AGENDA

• Data Standards Documents & History
• Project Descriptor Data Elements (PDDE)
• Universal Data Elements (UDE)
• Program-Specific Data Elements (PSDE)
  • SSVF & HUD/VASH
  • RHY
  • PATH
  • HOPWA
HMIS DATA STANDARDS DOCUMENTS

• **HMIS Data Standards Manual:**
  • Universal Data Elements (UDE) and Program Specific Data Elements (PSDE); data collection requirements and instructions; and descriptions that the HMIS User will find as a reference.

• **HMIS Data Dictionary:**
  • HMIS elements, data collection requirements, system logic, data collection stages, federal partner data collection required elements, XML & CSV tables, and metadata data elements.

• **HMIS Project Descriptor Data Elements Manual:**
  • Provides specific information about the Project Descriptors required to be set-up in the HMIS by the HMIS Lead Agency.
REVISION HISTORY

• July/October 2015 changes listed on the HUD Data Standards Manual page.

• Last revision- Version 5.0, June 2016.

• Current revision- Version 5.1 to be reflected in HMIS on October 1, 2016.

• Full list of revisions since 2014 in the HMIS Data Standards Manual, Pages 6-7.
# LIST OF ELEMENT CHANGES V5 & V5.1

## Version 5

<table>
<thead>
<tr>
<th>Element Number</th>
<th>Element Name</th>
<th>Change Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.3</td>
<td>Continuum of Care Code</td>
<td>Updated guidance</td>
</tr>
</tbody>
</table>

## Revision History

<table>
<thead>
<tr>
<th>Date</th>
<th>Version</th>
<th>Revision</th>
</tr>
</thead>
<tbody>
<tr>
<td>08/25/2016</td>
<td>5.1</td>
<td><strong>4.24</strong>: added project type 3 PSH to project type applicability</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>4.21</strong>: modify collection points</td>
</tr>
</tbody>
</table>
PDDE 2.3 CONTINUUM OF CARE CODE

• This is in regards to the HUD-assigned CoC code for the project location.

• What changed: Updated guidance instructing systems to allow for multiple CoC codes to be selected per project.

UDE 3.6 GENDER

- **Rationale:**
  - Gender is used to count the number of men, women, transgender individuals, and clients who do not identify as either men, women or transgender.
  - When enrolling a client who already has a record in the HMIS, verify that the gender recorded accurately reflects the client’s self-reported gender—and correct it if it does not.

- **What changed:** Replaced “other” response with “Doesn’t identify as male, female or transgender,” and removed Dependent A to describe “other”.

UDE 3.6 GENDER

HMIS Screen Shot

CLIENT PROFILE

Social Security Number: XXX - XX - 5643
Quality of SSN: Full SSN Reported
Last Name: Man
First Name: Iron
Quality of Name: Full name reported
Date of Birth: 11/02/1970  Adult Age: 45
Quality of DOB: Full DOB Reported
Unique Identifier: 88E689C86

Gender:
- Select:
  - Female
  - Male
  - Transgender Male to Female
  - Transgender Female to Male
  - Doesn’t identify as male, female, or transgender
  - Client doesn’t know
  - Client refused
  - Data not collected
UDE 3.8 DISABLING CONDITION

- **Rationale:**
  - Disabling condition is used to count the number of clients who have a disabling condition at project entry.
  - This data element is to be used with other information to identify whether a client meets the criteria for chronic homelessness.

- **What changed:** Universe of data collected was changed from “Adults” to “All clients”.

UDE 3.917 LIVING SITUATION

Overview

- The universal data elements 3.9 Residence Prior to Project Entry and 3.17 Length of Time on the Streets, in an Emergency Shelter or in a Safe Haven have been combined in the 2014 Version 5 data standards to one element 3.917 Living Situation.

- Further, to facilitate data entry and in response to multiple user questions, the element has been identified as 2 elements which use only the fields and responses necessary for the population being asked the information.
  - 3.917A is to be used for all persons entering a Street Outreach, Emergency Shelter or Safe Haven project
  - 3.917B is to be used for persons entering in all other HMIS project types.

- With this separation and clarification, the definition of chronic homelessness as identified in the final rule in the Federal Register published December 5, 2015, is able to be fully reported through an HMIS.
UDE 3.917A LIVING SITUATION

For persons entering HMIS project type: Street Outreach, Emergency Shelter, & Safe Haven

• Rationale: This element is used to identify the type of living situation and length of stay in that situation just prior to entry into a Street Outreach, Emergency Shelter (ES), or Safe Haven (SH) project for all adults and heads of households.

• What changed: Complete reworking of element.
  • Element blends the old 3.9 Residence Prior to Entry with 3.17 Time on the Streets, Emergency Shelter, or Safe Haven in order to enable an HMIS to completely calculate an individual’s/household’s status as Chronically homeless at entry and at a later point in time.
  • Element has been divided into 3.917A and B based on the project type. 3.917A is applicable for persons entering project type: Street Outreach, Emergency Shelter, and Safe Haven while 3.917B is for persons entering all other project types.

For persons entering all other HMIS project types (i.e. NOT - Street Outreach, Emergency Shelter, or Safe Haven)

- **Rationale:** This element is used to identify the type of living situation and length of stay in that situation just prior to project entry for all adults and heads of households entering any of the following HMIS project types: Transitional Housing, any form of Permanent Housing including Permanent Supportive Housing and Rapid Re-Housing, Service Only, Other, Day Shelter, Homelessness Prevention, and Coordinated Assessment (Coordinated Entry).

- **What changed:** Complete reworking of element.
  - Element blends the old 3.9 Residence Prior to Entry with 3.17 Time on the Streets, Emergency Shelter, or Safe Haven in order to enable an HMIS to completely calculate an individual’s/household’s status as Chronically homeless at entry and at a later point in time.
  - Element has been divided into 3.917A and B based on the project type. 3.917A is applicable for persons entering project type: Street Outreach, Emergency Shelter, and Safe Haven while 3.917B is for persons entering all other project types.

USD 3.917B LIVING SITUATION FLOW CHARTS

The HUD Data Standard manual has a larger HUD flow chart.

BitFocus/Clarity Video: https://youtu.be/jzUfLFxbrJs
PSDE 4.17 RESIDENTIAL MOVE-IN DATE

• **Rationale:** This element is used to document the date that a client enrolled in a Rapid Re-Housing project moves into housing. This data is critical to point-in-time and housing inventory counts as it differentiates clients who are enrolled in a Rapid Re-Housing (RRH) project and are still literally homeless (in emergency shelter, Safe Haven, transitional housing or on the street) from clients who have moved into permanent housing.

• **What changed – Data Standards:** Data collection instructions have been clarified to respond to issues identified with this element. Additionally, the “information date” and “yes/no” response have been removed from the element to remove the confusion those responses created. **Note:** Guidance on reporting abilities related to alternative means of capturing data using a “Pre-Entry Project” have been added to the HMIS Data Dictionary. **Data Dictionary:** Information date has been removed; where ‘In permanent housing’ is ‘No,’ the effective information date is the project entry date. Where ‘In permanent housing’ is ‘Yes,’ the effective information date is the residential move-in date. In systems currently set up to create multiple records per enrollment, an information date would be necessary to identify the most recent record, which is the record which must be used for reporting / export purposes.

• **Reference:** Page 65-66 of the [HMIS Data Manual, Version 5.1](#). Pages 73-74 of the [HMIS Data Dictionary, Version 5.1](#).
PROGRAM SPECIFIC DATA ELEMENTS

If you have one or more projects funded by any of the following FFP (fed funding partners) you win a WEBINAR EXTENSION!!!!!!!!!!!!!!!!!!!!!!!!!!

• VA Programs: SSVF and HUD/VASH
• RHY
• PATH
• HOPWA
PSDE 4.2 INCOME AND SOURCES

• **Rationale:** Income and sources of income are important for:
  • Determining service needs of people at the time of project entry
  • Determining whether they are accessing all income sources for which they are eligible
  • Describing the characteristics of the population experiencing homelessness
  • Allow analysis of changes in the composition of income between entry and exit from the project and annual changes prior to project exit.

  Increase in income is a key performance measure of most federal partner programs.

• **What changed:** PATH is now required to collect this data.

• **Reference:** Pages 44-47 of the [HMIS Data Manual, Version 5.1](#). Pages 45-48 of the [HMIS Data Dictionary, Version 5.1](#).
PSDE 4.3 NON-CASH BENEFITS

• **Rationale:** Non-cash benefits are important to determine whether clients are accessing all mainstream program benefits for which they may be eligible and to develop a more complete picture of their economic circumstances.

• **What changed:** PATH is now required to collect this data.

PSDE 4.4 HEALTH INSURANCE

• **Rationale:** Health insurance information is important to determine whether clients currently have health insurance coverage and are accessing all mainstream project medical assistance benefits for which they may be eligible, and to ascertain a more complete picture of their economic circumstances.

• **What changed:** **PATH** is now required to collect this data. Indian Health Services Program and Other have been added as response options to Field 3.

**Iron Man**

### Cash Income for Individual

- **Income from Any Source**: No

### Non-Cash Benefits

- **Receiving Non-Cash Benefits**: No

### Health Insurance

- **Covered by Health Insurance**: Yes

  - **MEDICAID**: No
  - **MEDICARE**: No
  - **SCHIP**: No
  - **VA Medical**: No
  - **Employer Provided**: No
  - **Obtained through COBRA**: No
  - **Private Pay Health Insurance**: No
  - **State Health Insurance for Adults**: No
  - **Indian Health Services Program**: No
  - **Other Health Insurance**:
    - **Source**: [Source](#)
PSDE 4.24 LAST GRADE COMPLETED

• **Rationale:** To identify the educational attainment of youth served in RHY projects.

• **What changed:** The element is no longer just a RHY required element, **SSVF and VASH** will also use the element. This element has been updated with new response categories: “Associate’s degree”, “Bachelor’s degree”, “Graduate degree”, and “Vocational certification”.

• **Reference:** Page 77 of the **HMIS Data Manual, Version 5.1**. Pages 80-81 of the **HMIS Data Dictionary, Version 5.1**.
**PSDE 4.24 LAST GRADE COMPLETED**

*HMIS Screen Shot*

### Iron Man

<table>
<thead>
<tr>
<th>Profile</th>
<th>History</th>
<th>Services</th>
<th>Files</th>
<th>Programs</th>
<th>Assessments</th>
<th>Notes</th>
<th>Location</th>
<th>Referrals</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Length of Stay in Prior Living Situation**
- Select

**Disabling Condition**
- Select

**Household Income as Percent of AMI**
- Select

#### Last Grade Completed
- Select
  - Less than Grade 5
  - Grades 5-6
  - Grades 7-8
  - Grades 9-11
  - Grade 12
  - School program does not have grade levels
  - GED
  - Some college
  - Associates degree
  - Bachelor's degree
  - Graduate degree
  - Vocational certification
  - Client doesn't know
  - Client refused
  - Data not collected

**Last Permanent Address**

**Prior Street Address**

**Prior City**

**Prior State**

**Prior Address Data Quality**

[Department of Commerce]
PSDE 4.26 EMPLOYMENT STATUS

- **Rationale:** To assess client’s employment status and need for employment services.

- **What changed:** Collection now includes HUD/VASH.

- **Reference:** Page 79 of the [HMIS Data Manual, Version 5.1](#). Pages 82-83 of the [HMIS Data Dictionary, Version 5.1](#).
Rationale: Information on general health status is a first step to identifying what types of health services a client may need. This element permits comparison between homeless youth to other youth their age.

What changed: Collection now includes HUD/VASH.

• **Rationale:** To facilitate VA evaluation of outcomes based on the urgency of need and type of barriers and vulnerabilities present at the point of project entry and outcomes across projects.

• **What changed:** This is a new data element. It replaces data element 4.44 HP Screening Score.

• **Full details:** See 4.48 SSVF HP Targeting Criteria in the HMIS Data Manual and Data Dictionary, Version 5, for data collection instructions, response descriptions, system logic, and more.

• **Reference:** Pages 105-106 of the [HMIS Data Manual, Version 5.1](#). Pages 107-109 of the [HMIS Data Dictionary, Version 5.1](#).
### PSDE 4.48 SSVF HP TARGETING CRITERIA

**HMIS Screen Shot**

<table>
<thead>
<tr>
<th>SSVF HP Targeting Criteria</th>
<th>Select</th>
</tr>
</thead>
<tbody>
<tr>
<td>Referred by Coordinated Entry or a Homeless Assistance Provider to Prevent the Household From Entering an Emergency Shelter or Transitional Housing or From Staying in a Place Not Meant for Human Habitation</td>
<td></td>
</tr>
<tr>
<td>Current Housing Loss Expected Within:</td>
<td></td>
</tr>
<tr>
<td>Current Household Income Is $0</td>
<td></td>
</tr>
<tr>
<td>Annual Household Gross Income Amount</td>
<td></td>
</tr>
<tr>
<td>Sudden and Significant Decrease in Cash Income (Employment and/or Cash Benefits) AND/OR Unavoidable Increase in Non-Discretionary Expenses (e.g., Rent or Medical Expenses) in the Past 6 Months</td>
<td></td>
</tr>
<tr>
<td>Major Change in Household Composition (e.g., Death of Family Member, Separation/Divorce from Adult Partner, Birth of New Child) in the Past 12 Months</td>
<td></td>
</tr>
<tr>
<td>Rental Evictions Within the Past 7 Years</td>
<td></td>
</tr>
<tr>
<td>Currently at Risk of Losing a Tenant-Based Housing Subsidy or Housing in a Subsidized Building or Unit</td>
<td></td>
</tr>
<tr>
<td>History of Literal Homelessness (Street/Shelter/Transitional Housing)</td>
<td></td>
</tr>
<tr>
<td>Head of Household with Disabling Condition (Physical Health, Mental Health, Substance Use) That Directly Affects Ability to Secure/Maintain Housing</td>
<td></td>
</tr>
<tr>
<td>Criminal Record for Arson, Drug Dealing or Manufacture, or Felony Offense Against Persons or Property</td>
<td></td>
</tr>
<tr>
<td>Registered Sex Offender</td>
<td></td>
</tr>
<tr>
<td>At Least One Dependent Child Under Age 6</td>
<td></td>
</tr>
<tr>
<td>Single Parent With Minor Child(ren)</td>
<td></td>
</tr>
<tr>
<td>Household Size of 5 or More Requiring At Least 3 Bedrooms (Due to Age/Gender Mix)</td>
<td></td>
</tr>
<tr>
<td>Any Veteran in Household Served in Iraq or Afghanistan</td>
<td></td>
</tr>
<tr>
<td>Female Veteran</td>
<td></td>
</tr>
<tr>
<td>HP Applicant Total Points (integer)</td>
<td></td>
</tr>
<tr>
<td>Grantee Targeting Threshold Score (integer)</td>
<td></td>
</tr>
</tbody>
</table>
• **Rationale:** To aid in prioritizing chronically homeless veterans with a history of high utilization of crisis services.

• **What changed:** This is a new data element. Required for HUD/VASH and SSVF

• **Full details:** See 4.49 Use of Other Crisis Services in the HMIS Data Manual and Data Dictionary, Version 5, for data collection instructions, response descriptions, system logic, and more.

### PSDE 4.49 USE OF OTHER CRISIS SERVICES

**HMIS Screen Shot**

#### Iron Man

<table>
<thead>
<tr>
<th>Last Permanent Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prior Street Address</td>
</tr>
<tr>
<td>Prior City</td>
</tr>
<tr>
<td>Prior State</td>
</tr>
<tr>
<td>Prior Address Data Quality</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>VAMC Station Number</th>
</tr>
</thead>
</table>

#### Use of Other Crisis Services

<table>
<thead>
<tr>
<th>Number of Visits to an Emergency Room in the Past Year</th>
<th>Select</th>
</tr>
</thead>
<tbody>
<tr>
<td>Approximate Number of Nights in Jail/Prison in the Past Year</td>
<td>Select</td>
</tr>
<tr>
<td>Approximate Number of Nights Spent in an Inpatient Medical Facility in the Past Year</td>
<td>Select</td>
</tr>
</tbody>
</table>
**PSDE 4.14B SERVICES PROVIDED - RHY**

- **Rationale**: To determine the services provided to youth during project participation.

- **What changed**: Data collection requirements have been corrected to clarify the expectation that each service type need only to be recorded once during project enrollment.

- **Reference**: Pages 74-75 of the [HMIS Data Manual, Version 5.1](#). Pages 63-65 of the [HMIS Data Dictionary, Version 5.1](#).
**PSDE 4.16B REFERRALS PROVIDED - RHY**

- **Rationale:** To record the referrals provided to clients during program participation.

- **What changed:** Data collection requirement has been corrected to clarify the expectation that each referral need only be recorded once during project enrollment.

PSDE 4.14A SERVICES PROVIDED - PATH

- **Rationale:** To determine the services which PATH funded that were provided to clients during project participation.

- **What changed:** Field 2 response options were changed by PATH. “Outreach” has changed to “Reengagement”; “Screening/assessment response” was split into two responses; “Housing technical assistance” changed to “Housing eligibility determination” and “Other PATH-funded service” was removed.

PSDE 4.16A REFERRALS PROVIDED - PATH

• **Rationale:** To record the number of referrals provided to clients during program participation.

• **What changed:** Field 2 response options have changed: “Primary health care” changed to “Primary health/dental care”; “Relevant housing services changed to “Housing services”; “Housing placement assistance” was changed into “Permanent Housing” and “Temporary Housing” was added; “Medical assistance” was changed to “Medical Insurance”. PATH also clarified that collection of referral information on job training, educational services, and housing services are optional response options, not required.

PSDE 4.21 CONNECTION WITH SOAR - PATH

• **Rationale:** To identify persons who are connected to the SOAR (SSI/SSDI Outreach, Access and Recovery) program.

• **What changed:** PATH is now required to collect this data at project entry, update, annual assessment, and exit.

• **Reference:** Pages 71-72 of the [HMIS Data Manual, Version 5.1](#). Page 78 of the [HMIS Data Dictionary, Version 5.1](#).
Rationale: To measure the extent to which housing impacts health of persons with HIV/AIDS.

What changed: Response options changed in Field 3: from “yes/no” to “Undetectable”, “Not Available”, and “Available” to facilitate the identification of undetectable viral load levels.

### Iron Man

#### Profile
- Substance Abuse Problem: No
- Victim of Domestic Violence: No

#### History
- Cash Income for Individual: No
  - Income from Any Source: No

#### Services
- Non-Cash Benefits: No
  - Receiving Non-Cash Benefits: No

#### Files
- Health Insurance: No
  - Covered by Health Insurance: No

#### Programs
- Medical Assistance
  - Receiving Public HIV/AIDS Medical Assistance: Yes
  - Receiving AIDS Drug Assistance Program (ADAP): Yes

#### Assessments
- T-cell (CD4) and Viral Load
  - T-cell (CD4) Count Available: No
  - Viral Load Available: Select
    - Not Available
    - Available
    - Undetectable
    - Client doesn't know
    - Client refused
    - Data not collected

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**Department of Commerce**

**HMIS Screen Shot**

**PSDE 4.47 T-CELL (CD4) & VIRAL LOAD - HOPWA**
RESOURCES: HUD DATA STANDARDS TUTORIAL

Learn about each data standard listed in a simple format including audio and FAQs.

HUD will publish more as they become available.

https://www.hudexchange.info/programs/hmis/guides/data-element/
RESOURCES: CLARITY HELP PORTAL

- Clarity System Text and Video Tutorials
  - Note: site features nation wide instructions. WA BOS specific guidance is not included.
- Sample Forms

http://help.clarityhs.com
RESOURCES: HMIS WEBPAGE

• HMIS Trainings
• HMIS TA Staff Contacts
• HMIS How-To Guides
• Links to HMIS Resources via HUD
• HMIS Reports

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You’ll receive an email in an hour with a link to our HMIS Training Evaluation. Please take time to do it. Thanks!