HMIS SERVICES & HOUSING AUTHORITY PROGRAM ASSESSMENT

AGENDA

Welcome (5 minutes)

Introduction to Services (25 minutes)

- Overview
- Setting Up Services
- Custom Services
- How-to Enter a Service
- Service Reports

Housing Authority Program Assessment (15 minutes)

- Purpose
- How-to Enter a Housing Authority Program Assessment

Questions (10 min.)

Next Steps (5 min.)

- Email melissasd@bitfocus.com a list of program staff
- Complete training
- Notify system admin once complete
- Start using new tools Monday, 7/12

INTRODUCTION TO SERVICES

SERVICES OVERVIEW

Record the assistance clients receive, from one-time events like utility assistance, to daily services like meals and shelter
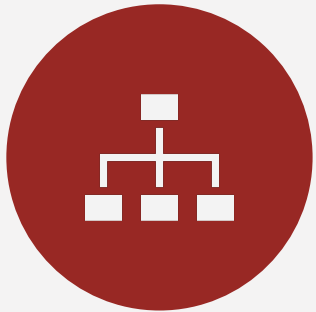
Can be provided at the client and household-level

Service items are grouped categorically and are set up by your system administrator at the discretion of the HMIS and Agency Lead

SETTING UP SERVICES

Your project type will determine the types of service and service details will be applied to your program.

We work in collaboration with the County (HMIS Lead) and the Agency Lead to determine appropriate services in advance to program step up.

It is important to understand your programs' funding source to determine the service items you may need or not need.

The appropriate service will already be setup by the time end users begin using.

CUSTOM SERVICES

Housing Problem Solving (HPS) Services

- Project Types: Coordinated Entry, Housing Problem Solving, Outreach, Service Only, Emergency Shelter, Transitional Housing

Housing Stability Services

- Project Types: Rapid Rehousing, Permanent Housing, Permanent Supportive Housing

Referrals

- ALL Program Types
- You will see an additional "Result" field when this service is setup for the following project types:
  - Coordinated Entry, Housing Problem Solving, Outreach, Service Only, Emergency Shelter, Transitional Housing Financial Assistance

Financial Assistance

- ALL Program Types
- You will see an additional "Result" field when this service is setup for the following project types:
  - Coordinated Entry, Housing Problem Solving, Outreach, Service Only, Emergency Shelter, Transitional Housing Financial Assistance

HOW-TO ENTER A SERVICE

DEMO

Melissa Sutton-Dement,
System ⌄

MS

🔍 SEARCH   ≡ CASELOAD   ⚖ REFERRALS

SEARCH FOR A CLIENT

ADD CLIENT ⊕

🔍 Enter search terms for a client

SEARCH

Use full name, partial name, date of birth or any combination.

⚠ Always make sure to check client in the system prior creating and adding new client(s)

Managed with **Clarity Human Services**

🗑 Recover deleted data

Your recent client searches:

Industrious Entrepreneur

Alexis Rose

Brilliant Artist

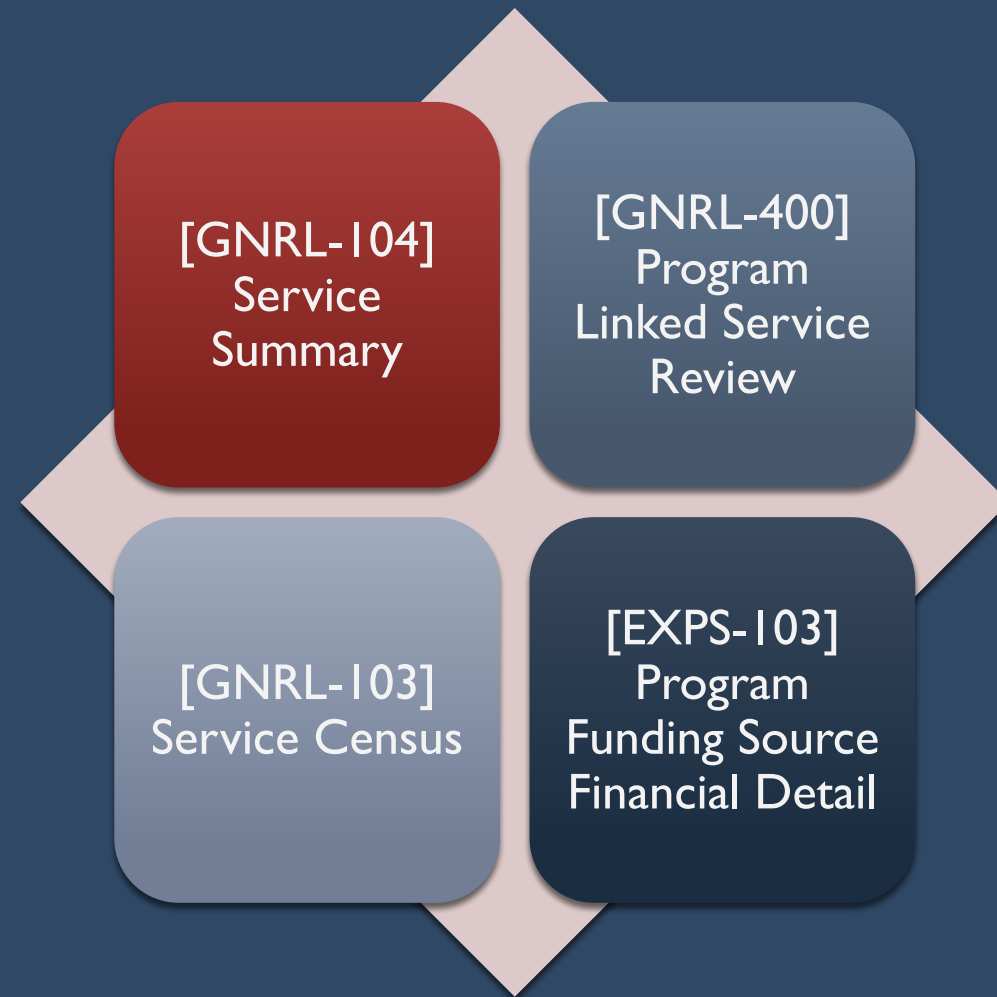Brilliant Artist

Empathetic Therapist

KNOWLEDGE CHECK

When will you see the following field?

Result: Client housed/re-housed in a safe alternative

Can you provide an example of when you would mark yes to this field?

HOUSING AUTHORITY PROGRAM ASSESSMENT

HOW-TO ENTER A HOUSING AUTHORITY ASSESSMENT

DEMO

Regina's Test Agency

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- What is the process for entering voucher updates into HMIS once a Housing Authority Assessment is already created?

KNOWLEDGE CHECK

QUESTIONS, COMMENTS & CONCERNS

NEXT STEPS

Email
Email melissasd@bitfocus.com a list of program staff

Complete
Complete example service and assessment on training site

Notify
Notify melissasd@bitfocus.com when complete and the services will be turned on for your program once all named staff have completed training

Use
Use of services and assessment are to begin Monday, 7/12