HMIS STANDARD ADULT ENROLLMENT OCTOBER 2023

HMIS #	-
Staff Name —	-
Date Form Completed	 _

Santa Cruz County HMIS – Standard Adult Enrollment
The service provider should complete this form while interviewing an adult client or the Head of Household. Separate client enrollments should be completed for each client who is over the age of 17 or the Head of Household. Separate client enrollments must be completed for children as well, but please be sure to use the Standard HMIS Child Client Enrollment form.

1)	Client Name	First	Last
	Relationship to HoH (HUD) Single individuals are also heads of household (HoH). In multiple person households one person must be designated head of household	□ Self (HoH) □ Child of HoH □ Spouse/partner of HoH □ Relative member of household □ Non-relative member of household	
	Relationship to HoH – Additional Detail	□ Self □ Husband/Wife □ Son/Daughter □ Father/Mother □ Sister/Brother □ Roommate □ Grandchild	 □ Aunt/Uncle □ Niece/Nephew □ Grandparent □ Significant Other □ Domestic Partner □ Other □ Stepdaughter/Stepson
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

Client Name _____ Head of Household Name (if not Self)

3) Translation Assistance Needed [Head of Household] Does the client need access to translation services?	□ No □ Yes □ Client doesn't know □ Client prefers not to answer	
If Yes, Preferred Language(s): If the client needs access to translation services, please select their preferred language(s).	□ Spanish □ Mixteco □ Zapoteco □ Tzotil □ Mandarin □ Cantonese □ American Sign Language □ Farsi □ Arabic □ Russian	☐ Portuguese ☐ Samoan ☐ Tagalog ☐ Vietnamese ☐ Korean ☐ Cambodian ☐ Different Preferred Language, please specify: ☐ Client doesn't know ☐ Client prefers not to answer
4) Housing Move-In Date [Head of Household] (Required for Permanent Housing Projects) This is the date a client moves into a permanent housing situation while enrolled in Rapid Rehousing, Permanent Supportive Housing or Other Permanent Housing programs, even if the move-in date is the same as the project enrollment date. Leave blank if there is no move-in date yet. Update the enrollment data with a move-in date after move-in happens.	Month Day	/ / Year
5) Date of Engagement (only for Street Outreach, Night-by-Night Emergency Shelter, or Services Only programs) [Head of Household and Adults] The date the client relationship results in a collaboratively developed action plan with a provider. Leave blank if still working to engage. Update the enrollment data after engagement happens.	Month Day	/ Year

Client Name

Head of Household Name (if not Self)

6)	Prior Living Situation: Type of Residence [Head of Household and Adults] What was the client's living situation the night before enrolling in the project?	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 (Answer Q8)
	Ask the client "where did you stay or sleep last night"? There are no Safe Havens in Santa Cruz County. This could apply if the	☐ 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
	client spent the night before in a Safe Haven in another County.	□ Psychiatric hospital or other psychiatric facility □ Substance abuse treatment facility or detox center
		Temporary Housing Situations (Answer Q9) □ 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 (Answer Q9) □ Rental by client, no ongoing housing subsidy □ Rental by client, with ongoing housing subsidy [collect additional info below] □ Owned by client, with ongoing housing subsidy □ Owned by client, no ongoing housing subsidy Other □ Client doesn't know □ Client prefers not to answer
	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

Client Name ______

Head of Household Name (if not Self) _____

7)	Length of stay in prior living situation [Head of Household and Adults] How long have you been sleeping/staying where you stayed/slept last night? If the client stayed in situation in the same type of place, but not exactly the same place, include the total time in that type of situation, (e.g., slept in different hotels).	☐ Two to six nights ☐ ☐ One week or more, but less than one ☐	90 days or more, but less than one year One year or longer Client doesn't know Client prefers not to answer
8)	If the client stayed in an Institutional Situation last night, was the stay less than 90 days?	☐ Yes ☐ No ☐ Not Applicable	
	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	
9)	If the client stayed in Transitional/Permanent housing last night, was the stay less than 7 days?	☐ Yes ☐ No ☐ Not Applicable	
	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?	☐ Yes ☐ No	
10)	Approximate date <u>this episode</u> of homelessness started:	☐ Not Applicable	
	[Head of Household and Adults]		
	When was the date your current episode of homelessness 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).	This information can be by client self-report	

Client Name ______ Head of Household Name (if not Self) _____

11) Number of separate times (episodes) the client has been on the streets or in Emergency Shelter in the past three years including today [Head of Household and Adults]		e Time o Times ee Times		☐ Four or more times ☐ Client doesn't know ☐ Client prefers not to answer
12) Total number of months client has been homeless on the streets or in Emergency Shelter in the past three years [Head of Household and Adults]	□ One □ 2 m □ 3 m □ 4 m □ 5 m □ 6 m	onths onths onths onths	s time is the first month) 7 months 8 months 9 months 10 months 11 months	☐ 12 months ☐ More than 12 months ☐ Client doesn't know ☐ Client prefers not to answer
Disabling Conditions (All Re <i>A Disabling Condition is a health condition</i>			,	ble housing.
1) Does the client currently have a disacondition? A Disabling Condition is a health continuation that interferes with getting and/or keep stable housing. This question is used with other informate to determine if the client meets criterial chronic homelessness. All questions in this section MUST be answered even if the answer is "no" in question.	dition ping nation a for	□ Yes □ No		☐ Client doesn't know☐ Client prefers not to answer
2) Does the client have a Physical Disa	bility?	☐ Yes ☐ No		☐ Client doesn't know☐ Client prefers not to answer
If Yes, is it expected to be of long, con and indefinite duration and substantia impair the client's ability to live independently?		☐ Yes ☐ No		☐ Client doesn't know☐ Client prefers not to answer
3) Does the client have a Developmenta Disability?	al	☐ Yes ☐ No		☐ Client doesn't know☐ Client prefers not to answer
Client Name Head of Household Name (if not Self)				

, ")	Condition?	☐ Yes		☐ Client doesn't know ☐ Client prefers not to answer
	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
5)	Does the client have HIV – AIDS?	☐ Yes ☐ No		☐ Client doesn't know☐ Client prefers not to answer
6)	Does the client have a Mental Health Disorder?	☐ Yes ☐ No		☐ Client doesn't know☐ Client prefers not to answer
	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
7)	Does the client have any Substance Use Disorder?	☐ No ☐ Alcohol use di ☐ Drug use disor		☐ Client doesn't know☐ Client prefers not to answer
		☐ Both Alcohol Disorders	& Drug Abuse Use	
	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
Do	mestic Violence [Head of Housel	nold and Adı	ults]	
1)	Survivor of Domestic Violence			
	Ask the client "Have you ever experienced any domestic violence, dating violence, sexual assault, stalking or other dangerous or life-threatening conditions against you or a member of your family, including a child, that has happened in the place you were living?"		☐ Yes ☐ No ☐ Client doesn't know ☐ Client prefers not to a	ınswer
	If the answer is "no", skip to "Monthly Incor Benefits" section.	ne – Cash		
	If the answer is "yes", COMPLETE question	s 2 and 3.		
		Clie	ent Name	

Head of Household Name (if not Self)

 Ask the client "How long ago was your most recent experience of domestic violence, dating violence, sexual assault, stalking or other dangerous or life-threatening conditions?" 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?" 		 □ Within the past three mon □ Three to six months ago (□ Six months to one year age exactly) □ One year ago or more □ Client doesn't know □ Client prefers not to answ □ Yes □ No 	excluding six months exactly) to (excluding one year	
Monthly Current in	y Income – Cash Benefits [I		old and Adults] ☐ Client doesn't know ☐ Client	ent prefers not to answer
Specify the income the Only regular current too received for member of recorded when DO NOT in adults (18)	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. □ VA Service-Com □ VA Non-service adults (18 years and older) in the household; record their income on their Enrollment form. □ Worker's Compo		curity Income SSI \$ Disability Insurance SSDI \$ nected Disability Pension\$ connect disability pension \$ y Insurance \$ ensation \$ stance for Needy Families TAN	
		□ 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 Cash Income for Individual TOTAL: \$			
Client Name Head of Household Name (if not Self)				

Non-Cash Benefits [Head of Household and Adults]				
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			
If Yes, indicate all the non-cash benefits the client is receiving:	☐ Supplemental Nutrition Assistance Program (SNAP)/Cal Fresh			
Only regular, recurrent sources that are current today should be included. Record non-cash benefits received by a minor	☐ Special Supplemental Nutrition Program for Women, Infants, and Children (WIC)			
	☐ TANF/CALWORKS Childcare Services			
member (under 18 years of age) of the household under the HoH's information.	☐ TANF/CALWORKS Transportation Services			
,	☐ Other TANF/CALWORKS-Funded Services			
DO NOT include benefits received by other adults (18 years and older) in the	☐ Other Non-Cash Benefit			
household; record their benefits on their Enrollment form.	If Other Specify:			
Health Insurance				
Currently covered by health insurance? Is the client currently covered by health insurance?	☐ Yes ☐ No ☐ Client doesn't know ☐ Client prefers not to answer			
If Yes, type(s) of insurance(s):	☐ Medicaid (same as Medi-Cal)			
If the client is currently covered by	☐ Medicare			
multiple health insurances please select all that apply.	☐ State Children's Health Insurance (CHIP) Program			
11.7	☐ 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:			
	Client Name			
Head of Household Name (if not Self)				

Sexual Orientation [Head of Household and Adults]

	☐ Heterosexual ☐ Gay ☐ Lesbian ☐ Bisexual	☐ Client doesn't know☐ Client prefers not to answer	
	☐ Lesbian ☐ Bisexual	☐ Client prefers not to answer	
	☐ Bisexual		
	Questioning/Unsure		
-	☐ Other (please specify)		
General Health Status [Head of Hou	sehold and Adult	tsl	
What is the client's general health status?	□ Excellent □ Very Good □ Good □ Fair □ Poor	☐ Client doesn't know☐ Client prefers not to answer	
1 1 1 10	☐ Yes	☐ Client doesn't know	
If Yes, specify the type of employment	□ No □ Client prefers not to answer □ Full-time □ Part-time □ Seasonal/Sporadic (including day labor)		
	☐ Looking for work ☐ Unable to work ☐ Not looking for work		

☐ Client prefers not to answer

Education Status [Head of Household and Adults]					
Specify the <u>last grade</u> of school completed by the client	☐ Less than Grade 5	☐ GED			
completed by the enem	☐ Grades 5-6 ☐ Grades 7-8	☐ Some college☐ Associate's degree			
	☐ Grades 9-11	☐ Bachelor's degree			
	☐ Grade 12/ High school diploma	☐ Graduate degree			
	☐ School program does not have grade	☐ Vocational certification			
	levels	☐ Client doesn't know			

Is the client currently enrolled in school or a training program?

Yes

No

Client doesn't know
Client prefers not to answer

 If Yes, specify the type of school or training program
 □ High School
 □ Training Program

 □ Community College
 □ University

 □ Vocational Program
 □ Other

Last Permanent Address [Head of Household and Adults]

This is the address of the client's last permanent housing prior to this episode of homelessness: not the address of a shelter or a location not meant for human habitation like the streets or a park.	Street Address	City
	State	Zip Code

Client Name	
Head of Household Name (if not Self)	