
 - Re-Activating a Program and Providing Services: Video
 - Resources
- Adding a Group Member to a Program**
 - Adding a Group Member to a Program
 - Resources
- Subscribing to the Calendar - Including Outlook and Google Linking**
 - Subscribing to the Calendar - Including Outlook and Google Linking: Video
 - Resources
- Personal Account Settings**
 - Personal Account Settings
 - Resources
- Deleting a Program Enrollment**
 - Deleting a Program Enrollment
 - Resources
- Switching Agencies to View Your Caseload**
 - Switching Agencies to View Your Caseload
 - Resources
- Deleting a Client Service**
 - Deleting a Client Service
 - Resources
- Setting a Client's Relationship to HoH in an Enrollment**
 - Setting a Client's Relationship to HoH in an Enrollment
 - Resources

RECOMMENDED RESOURCES

Coordinated Assessments and Referral Results

FILTERS Agency Creating Assessment is any value Assessment Date Range is any time

22,475
Client Received an Assessment

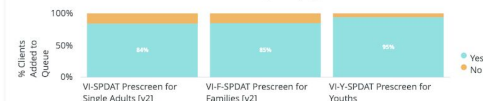
Clients Received an Assessment

By Assessment Type

Assessment Type	Number of Clients	% of Clients
VI-SPDAT Prescreen for Single Adults	18,273	81.3%
VI-F-SPDAT Prescreen for Families	3,387	15.1%
VI-Y-SPDAT Prescreen for Youths	1,517	6.7%
ID-VI-SPDAT	144	0.6%

Totals 22,475 100.0%

Clients Added to the Queue by Type



19,018
Clients Added to the Queue

Completed Referral Reasons

Reason Referral Completed	Number of Clients
Referral Connected to Enrollment	1,829
Automated Removal: Housed with Community Inventory	1,609
Other:	
Self Resolved:	34
Self Resolved: Rental By Client	31
Self Resolved: Housed with Community Inventory - Not...	19
Whereabouts Unknown: No Contact In 90 Days	19
Self Resolved: Housed with RRH - Not with CE	11
Self Resolved: Permanently Living with Family/Friends	6
Reassessed: As A Single	5
Totals	3,520

Denied Referrals Reason

Denied Reason	Number of Clients
1 Other	670
2 Client did not show up or call	529
3 Client could not be located	466
4 Lack of Eligibility	428
5 Self Resolved - Client Housed	338
6 Client refused services	162
7 Referral time expired	125
8 Client out of jurisdiction	67
9 Needs could not be met by program	52
10 Client currently incarcerated	50
Totals	2,824

3,520
Queue Referrals Completed

2,824
Queue Referrals Denied

Clients Received an Assessment

By Intervention Level

Interven...	Number of Clients	% of Clie...
Rapid Reh...	12,180	54.2%
Permanen...	10,170	45.3%
Minimal in...	4,184	18.6%

Totals 22,475 100.0%

Program Types Enrolled In

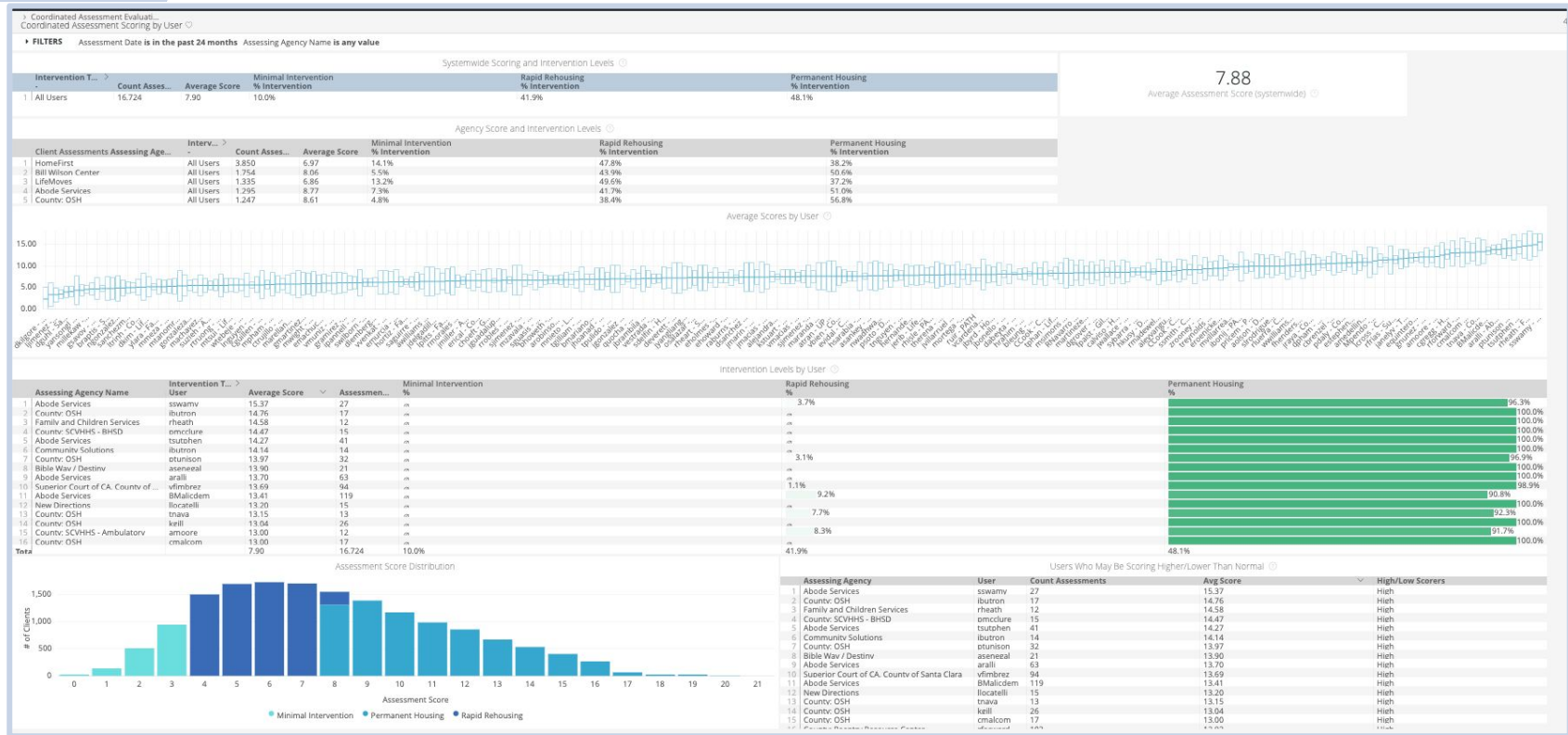
Project Type Code	Number of Clients
Street Outreach	752
PH - Rapid Re-Housing	651
Services Only	315
Transitional Housing	76
PH - Permanent Supportive Housing (disability required)	18
Emergency Shelter	1

Totals 1,796

2,357
Queue Referrals With a Housing Outcome

This includes any referral with a direct connection to a PSH or RRH enrollment. Or completed referrals with a reason of "Self Resolved" or "Housed with Community Inventory."

RECOMMENDED RESOURCES



Coordinated Assessment Data Quality Dashboard

Referrals (moved from Coordinated Assessment)											
Assessing Agency	Agency Name	Client Assessments User Creating	Clients Client Full Name	Clients Unique Identifier	Client Assessments Assessment Date	Client Assessments Assessment Score	Client Referral Status	Ever on Queue	Client Referral Status Is client currently on queue?	Referrals Count	
1	Mission Possible	davinw	Antonio Zambrano	AE380027D	2020-01-22		4	No	No	0	
2	County: SCVHHS - Ambulatory	maranda	Cynthia Yanez	85308A62B	2020-01-22		12	No	No	0	
3	County: SCVHHS - Ambulatory	jraya	Steve Sarquis	1829ABD5F	2020-01-21		7	No	No	0	
4	UPLIFT	jdickinson	Kristen Evans	1FC66DFFA	2020-01-17		9	No	No	0	
5	County: SCVHHS - Ambulatory	mvillarreal	Kevin Murphy	09B45D40E	2020-01-17		8	No	No	0	
6	LifeMoves	mnieto	Martin Ross	A1DCD364D	2020-01-17		7	No	No	0	
7	Mission Possible	lajewelj	Michael Zimmerman	0FD701AD1	2020-01-17		12	No	No	0	
8	LifeMoves	sguasis	Victoria Harris	575870845	2020-01-17		4	No	No	0	
9	HomeFirst	jjirrueta	Nakia Kall	5B8565FFA	2020-01-16		4	No	No	0	
10	LifeMoves	jguadalupe	Miguel Fuentes	F3C9E8ACF	2020-01-16		10	No	No	0	

SCC Coordinated Entry Data Quality- Accompanied Children w/ VI-F-SPDATs (moved from Coordinated Assessment)

Unique Identifier	Client Full Name	Global Household - Head of Household (HoH)	Age at Assessment	Assessment Name	Added Date	Assessment Date	User Creating	Name and Phone Number of Staff Completing the VI-SPDAT	Assessment Score
1	SADAAD56E	Litzy Mejia	No	18 Vi-F-SPDAT Prescreen for Families (V2) with SCC local questions	2020-01-17	2020-01-17	lcross	Lindsay Cross 408-272-6064	13
2	8BEBD8ABE	Zieanna Perez	No	18 Vi-F-SPDAT Prescreen for Families (V2) with SCC local questions	2020-01-03	2019-12-30	lpitts	Londyn Pitts/vn408-516-5109	4
3	09A54F1C1	Joel Menchaca	No	10 Vi-F-SPDAT Prescreen for Families (V2) with SCC local questions	2019-12-17	2019-12-17	rmorales	Rosario Morales	5
4	D78227C3B	Estefani Garcia	No	9 Vi-F-SPDAT Prescreen for Families (V2) with SCC local questions	2019-11-13	2019-11-13	janelylv	Janely Velez 408-961-9881	13
5	B977A1023	Jessejo Mendoza	No	4 Vi-F-SPDAT Prescreen for Families (V2) with SCC local questions	2019-10-09	2019-10-01	mtanomrat	Marissa Tanomrat/vn408-817-0441	5
6	52ACA370C	Hannable Phillips	No	5 Vi-F-SPDAT Prescreen for Families (V2) with SCC local questions	2019-10-07	2019-10-07	ldimas	Lisa Dj 408.685.5472	8
7	F0B059F0E	Arella Villacenor- Hernandez	No	0 Vi-F-SPDAT Prescreen for Families (V2) with SCC local questions	2019-09-25	2019-09-25	millekaw	Milleka Wheeler (408) 272-4416	8
8	7DE90C9C9	Amya Brown	No	18 Vi-F-SPDAT Prescreen for Families (V2) with SCC local questions	2019-07-23	2019-07-23	dabeyta	408-925-0230 desarie abeyta	11
9	6FD3680BA	Leo Garza	No	4 Vi-F-SPDAT Prescreen for Families (V2) with SCC local questions	2019-07-19	2019-07-18	BMalicdem	Brian Malicdem (408) 516-6176	17
10	95BAED823	Audrina Garcia	No	5 Vi-F-SPDAT Prescreen for Families (V2) with SCC local questions	2019-06-11	2019-06-11	kitran	Kristy Tran (408)829-6655	4
11	5D1633D1B	Matteo Barrios	No	0 Vi-F-SPDAT Prescreen for Families (V2) with SCC local questions	2019-05-15	2019-05-15	sarat	Sara Tran 408-961-9898	11
12	E1E1A1243	Jaime Estrada-Nunez	No	3 Vi-F-SPDAT Prescreen for Families (V2) with SCC local questions	2019-05-06	2019-05-06	pvazquez	Case Manager Patricia Vazquez: at (408) 539-2192	7
13	D02CBE8B8	Wonder Woman	No	1 Vi-F-SPDAT Prescreen for Families (V2) with SCC local questions	2019-04-16	2019-04-16	eheruty	ASDFSDSDF	10

SCC Assessments set to Private (moved from Coordinated Assessment)

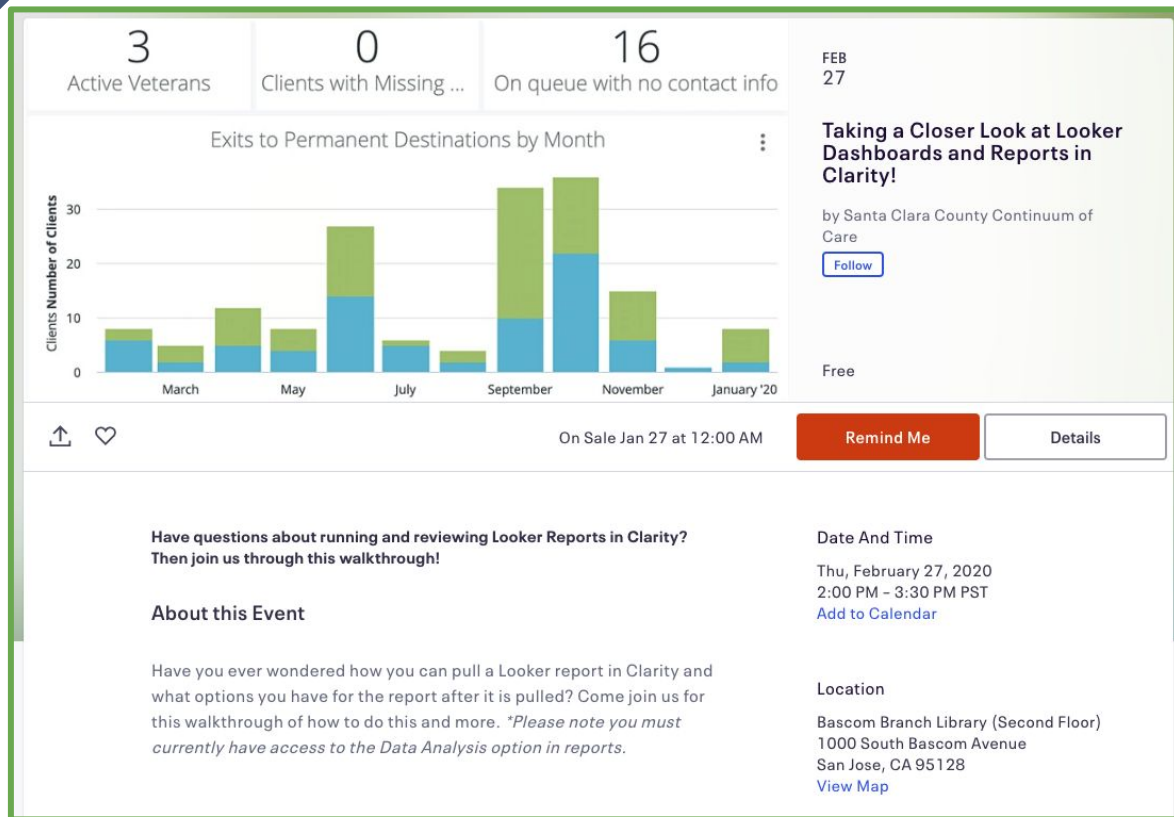
Unique Identifier	Agency Name	User Creating	Private (Yes / No)	Added Date	Assessment Score	
1	9E4314CBD	HomeFirst	helenl	Yes	2020-01-17	4
2	7300ED9E3	County: SCVHHS - Ambulatory	llindo	Yes	2020-01-07	9
3	66916D24D	Abode Services	aralll	Yes	2020-01-03	15
4	09041BA0B	HomeFirst	mellysares	Yes	2019-12-14	12
5	F7CABD32C	HomeFirst	nburns	Yes	2019-12-11	5
6	90EEF982C	HomeFirst	bduggan	Yes	2019-12-10	8
7	3DBC98B57	HomeFirst	nburns	Yes	2019-11-04	5
8	1D83F7D25	Victory Outreach	irmag	Yes	2019-11-01	8
9	C2C0E6F12	Victory Outreach	irmag	Yes	2019-11-01	5
10	79372408A	Victory Outreach	irmag	Yes	2019-11-01	4
11	0814C200E	Victory Outreach	irmag	Yes	2019-11-01	6
12	A4DB83192	Victory Outreach	irmag	Yes	2019-10-30	4
13	C4091DC2E	Victory Outreach	irmag	Yes	2019-10-30	4



Reminders

ONGOING DATA QUALITY

- Each quarter you will receive Data Quality Reports for your Agency, including UPLIFT
- This will assist in ensuring data quality and data accuracy
- This will make reporting time seamless and smooth
- Please make corrections as soon as you are able to



CLIENT CONSENT RECERTIFICATION

Thank you for completing the Recertification Process!

- Please recall end users who have not completed the training will have their access disabled until the training is completed
- End Users must score 80% or higher on the Quiz to be granted access
- Recertification is required every year - even if a user took the training on 12/31/2019

TA/MOU AGREEMENTS

Thank you if you have already submitted your TA/MOU Documents!

- You should have received an email either on 1/17 or 1/21 requesting the documents needed for your agency
- Please submit documents as soon as possible, these were due on 1/31/2020
- If you have questions please contact Lesly at **leslys@bitfocus.com**

SCC Quarterly Compliance Checklist

Appendix B: Quarterly Compliance Checklist

SANTA CLARA COUNTY HMIS QUARTERLY COMPLIANCE CERTIFICATION CHECKLIST	HMIS Partner Agency Name:		Security Officer Name:
	Quarter 1: <input type="checkbox"/>	Quarter 2: <input type="checkbox"/>	
<i>Workstation Security Standards</i>	Quarter 3: <input type="checkbox"/>	Quarter 4: <input type="checkbox"/>	Date:

In partnership with Santa Clara County, Clarity Human Services Software, a division of Bitfocus, Inc., administers the County's Homeless Management Information System ("HMIS"), a shared database software application which confidentially collects, uses, and releases client-level information related to homelessness in the County. Client information is collected in the HMIS and released to nonprofit housing and services providers (each, a "Partner Agency," and collectively, the "Partner Agencies"), which use the information to improve housing and services quality. Partner Agencies may also use client information to identify patterns and monitor trends over time; to conduct needs assessments and prioritize services for certain homeless and low-income subpopulations; to enhance inter-agency coordination; and to monitor and report on the quality of housing and services. This Compliance Certification Checklist is to be completed and certified quarterly by the Partner Agency Security Officer for the HMIS Partner Agency named above. Each Agency workstation used for HMIS data collection, data entry, or reporting must be certified compliant. Any identified compliance issues must be resolved within thirty (30) days. Upon completion, the original signed copy of this checklist should be retained in the records of the HMIS Partner Agency named above for a minimum of seven (7) years. Additionally, a copy should be made available to the SCC Bitfocus System Administration team (the "Lead Security Officer") at Clarity Human Services Software, a division of Bitfocus, Inc.

For the purposes of the following Workstation Security Standards, "Authorized Person" means a Partner Agency authorized agent or representative (each, an "HMIS End User," or simply an "End User") who has completed the SCC HMIS Client Consent training within the past twelve (12) months.

1. An HMIS Privacy Statement is visibly posted at each HMIS workstation.
2. Each HMIS workstation computer is in a secure location where only Authorized Persons have access.
3. Each HMIS workstation computer is password-protected and locked when not in use. (Changing passwords on a regular basis is recommended)
4. Documents printed from HMIS are sent to a printer in a secure location where only Authorized Persons have access.
5. Non-authorized persons are unable to view any HMIS workstation computer monitor.
6. Each HMIS workstation computer has antivirus software with current virus definitions (i.e., within the past twenty-four (24) hours), and each HMIS workstation computer has had a full system scan within the past week.
7. Each HMIS workstation computer has and uses a hardware or software firewall.
8. Unencrypted protected personal information ("PPI") – defined as client-level identifying information, including, without limitation, information about names, birth dates, gender, race, social security number, phone number, residence address, photographic likeness, employment status, income verification, public assistance payments or allowances, food stamp allotments, or other similar information – has not been electronically stored or transmitted in any fashion (including, without limitation, by hard drive, flash drive, email, etc.). (Encrypted hard drives are recommended)
9. Hard copies of PPI (including, without limitation, client files, intake forms, printed reports, etc.) are stored in a physically secure location.
10. Each HMIS workstation computer password information, including each Authorized Person's user identification information, is kept electronically and physically secure.

- Due on a Quarterly basis
- First one due on **Friday, April 3rd, 2020 by EOB**
- [Use this link to access the form which is located on the HMIS Website](#)
- You will receive notification reminders from Bitfocus Team when these are due

NEW COLLEGE ENROLLMENT QUESTIONS

- This new data collection is designed to help better understand and address students and young people experiencing homelessness.
- *The questions are also an outcome of a County wide 100 Day Challenge initiative to house 100 college students in 100 Days.*
- This change adds new questions on the **enrollment and exit screens for all adults** enrolling into HMIS projects in SCC.
- The questions capture the client education history (Last Grade Completed) as well as additional details for client who are currently attending a college/university.

NEW COLLEGE ENROLLMENT QUESTIONS

Here are the fields that have been added
(1/31/2020):

- Last Grade Completed
- Currently Attending College/University
(Picklist)
- Name of College/University (Picklist)
- Expected Completion Year (Number entry
field)

The screenshot shows a web form titled "Bugs Bunny" with a navigation bar containing links: PROFILE, HISTORY, PROGRAMS, SERVICES, ASSESSMENTS, NOTES, FILES, CONTACT, and LOCATION. The "PROGRAMS" link is highlighted. The form contains several sections with dropdown menus:

- NON-CASH BENEFITS**
 - Receiving Non-Cash Benefits: No
- HEALTH INSURANCE**
 - Covered by Health Insurance: No
- EDUCATION**
 - Last Grade Completed: Some college
 - Currently Attending College/University: Attending Part Time
 - Name of College/University: San Jose City College
 - Expected Completion Year: 2023
- LANGUAGE**
 - Primary Language: English

At the bottom of the form are two buttons: "SAVE & CLOSE" and "CANCEL". In the bottom right corner, there is a small "Audit Log" button with a document icon. At the very bottom of the page, there is a small text link: "Managed with Clarify Human Services".

SCC Virtual Suggestion Box

*Have ideas about an enhancement
and/or addition to HMIS?*

Want to volunteer you agency for an
upcoming Agency Admin. Meeting?

Let us know! Drop it in the box!

Virtual Suggestion Box



Next Month's Meeting

DATE: Thursday, March 5th, 2020

TIME: 2:00pm - 3:30pm

LOCATION: Pearl Avenue Branch Library Community Room
4270 Pearl Avenue, San José, CA 95136

THANKS!



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