



**Data Users Workgroup  
Agenda**  
September 25, 2015  
VHA Conference Room Hough  
10-11 am

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**Attendees:** Shannon Zarzenski (Aspire/Share), Heather Young (SHARE), Alaire deSalvo (Janus Youth), Sarah Bowens (The Salvation Army), Dale Whitley (CFTH), Paul Dumlao (CFTH), Brenda Schallberger (CFTH)

▪ **Data Quality Update and Discussion**

August Scores are in. We are still in the 90's, which is a B for total system scores. We've increased our 100% scores from 19 to 22.

▪ **New Data Element Changes for October 2015**

It used to be a very lengthy and difficult process for HUD to make changes to the data elements so their desired changes would build up across several years and we would have major and multiple become effective every 3 or 4 years. Going forward, HUD is now able to expedite their changes but will limit them to once a year. So we can expect that from now on we will probably have data element revisions every October.

HUD has just begun to instruct on this year's changes through a webinar. Potentially, there may be an upcoming training on the following when these changes are instigated:

• **“Destination” for all client**

Formerly, this was only required for the head of household or adults; however for example, if the adult exits to jail and child does not, it needs to be differentiated. Children may have different destinations, so you have to find and input their destination as well.

• **Date of Homelessness**

- Client entering from the streets or a shelter or safe haven? Yes or No.
- Regardless of how many times they've been on the street, they want an estimated date their most recent homeless experience began.
- "Status Documented" is no longer required for all programs. It is still required in ones where Chronically Homeless is a requirement for entry.

- **Deleting service transactions for multiple family members**

- When a service transaction is created, the end-date should automatically default to the start date. Shannon said that not all of their programs are defaulting this way so Dale said he would look into adjusting their program settings. (This should now be completed as of 9/28 - Dale.)
- When household members are linked in a service transaction, changing the date of the S/T for one of the clients will change the date for all of them. However, if you delete a service transaction for one client will not delete it for all of them. So if a service transaction was created in error, it would have to be deleted one-at-time for each client.

- **Relationship to Head of Household in Program Entries**

The Relationship to Head of Household question in the entry assessments is not necessarily related to any household relationships created in the Household section of ServicePoint. It is instead referring only to the household involved in that particular program Entry. So if someone is entering a program as a single person, they are the "Head of Household" for that entry, even if the household tab shows they may be in a household relationship where they were identified as a spouse or child to another HoH.

- **Annuals assessment updates for Permanent Supportive Housing programs**

There's supposed to be an update at each client anniversary within three weeks of their anniversary date of program entry. These can be entered via the interim review: income, disabilities, etc... are the questions that are updated.

- **Upcoming ServicePoint features**

- Ability to hide unused tabs
- Ability to block or set alerts for services on clients with bans
- Service Point 6.0 discussion groups

### **Misc tips and tricks and items for next meeting?**

#### **HMIS information is available online at:**

<http://www.councilforthehomeless.org/hmis-documents/>

<http://www.councilforthehomeless.org/hmis-reports/>

#### **Future meeting schedule:**

Nov 20, 2015 \*10-11am VHA Conference Room Hough

Jan 29, 2016 \*10-11am VHA Conference Room Hough

