

CDS

RNG Reports Training

Part 2

Central Database System

March 23, 2021



DPHHS - IHSB

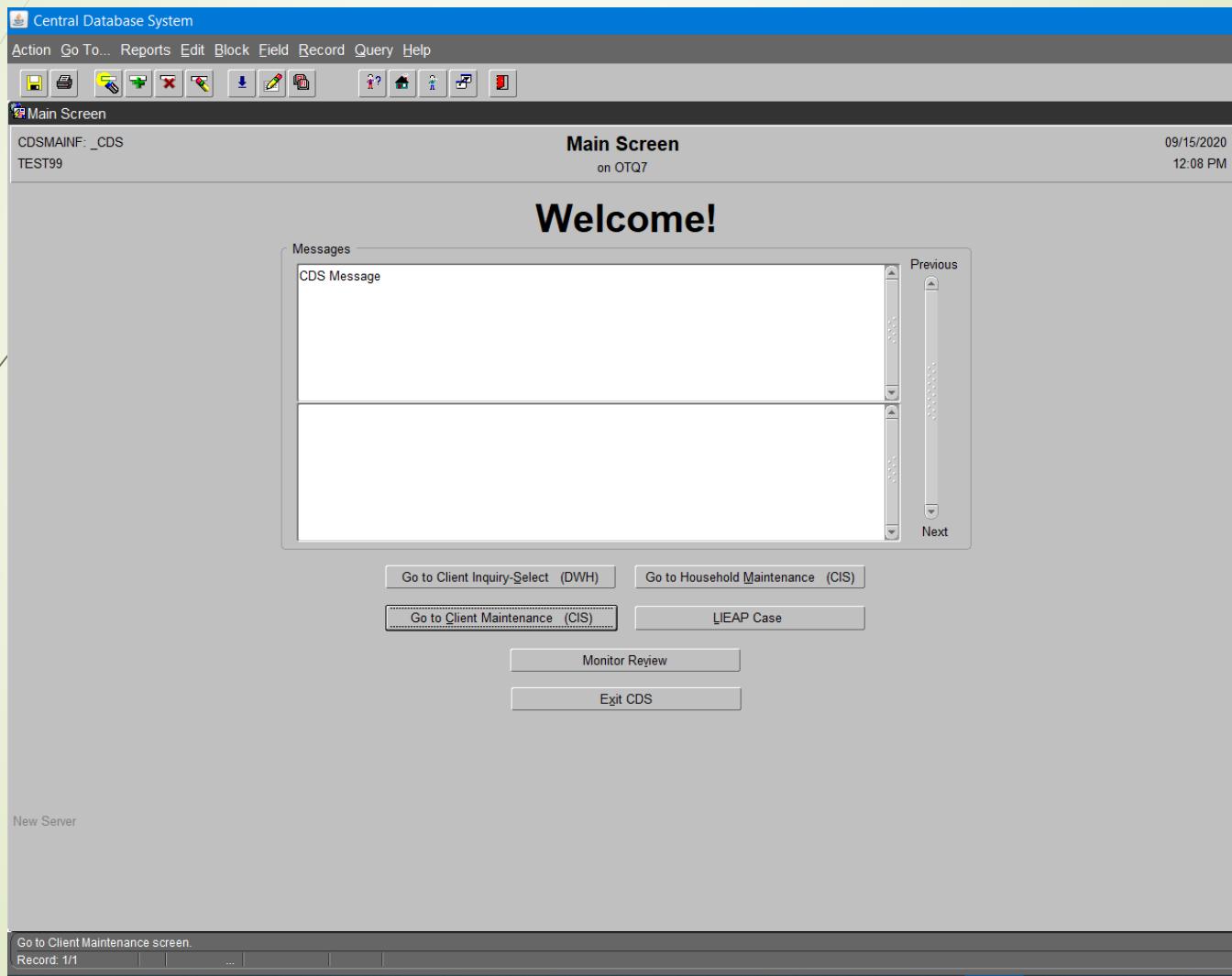


Reporting Overview

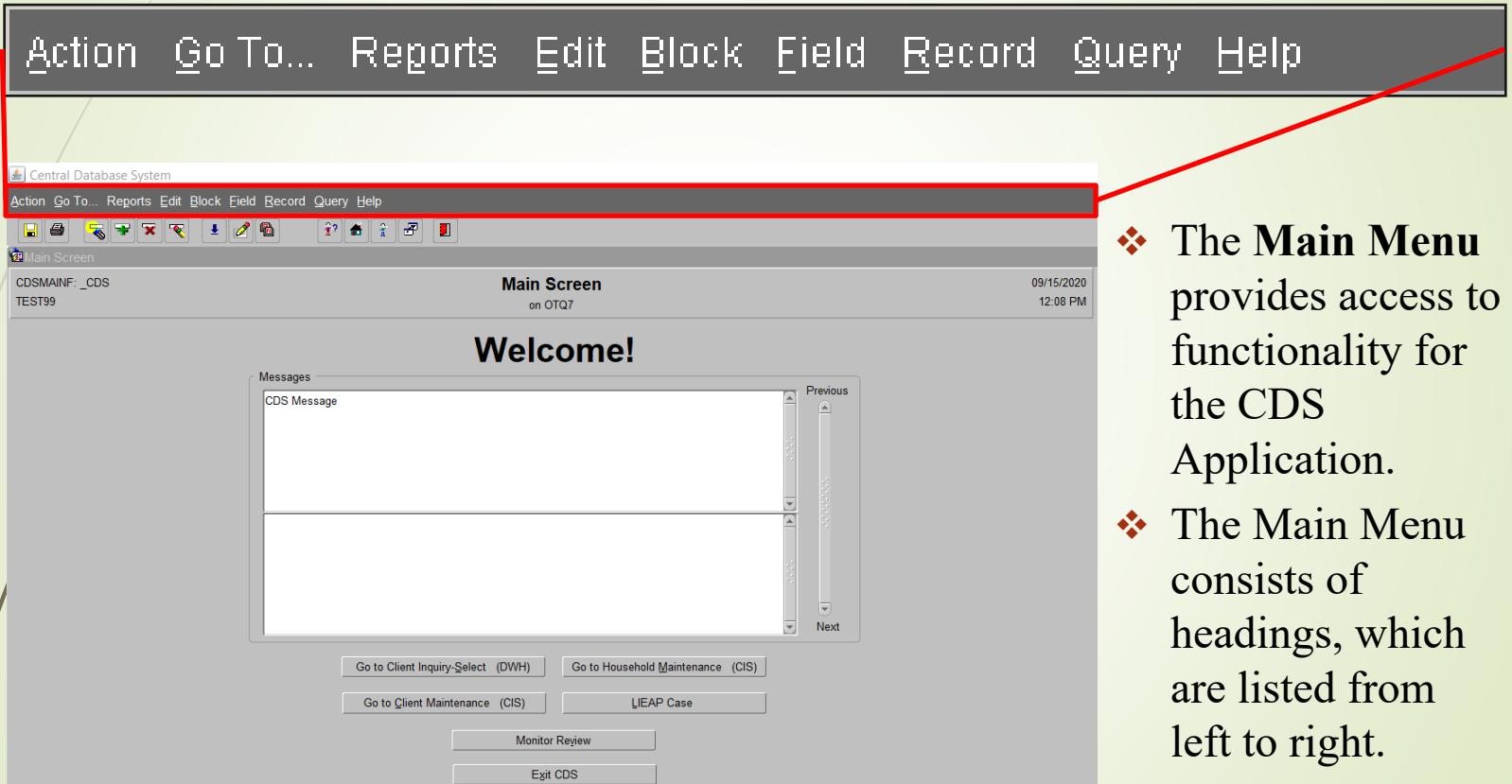
The CDS Form

Welcome to CDS RNG Reports Training

CDS Welcome Screen



The CDS Form – Main Menu



- ❖ The **Main Menu** provides access to functionality for the CDS Application.
- ❖ The Main Menu consists of headings, which are listed from left to right.

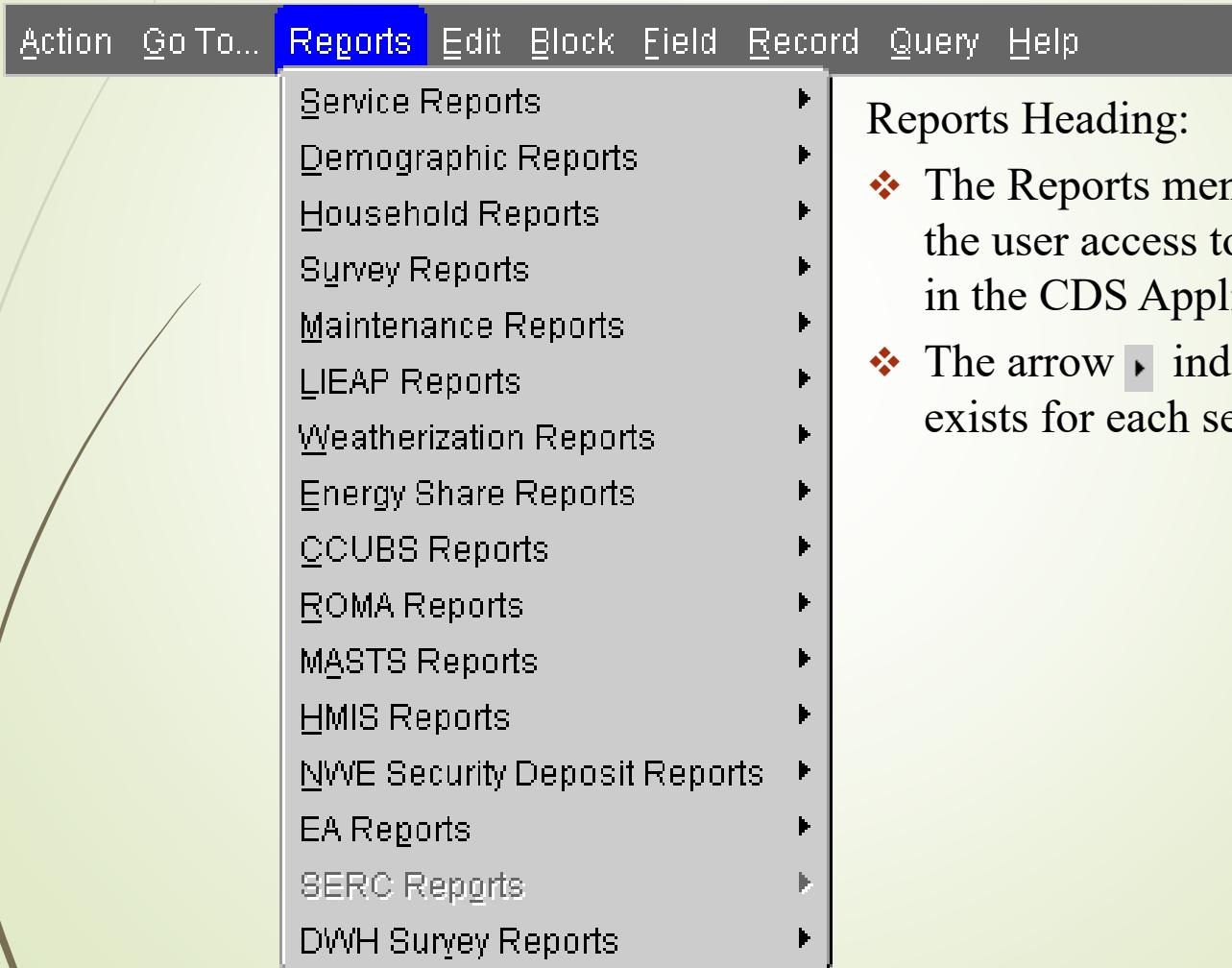
The CDS Form – Client/Household Maintenance

5

- ❖ Both the Client and Household Maintenance screens were updated adding the Emergency COVID-19 and the County Name columns on the NPI tab .
 - ❖ A message was added to the top of the tabs to remind workers to update this column if the NPI outcome is COVID-19 related.
 - ❖ The new County Name column is optional, but for any agencies wanting to report by county this data has to be included

Program	NPI	Outcome Units	Outcome Amount	NPI Date	Emergency COVID-19	Family Code	County Name	Client ID Receiving Serv

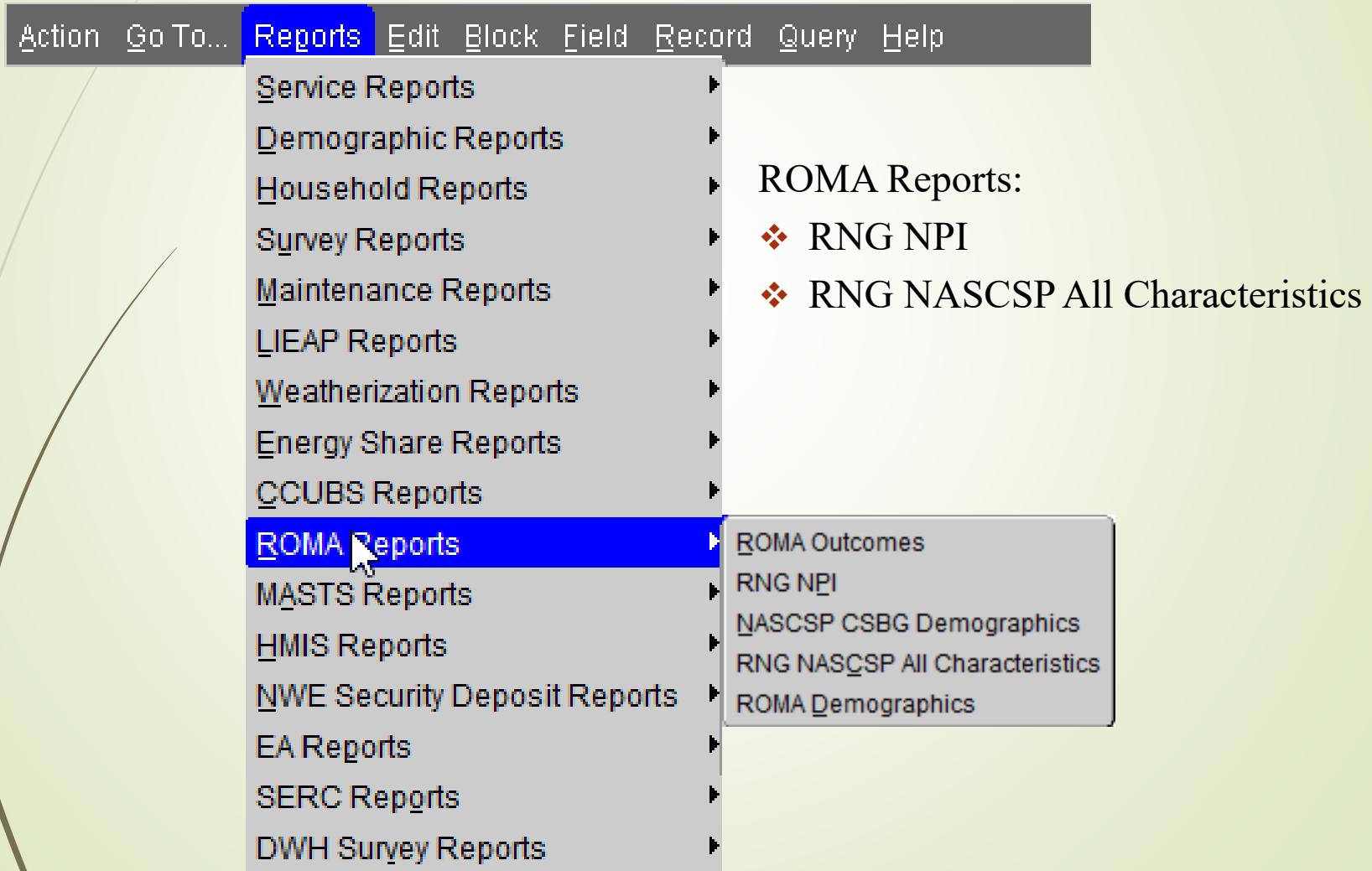
The CDS Form – Main Menu



Reports Heading:

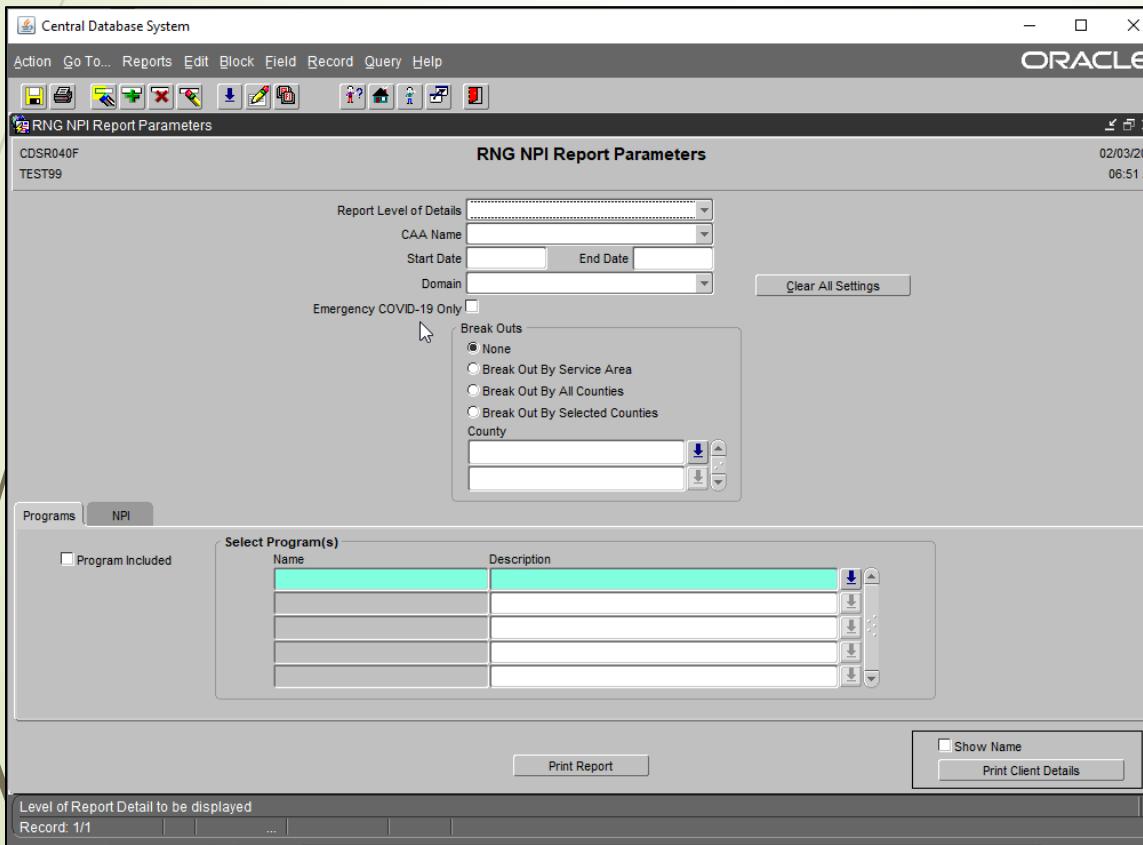
- ❖ The Reports menu option gives the user access to all of the reports in the CDS Application.
- ❖ The arrow ► indicates a submenu exists for each selection.

The CDS Form – Reports Heading



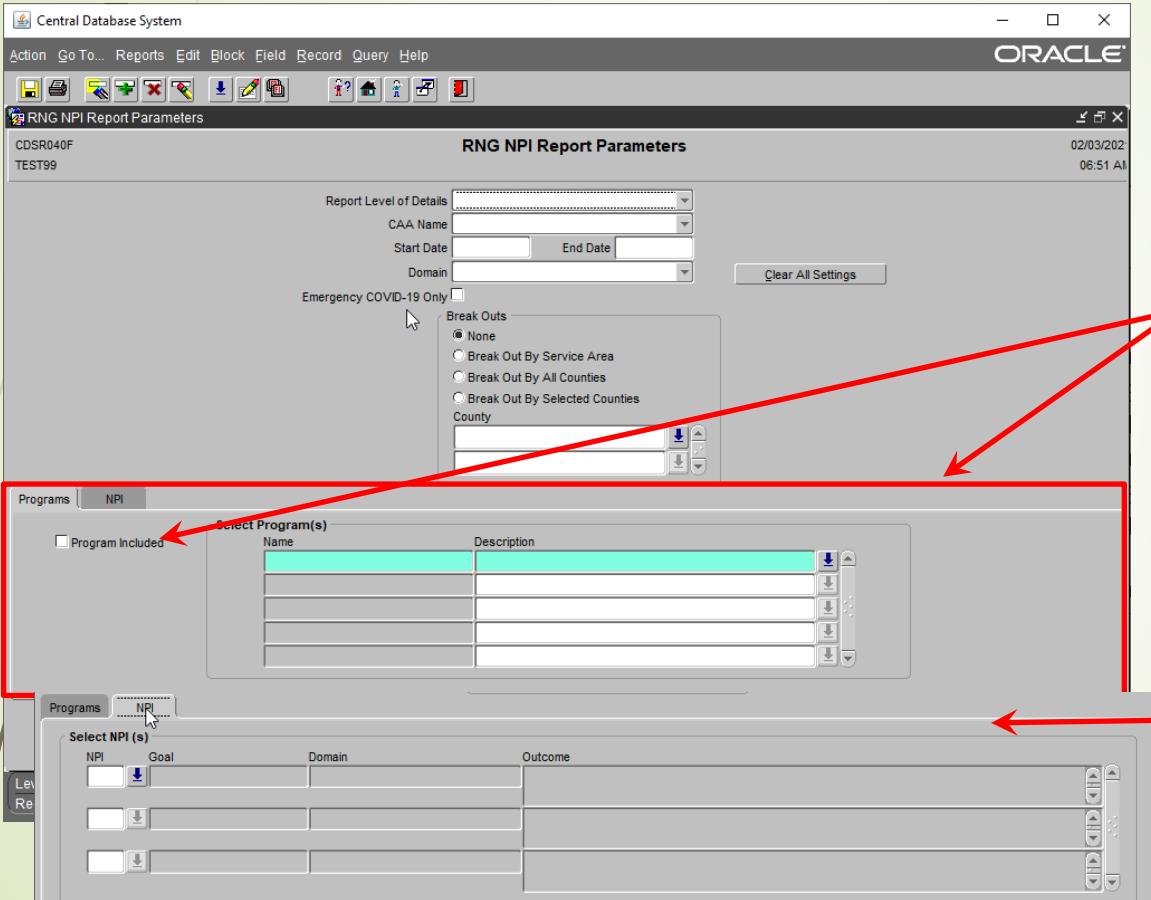
The CDS Form – RNG NPI Reports

- ❖ The RNG NPI Reports start with a Parameter screen. From this screen the report is previewed on the screen.
- ❖ The screen allows the user to limit the data returned by: CAA, Dates, Domains, Emergency COVID-19 Only Outcomes, County Break outs, Selected Programs and Selected NPI Outcomes.



- ❖ This screen is used to run four reports:
 - RNG Individual and Family NPI report
 - RNG Individual and Family NPI with Programs report
 - Client Details for RNG Individual and Family NPI report
 - Client Details for RNG Individual and Family NPI with programs report.

The CDS Form – RNG NPI Reports



- ❖ Tabbed Data – The tabs on this form are used to help narrow down the selection criteria.
- ❖ To select a specific Program the Program included check box must be selected then specific program(s) can be entered.
- ❖ NPIs are narrowed to specific NPIs.

The CDS Form – RNG NPI Reports

- ❖ **Report Level of Details:** The choices for this parameter are “All Levels of Detail” or “Selected CAA”. If “Selected CAA” is chosen the name of the CAA must be chosen. This parameter is required to run the report.
- ❖ **CAA Name:** If Report Level of Detail Choice is “Selected CAA”, then the CAA name must be selected from the drop down list.
- ❖ **Start Date:** The beginning date range of the report. The date is compared to the NPI date. This parameter is required to run the report.
- ❖ **End Date:** The ending date range of the report. The date is compared to the NPI date. This parameter is required to run the report.
- ❖ **Domain:** The option to select all domains or a specific outcome domain. This parameter is required to run the report.
- ❖ **Emergency COVID-19 Only:** When this checkbox is checked only RNG NPIs marked as “Emergency COVID-19” are be selected.
- ❖ **Break Out Radio Button:** Allows users to organize the report by CAA or by CAA and County. This can only be changed from None to one of the other choices if a specific agency is selected.
 - **Break Out by Service Area:** This selection returns the results associated only with the counties defined within the selected Agency.
 - **Break Out by All Counties:** This selection returns the same results of “None” organized by counties.
 - **Break Out by Selected Counties:** This selection reports only NPIs for the selected counties.

The CDS Form – RNG NPI Reports

❖ Programs Tab

- **Program Included:** This causes the report to break by program. If this checkbox is checked, the following is optional:
 - **Program:** Allows the user to further define the report down to selected program(s)

❖ NPI Tab

- Allows the user to further define the report down to specific NPI outcomes.
- ❖ **Show Name:** If this is checked and the “Print Client Details” button is pressed the client names (PII) shows in the report.
- ❖ Depending on the criteria selected and the button pressed, the following reports are run:

BUTTON PRESSED	REPORT	Programs Included	REPORT RUN
Print Report	RNG Individual and Family NPI	No	CDSR040R
Print Report	RNG Individual and Family NPI with Programs	Yes	CDSR041R
Print Client Details	RNG Individual and Family NPI Client Details	No	CDSR042R
Print Client Details	RNG Individual and Family NPI with Programs Client Details	Yes	CDSR043R

The CDS Form – RNG NPI Reports

RNG Individual and Family NPI Report (CDSR040R)

- ❖ This report displays the Individual and Family National Performance Indicators (NPI) outcomes broken out by agency and domain and determines the number of clients and households receiving the NPI based on the selection criteria entered on the parameter form.
- ❖ The ‘Program Included’ checkbox must be unchecked for this report to run.
- ❖ The begin and end dates compare to the NPI date on the outcome.
- ❖ If the County Break out is selected the report is broken out by the selected counties.
- ❖ When Emergency COVID-19 Only is checked only NPI outcomes that have the emergency COVID-19 indicator set to yes on the Household or Client Maintenance NPI tab are included in this report.

The screenshot shows a software interface for the CDSR040R report. At the top, there is a navigation bar with tabs: Members, Address, Incomes, RNG Services, NPI, Survey, Energy Share, Notes, and Services. The 'NPI' tab is currently active. Below the navigation bar, a message in red text reads: "Remember 'Check Emergency COVID-19' for Emergency COVID-19 Outcomes". The main area contains several input fields and dropdown menus. One specific dropdown menu, labeled "Emergency COVID-19", is highlighted with a red rectangular box. Other visible fields include "Program", "NPI", "Outcome Units", "Outcome Amt", "NPI Date", "Family Code", "County Name", and "Client ID Receiving Set". Each field has associated input controls like dropdown arrows and download icons.

The CDS Form – RNG NPI Reports

RNG Individual and Family NPI Report (CDSR040R)

CDSR040R	Montana Public Health and Human Services Intergovernmental Human Services Bureau INDIVIDUAL AND FAMILY NPI REPORT Detail Level: Selected CAA	Page: 1 of 2																						
DPHHS - IHSB		Run Date: 01/28/2021																						
HRDC																								
<p>CAA Name: District VII - HRDC</p> <table><thead><tr><th>Domain</th><th>NPI Outcomes</th><th># of Clients Received NPI</th><th># of HH Received NPI</th></tr></thead><tbody><tr><td>Education and Cognitive Development</td><td>2f - The number of adults who demonstrated improved basic education.</td><td>1</td><td>1</td></tr><tr><td>Housing</td><td>4b - The number of households who obtained safe and affordable housing.</td><td>4</td><td>3</td></tr><tr><td></td><td>4h - The number of households with improved energy efficiency and/or energy burden reduction in their homes.</td><td>30</td><td>19</td></tr><tr><td colspan="3">Services Supporting Multiple Domains</td></tr><tr><td colspan="3">6a.2 - Of the above, the number of Community Action program participants who improved their social networks.</td></tr></tbody></table>			Domain	NPI Outcomes	# of Clients Received NPI	# of HH Received NPI	Education and Cognitive Development	2f - The number of adults who demonstrated improved basic education.	1	1	Housing	4b - The number of households who obtained safe and affordable housing.	4	3		4h - The number of households with improved energy efficiency and/or energy burden reduction in their homes.	30	19	Services Supporting Multiple Domains			6a.2 - Of the above, the number of Community Action program participants who improved their social networks.		
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Education and Cognitive Development	2f - The number of adults who demonstrated improved basic education.	1	1																					
Housing	4b - The number of households who obtained safe and affordable housing.	4	3																					
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The CDS Form – RNG NPI Reports

RNG Individual and Family NPI Report (CDSR040R)

CDSR040R	Montana Public Health and Human Services Intergovernmental Human Services Bureau INDIVIDUAL AND FAMILY NPI REPORT Detail Level: Selected CAA	Page: 2 of 2 Run Date: 01/28/2021
DPHHS - IHSB HRDC		
<p>Report Level of Details: Selected CAA</p> <p>CAA Name: District VII - HRDC</p> <p>Date Range: 01/01/2020 to 12/31/2020</p> <p>Domain: All Domains</p> <p>Emergency COVID-19 Only: Yes</p> <p>County: None</p> <p>NPI:</p> <p>NOTES:</p> <p>The report selects all outcomes broken out by agency by domain and NPI outcomes and determines counts based on the data entered on the parameter form.</p> <p>If Emergency COVID-19 Only check box is checked only outcomes with Emergency COVID-19 will be selected.</p> <p>Domain is the description of the service domain.</p> <p>NPI Outcomes is the description of the National Performance Indicators (NPI) outcome.</p> <p>Number of Clients Received NPI is the count of distinct clients that received the NPI in the timeframe provided by the CAA.</p> <p>Number of Household Received NPI is the count of distinct households that received the NPI in the timeframe provided by the CAA.</p> <p>When a specific agency is selected and counties are selected then the counts will be broken down by county.</p>		

The CDS Form – RNG NPI Reports

RNG Individual and Family NPI Report (CDSR040R)

- ❖ The screenshot below is a version of the report run using the break out radio button “Break Out by Service Area”.

CDSR040R		Montana Public Health and Human Services Intergovernmental Human Services Bureau INDIVIDUAL AND FAMILY NPI REPORT Detail Level: Selected CAA	Page: 1 of 3 Run Date: 03/18/2021
CAA Name:	District VII - HRDC	HRDC	
County	Domain	# of Clients Received NPI	# of HH Received NPI
	NPI Outcomes		
CARBON			
	Housing		
	4b - The number of households with improved energy efficiency and/or energy burden reduction in their homes.	7	2
CASCADE			
	Employment		
	1h - The number of employed participants in a career-advancement related program who entered or transitioned into a position that provided increased income and/or benefits.	1	1
	Housing		
	4e - The number of households who avoided eviction.	1	1
	4h - The number of households with improved energy efficiency and/or energy burden reduction in their homes.	3	2
GALLATIN			
	Housing		
	4c - The number of households who maintained safe and affordable housing for 90 days.	1	1

The CDS Form – RNG NPI Reports

RNG Individual and Family NPI Report (CDSR040R)

CDSR040R	Montana Public Health and Human Services Intergovernmental Human Services Bureau INDIVIDUAL AND FAMILY NPI REPORT Detail Level: Selected CAA	Page: 3 of 3 Run Date: 03/18/2021
DPHHS - IHSB		HRDC
<p>Report Level of Details: Selected CAA</p> <p>CAA Name: District VII - HRDC</p> <p>Date Range: 01/01/2020 to 12/31/2020</p> <p>Domain: All Domains</p> <p>Emergency COVID-19 Only: No</p> <p>County:</p> <p>NPI:</p> <p>NOTES:</p> <p>The report selects all outcomes broken out by agency by domain and NPI outcomes and determines counts based on the data entered on the parameter form.</p> <p>If Emergency COVID-19 Only check box is checked only outcomes with Emergency COVID-19 will be selected.</p> <p>Domain is the description of the service domain.</p> <p>NPI Outcomes is the description of the National Performance Indicators (NPI) outcome.</p> <p>Number of Clients Received NPI is the count of distinct clients that received the NPI in the timeframe provided by the CAA.</p> <p>Number of Household Received NPI is the count of distinct households that received the NPI in the timeframe provided by the CAA.</p> <p>When a specific agency is selected and counties are selected then the counts will be broken down by county.</p>		

The CDS Form – RNG NPI Reports

RNG Individual and Family NPI Report (CDSR040R)

- ❖ The screenshot below is a version of the report run using the break out radio button “Break Out by All Counties”.

CDSR040R		Montana Public Health and Human Services Intergovernmental Human Services Bureau	Page: 1 of 2
DPHHS - IHSB		INDIVIDUAL AND FAMILY NPI REPORT	Run Date: 01/28/2021
		Detail Level: Selected CAA	HRDC
CAA Name:	District VII - HRDC	# of Clients Received NPI	# of HH Received NPI
County	Domain		
	NPI Outcomes		
CARBON			
	Housing		
	4h - The number of households with improved energy efficiency and/or energy burden reduction in their homes.	7	2
CASCADE			
	Housing		
	4h - The number of households with improved energy efficiency and/or energy burden reduction in their homes.	3	2
LEWIS & CLARK			
	Housing		
	4h - The number of households with improved energy efficiency and/or energy burden reduction in their homes.	1	1
LINCOLN			
	Housing		
	4h - The number of households with improved energy efficiency and/or energy burden reduction in their homes.	1	1

The CDS Form – RNG NPI Reports

RNG Individual and Family NPI Report (CDSR040R)

CDSR040R	Montana Public Health and Human Services Intergovernmental Human Services Bureau INDIVIDUAL AND FAMILY NPI REPORT Detail Level: Selected CAA	Page: 2 of 2 Run Date: 01/28/2021
DPHHS - IHSB		HRDC
<p>Report Level of Details: Selected CAA</p> <p>CAA Name: District VII - HRDC</p> <p>Date Range: 01/01/2020 to 12/31/2020</p> <p>Domain: All Domains</p> <p>Emergency COVID-19 Only: Yes</p> <p>County: Break out by All Counties</p> <p>NPI:</p> <p>NOTES:</p> <p>The report selects all outcomes broken out by agency by domain and NPI outcomes and determines counts based on the data entered on the parameter form.</p> <p>If Emergency COVID-19 Only check box is checked only outcomes with Emergency COVID-19 will be selected.</p> <p>Domain is the description of the service domain.</p> <p>NPI Outcomes is the description of the National Performance Indicators (NPI) outcome.</p> <p>Number of Clients Received NPI is the count of distinct clients that received the NPI in the timeframe provided by the CAA.</p> <p>Number of Household Received NPI is the count of distinct households that received the NPI in the timeframe provided by the CAA.</p> <p>When a specific agency is selected and counties are selected then the counts will be broken down by county.</p>		

The CDS Form – RNG NPI Reports

RNG Individual and Family NPI Report (CDSR040R)

- ❖ The screenshot below is a version of the report run using the break out radio button “Break Out by Selected Counties”.

CDSR040R		Montana Public Health and Human Services Intergovernmental Human Services Bureau	Page: 1 of 2
DPHHS - IHSB		INDIVIDUAL AND FAMILY NPI REPORT Detail Level: Selected CAA	Run Date: 03/18/2021
		HRDC	
CAA Name:	District VII - HRDC	# of Clients Received NPI	# of HH Received NPI
County	Domain		
	NPI Outcomes		
CARBON			
	Housing		
	4h - The number of households with improved energy efficiency and/or energy burden reduction in their homes.	7	2
YELLOWSTONE			
	Employment		
	1h - The number of employed participants in a career-advancement related program who entered or transitioned into a position that provided increased income and/or benefits.	1	1
	Housing		
	4b - The number of households who obtained safe and affordable housing.	2	1
	4h - The number of households with improved energy efficiency and/or energy burden reduction in their homes.	14	10
	4z.2 - Number of individuals who avoided a utility shut-off.	1	1
	Services Supporting Multiple Domains		
	6a.2 - Of the above, the number of Community Action program participants who improved their social networks.	1	1

The CDS Form – RNG NPI Reports

RNG Individual and Family NPI Report (CDSR040R)

CDSR040R	Montana Public Health and Human Services Intergovernmental Human Services Bureau INDIVIDUAL AND FAMILY NPI REPORT Detail Level: Selected CAA	Page: 2 of 2 Run Date: 03/18/2021
DPHHS - IHSB		HRDC
<p>Report Level of Details: Selected CAA CAA Name: District VII - HRDC Date Range: 01/01/2020 to 12/31/2020 Domain: All Domains Emergency COVID-19 Only: No County: Break out by Selected Counties (BIG HORN, CARBON, YELLOWSTONE) NPI:</p> <p>NOTES: The report selects all outcomes broken out by agency by domain and NPI outcomes and determines counts based on the data entered on the parameter form. If Emergency COVID-19 Only check box is checked only outcomes with Emergency COVID-19 will be selected. Domain is the description of the service domain. NPI Outcomes is the description of the National Performance Indicators (NPI) outcome. Number of Clients Received NPI is the count of distinct clients that received the NPI in the timeframe provided by the CAA. Number of Household Received NPI is the count of distinct households that received the NPI in the timeframe provided by the CAA. When a specific agency is selected and counties are selected then the counts will be broken down by county.</p>		

The CDS Form – RNG NPI Reports

RNG Individual and Family NPI with Programs Report (CDSR041R)

- ❖ This report displays the Individual and Family National Performance Indicator (NPI) outcomes broken out by agency, program and domain and determines the number of clients and households receiving the NPI based on the selection criteria entered on the parameter form.
- ❖ The ‘Program Included’ checkbox must be checked for this report to run.
- ❖ The begin and end dates compare to the NPI date on the outcome.
- ❖ If the County Break out is selected the report is broken out by the selected counties.
- ❖ When Emergency COVID-19 Only is checked only NPI outcomes that have the emergency COVID-19 indicator set to yes on the Household or Client Maintenance NPI tab are included in this report.

The screenshot shows a software interface for the CDSR041R report. At the top, there are tabs for Members, Address, Incomes, RNG Services, NPI, Survey, Energy Share, Notes, and Services. Below the tabs, a message reads "Remember 'Check Emergency COVID-19' for Emergency COVID-19 Outcomes". The main area has several input fields: Program (dropdown), NPI (dropdown), Outcome Units (dropdown), Outcome Amount (dropdown), NPI Date (dropdown), Emergency COVID-19 (dropdown, highlighted with a red box), Family Code (dropdown), County Name (dropdown), and Client ID Receiving Set (dropdown). There are also download and upload buttons for each field.

The CDS Form – RNG NPI Reports

RNG Individual and Family NPI with Programs Report (CDSR041R)

CDSR041R	Montana Public Health and Human Services Intergovernmental Human Services Bureau	Page: 2 of 5	
DPHHS - IHSB	INDIVIDUAL AND FAMILY NPI REPORT Detail Level: Selected CAA	Run Date: 03/19/2021	
HRDC			
CAA Name: District VII - HRDC Program: 301 - LIEAP			
Domain	NPI Outcomes	# of Clients Received NPI	# of HH Received NPI
Housing	4h - The number of households with improved energy efficiency and/or energy burden reduction in their homes.	32	19

The CDS Form – RNG NPI Reports

RNG Individual and Family NPI with Programs Report (CDSR041R)

CDSR041R	Montana Public Health and Human Services Intergovernmental Human Services Bureau INDIVIDUAL AND FAMILY NPI REPORT Detail Level: Selected CAA	Page: 5 of 5 Run Date: 03/19/2021
DPHHS - IHSB		HRDC
<p>Report Level of Details: Selected CAA CAA Name: District VII - HRDC Date Range: 01/01/2020 to 12/31/2020 Domain : All Domains Emergency COVID-19 Only: Yes County: None NPI: Program List:</p> <p>NOTES: The report selects all outcomes broken out by agency and program by domain and NPI outcomes and determines counts based on the data entered on the parameter form. Domain is the description of the service domain . NPI Outcomes is the description of the National Performance Indicators (NPI) outcome. Number of Clients Received NPI is the count of distinct clients that received the NPI in the timeframe provided by the CAA for the program. Number of Household Received NPI is the count of distinct households that received the NPI in the timeframe provided by the CAA for the program. When a specific agency is selected and county breakout is selected then the counts will be broken down by county within the agency and program.</p>		

The CDS Form – RNG NPI Reports

RNG Individual and Family NPI with Programs Report (CDSR041R)

- ❖ This version of the report is run with the “Break Out by Service Area” radio button selected.

CDSR041R		Montana Public Health and Human Services Intergovernmental Human Services Bureau	Page: 2 of 5
DPHHS - IHSB		INDIVIDUAL AND FAMILY NPI REPORT	Run Date: 03/19/2021
		Detail Level: Selected CAA	HRDC
CAA Name:	District VII - HRDC		
Program:	301 - LIEAP		
County			
Domain			
NPI Outcomes		# of Clients Received NPI	# of HH Received NPI
CARBON			
Housing	4h - The number of households with improved energy efficiency and/or energy burden reduction in their homes.	7	2
YELLOWSTONE			
Housing	4h - The number of households with improved energy efficiency and/or energy burden reduction in their homes.	8	7
UNKNOWN			
Housing	4h - The number of households with improved energy efficiency and/or energy burden reduction in their homes.	12	6

The CDS Form – RNG NPI Reports

RNG Individual and Family NPI with Programs Report (CDSR041R)

CDSR041R	Montana Public Health and Human Services Intergovernmental Human Services Bureau INDIVIDUAL AND FAMILY NPI REPORT Detail Level: Selected CAA	Page: 5 of 5 Run Date: 03/19/2021
DPHHS - IHSB		HRDC
<p>Report Level of Details: Selected CAA</p> <p>CAA Name: District VII - HRDC</p> <p>Date Range: 01/01/2020 to 12/31/2020</p> <p>Domain : All Domains</p> <p>Emergency COVID-19 Only: Yes</p> <p>County: Break out by Service Area</p> <p>NPI:</p> <p>Program List:</p> <p>NOTES:</p> <p>The report selects all outcomes broken out by agency and program by domain and NPI outcomes and determines counts based on the data entered on the parameter form.</p> <p>Domain is the description of the service domain .</p> <p>NPI Outcomes is the description of the National Performance Indicators (NPI) outcome.</p> <p>Number of Clients Received NPI is the count of distinct clients that received the NPI in the timeframe provided by the CAA for the program.</p> <p>Number of Household Received NPI is the count of distinct households that received the NPI in the timeframe provided by the CAA for the program.</p> <p>When a specific agency is selected and county breakout is selected then the counts will be broken down by county within the agency and program.</p>		

The CDS Form – RNG NPI Reports

RNG Individual and Family NPI with Programs Report (CDSR041R)

- ❖ This version of the report is with the “Break Out by All Counties” radio button selected.

CDSR041R		Montana Public Health and Human Services Intergovernmental Human Services Bureau INDIVIDUAL AND FAMILY NPI REPORT Detail Level: Selected CAA	Page: 1 of 11 Run Date: 03/19/2021
DPHHS - IHSB		HRDC	
CAA Name:	District VII - HRDC	# of Clients Received NPI	# of HH Received NPI
Program:	103 - WoRC		
County	Domain		
	NPI Outcomes		
LEWIS & CLARK			
Employment			
1b - The number of unemployed adults who obtained employment (up to a living wage).		1	1
SILVER BOW			
Education and Cognitive Development			
2e - The number of parents/caregivers who improved their home environments.		1	1
YELLOWSTONE			
Employment			
1h - The number of employed participants in a career-advancement related program who entered or transitioned into a position that provided increased income and/or benefits.		1	1
UNKNOWN			
Education and Cognitive Development			
2f - The number of adults who demonstrated improved basic education.		1	1

The CDS Form – RNG NPI Reports

RNG Individual and Family NPI with Programs Report (CDSR041R)

CDSR041R		Montana Public Health and Human Services Intergovernmental Human Services Bureau	Page: 3 of 11
DPHHS - IHSB		INDIVIDUAL AND FAMILY NPI REPORT Detail Level: Selected CAA	Run Date: 03/19/2021
		HRDC	
CAA Name: District VII - HRDC Program: 302 - Weatherization			
County	Domain	# of Clients Received NPI	# of HH Received NPI
	NPI Outcomes		
JEFFERSON			
Housing			
4z.2 - Number of individuals who avoided a utility shut-off.			
1 1			
LEWIS & CLARK			
Housing			
4b - The number of households who obtained safe and affordable housing.			
1 1			
4c - The number of households who maintained safe and affordable housing for 90 days.			
1 1			
YELLOWSTONE			
Housing			
4h - The number of households with improved energy efficiency and/or energy burden reduction in their homes.			
3 1			
UNKNOWN			
Housing			
4d - The number of households who maintained safe and affordable housing for 180 days.			
1 1			
4z.3 - Number of individuals who obtained utilities.			
1 1			

The CDS Form – RNG NPI Reports

RNG Individual and Family NPI with Programs Report (CDSR041R)

CDSR041R	Montana Public Health and Human Services Intergovernmental Human Services Bureau INDIVIDUAL AND FAMILY NPI REPORT Detail Level: Selected CAA	Page: 11 of 11 Run Date: 03/19/2021
DPHHS - IHSB		HRDC
<p>Report Level of Details: Selected CAA</p> <p>CAA Name: District VII - HRDC</p> <p>Date Range: 01/01/2020 to 12/31/2020</p> <p>Domain : All Domains</p> <p>Emergency COVID-19 Only: No</p> <p>County: Break out by All Counties</p> <p>NPI:</p> <p>Program List:</p>		
<p>NOTES:</p> <p>The report selects all outcomes broken out by agency and program by domain and NPI outcomes and determines counts based on the data entered on the parameter form.</p> <p>Domain is the description of the service domain .</p> <p>NPI Outcomes is the description of the National Performance Indicators (NPI) outcome.</p> <p>Number of Clients Received NPI is the count of distinct clients that received the NPI in the timeframe provided by the CAA for the program.</p> <p>Number of Household Received NPI is the count of distinct households that received the NPI in the timeframe provided by the CAA for the program.</p> <p>When a specific agency is selected and county breakout is selected then the counts will be broken down by county within the agency and program.</p>		

The CDS Form – RNG NPI Reports

RNG Individual and Family NPI with Programs Report (CDSR041R)

- ❖ This version of the report is run with the “Break Out by Selected Counties” radio button selected.

CDSR041R	Montana Public Health and Human Services Intergovernmental Human Services Bureau	Page: 2 of 7
DPHHS - IHSB	INDIVIDUAL AND FAMILY NPI REPORT Detail Level: Selected CAA	Run Date: 03/19/2021
		HRDC
CAA Name: District VII - HRDC		
Program: 301 - LIEAP		
County		
Domain		
NPI Outcomes	# of Clients Received NPI	# of HH Received NPI
CARBON		
Housing		
4h - The number of households with improved energy efficiency and/or energy burden reduction in their homes.	7	2
YELLOWSTONE		
Housing		
4h - The number of households with improved energy efficiency and/or energy burden reduction in their homes.	11	9

The CDS Form – RNG NPI Reports

RNG Individual and Family NPI with Programs Report (CDSR041R)

CDSR041R	Montana Public Health and Human Services Intergovernmental Human Services Bureau INDIVIDUAL AND FAMILY NPI REPORT Detail Level: Selected CAA	Page: 4 of 7 Run Date: 03/19/2021
DPHHS - IHSB		HRDC
CAA Name: District VII - HRDC Program: 303 - Warm Homes		
County	Domain	# of Clients Received NPI # of HH Received NPI
NPI Outcomes		
YELLOWSTONE		
Housing		
4b - The number of households who obtained safe and affordable housing.		2 1

The CDS Form – RNG NPI Reports

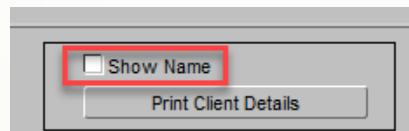
RNG Individual and Family NPI with Programs Report (CDSR041R)

CDSR041R	Montana Public Health and Human Services Intergovernmental Human Services Bureau INDIVIDUAL AND FAMILY NPI REPORT Detail Level: Selected CAA	Page: 7 of 7 Run Date: 03/19/2021
DPHHS - IHSB		HRDC
Report Level of Details: Selected CAA		
CAA Name: District VII - HRDC		
Date Range: 01/01/2020 to 12/31/2020		
Domain : All Domains		
Emergency COVID-19 Only: No		
County: Break out by Selected Counties (CARBON, SWEET GRASS, YELLOWSTONE)		
NPI:		
Program List:		
NOTES:		
The report selects all outcomes broken out by agency and program by domain and NPI outcomes and determines counts based on the data entered on the parameter form.		
Domain is the description of the service domain .		
NPI Outcomes is the description of the National Performance Indicators (NPI) outcome.		
Number of Clients Received NPI is the count of distinct clients that received the NPI in the timeframe provided by the CAA for the program.		
Number of Household Received NPI is the count of distinct households that received the NPI in the timeframe provided by the CAA for the program.		
When a specific agency is selected and county breakout is selected then the counts will be broken down by county within the agency and program.		

The CDS Form – RNG NPI Reports

RNG Individual and Family NPI Client Details Report (CDSR042R)

- ❖ This report displays the Individual and Family National Performance Indicator (NPI) outcomes broken out by agency and domain and determines the clients and households receiving the NPI based on the selection criteria entered on the parameter form.
- ❖ The ‘Program Included’ checkbox must be unchecked for this report to run.
- ❖ The begin and end dates compare to the NPI date on the outcome.
- ❖ The Client Name displays if the Show Name Checkbox is checked.



- ❖ If the County Break out is selected the report is broken out by the selected counties.
- ❖ When Emergency COVID-19 Only is checked only NPI outcomes that have the emergency COVID-19 indicator set to yes on the Household or Client Maintenance NPI tab are included in this report.

A screenshot of a software application window titled 'CDSR042R - RNG Individual and Family NPI Client Details Report'. The window has a toolbar at the top with tabs: Members, Address, Incomes, RNG Services, NPI, Survey, Energy Share, Notes, and Services. The 'NPI' tab is active. Below the toolbar, there is a message: 'Remember "Check Emergency COVID-19" for Emergency COVID-19 Outcomes'. The main area contains several input fields and dropdown menus. A specific dropdown menu under the 'Emergency COVID-19' heading is highlighted with a red box. Other visible fields include 'Program', 'NPI', 'Outcome Units', 'Outcome Amt', 'NPI Date', 'Family Code', 'County Name', and 'Client ID Receiving Ser'.

The CDS Form – RNG NPI Reports

RNG Individual and Family NPI Client Details Report (CDSR042R)

CDSR042R		Montana Public Health and Human Services Intergovernmental Human Services Bureau	Page: 1 of 2
		INDIVIDUAL AND FAMILY NPI CLIENT DETAIL REPORT	Run Date: 01/28/2021
DPHHS - IHSB		Detail Level: Selected CAA	
		HRDC	
CAA Name:	District VII - HRDC		
Domain	NPI Outcomes	Client ID	Household ID
Education and Cognitive Development			
2f - The number of adults who demonstrated improved basic education.			
		153322	120827
Housing			
4b - The number of households who obtained safe and affordable housing.			
		1477	679
		1478	679
		153322	120827
		159012	126517
4h - The number of households with improved energy efficiency and/or energy burden reduction in their homes.			
		159012	126517
		166605	134110
		168037	135542
		171210	138715
		173699	141379
		174196	141763
		174198	141764
		174199	141764
		174200	141764
		174201	141764
		174202	141764
		174203	141764
		174465	141961
		174886	142226
		174909	142246
		175465	142246
		175466	142246
		175225	142406
		175425	142586
		176045	143252
		13412	143288
		176145	143306
		176225	143306
		176265	143406
		176266	143406
		176267	143407
		176268	143407
		176269	143407
		176270	143408
		176271	143409
Services Supporting Multiple Domains			
6a.2 - Of the above, the number of Community Action program participants who improved their social networks.			
		175945	143166

The CDS Form – RNG NPI Reports

RNG Individual and Family NPI Client Details Report (CDSR042R)

CDSR042R	Montana Public Health and Human Services Intergovernmental Human Services Bureau INDIVIDUAL AND FAMILY NPI CLIENT DETAIL REPORT Detail Level: Selected CAA	Page: 2 of 2 Run Date: 01/28/2021
DPHHS - IHSB		HRDC
<p>Report Level of Details: Selected CAA</p> <p>CAA Name: District VII - HRDC</p> <p>Date Range: 01/01/2020 to 12/31/2020</p> <p>Domain: All Domains</p> <p>Emergency COVID-19 Only: Yes</p> <p>County: None</p> <p>NPI:</p> <p>Program List:</p> <p>Show Names: No</p>		
<p>NOTES:</p> <p>The report selects all outcomes broken out by agency and program by domain and NPI outcomes and determines clients based on the data entered on the parameter form.</p> <p>Domain is the description of the service domain .</p> <p>NPI Outcomes is the description of the National Performance Indicators (NPI) outcome.</p> <p>Client ID is the distinct clients that received the NPI in the timeframe provided by the CAA for the program.</p> <p>Household ID is the distinct households for each client that received the NPI in the timeframe provided by the CAA for the program.</p> <p>The report will show the names of the clients when the Show Names was checked on the parameter form.</p> <p>When a specific agency is selected and a county breakout is the selected the counts will be broken down by county.</p>		

The CDS Form – RNG NPI Reports

RNG Individual and Family NPI Client Details Report (CDSR042R)

- ❖ Show name check box is checked.

Housing			
4b - The number of households who obtained safe and affordable housing.			
AAARGH, FAY		159012	126517
AAARL, LINDA		153322	120827
AAART, ANNE		165839	133344

The CDS Form – RNG NPI Reports

RNG Individual and Family NPI Client Details Report (CDSR042R)

- ❖ This version of the report is with the “Break Out by Service Area” radio button selected.

CDSR042R		Montana Public Health and Human Services Intergovernmental Human Services Bureau		Page: 1 of 3 Run Date: 01/28/2021					
INDIVIDUAL AND FAMILY NPI CLIENT DETAIL REPORT				Detail Level: Selected CAA					
DPHHS - IHSB									
CAA Name: District VII - HRDC									
County	Domain	NPI Outcomes	Client ID	Household ID					
CARBON									
Housing		4h - The number of households with improved energy efficiency and/or energy burden reduc							
			173699	141379					
			174203	141764					
			174202	141764					
			174201	141764					
			174200	141764					
			174199	141764					
			174198	141764					
YELLOWSTONE									
Housing		4b - The number of households who obtained safe and affordable housing.							
			1477	679					
			1478	679					

The CDS Form – RNG NPI Reports

RNG Individual and Family NPI Client Details Report (CDSR042R)

CDSR042R	Montana Public Health and Human Services Intergovernmental Human Services Bureau	Page: 3 of 3 Run Date: 01/28/2021
INDIVIDUAL AND FAMILY NPI CLIENT DETAIL REPORT		
DPHHS - IHSB		Detail Level: Selected CAA
HRDC		
Report Level of Details:	Selected CAA	
CAA Name:	District VII - HRDC	
Date Range:	01/01/2020 to 12/31/2020	
Domain:	All Domains	
Emergency COVID-19 Only:	Yes	
County:	Break out by Service Area	
NPI:		
Program List:		
Show Names:	No	
NOTES:		
The report selects all outcomes broken out by agency and program by domain and NPI outcomes and determines clients based on the data entered on the parameter form.		
Domain is the description of the service domain .		
NPI Outcomes is the description of the National Performance Indicators (NPI) outcome.		
Client ID is the distinct clients that received the NPI in the timeframe provided by the CAA for the program.		
Household ID is the distinct households for each client that received the NPI in the timeframe provided by the CAA for the program.		
The report will show the names of the clients when the Show Names was checked on the parameter form.		
When a specific agency is selected and a county breakout is the selected the counts will be broken down by county.		

The CDS Form – RNG NPI Reports

RNG Individual and Family NPI Client Details Report (CDSR042R)

- ❖ This version of the report is with the “Break Out by All Counties” radio button selected.

CDSR042R		Montana Public Health and Human Services Intergovernmental Human Services Bureau	Page: 1 of 5 Run Date: 03/18/2021
INDIVIDUAL AND FAMILY NPI CLIENT DETAIL REPORT			
DPHHS - IHSB		Detail Level: Selected CAA	HRDC
CAA Name: District VII - HRDC			
County	Domain	NPI Outcomes	Client ID Household ID
CARBON			
Housing			
4h - The number of households with improved energy efficiency and/or energy burden reduc			
		174200	141764
		173699	141379
		174203	141764
		174202	141764
		174201	141764
		174199	141764
		174198	141764
CASCADE			
Employment			
1h - The number of employed participants in a career-advancement related program who en			
		176045	143252
Housing			
4e - The number of households who avoided eviction.			
		18507	143506
4h - The number of households with improved energy efficiency and/or energy burden reduc			
		176145	143306
		176225	143306
		176045	143252
GALLATIN			
Housing			
4c - The number of households who maintained safe and affordable housing for 90 days.			
		175587	143066

The CDS Form – RNG NPI Reports

RNG Individual and Family NPI Client Details Report (CDSR042R)

CDSR042R	Montana Public Health and Human Services Intergovernmental Human Services Bureau	Page: 5 of 5 Run Date: 03/18/2021
INDIVIDUAL AND FAMILY NPI CLIENT DETAIL REPORT		
DPHHS - IHSB	Detail Level: Selected CAA	HRDC

Report Level of Details: Selected CAA

CAA Name: District VII - HRDC

Date Range: 01/01/2020 to 12/31/2020

Domain: All Domains

Emergency COVID-19 Only: No

County: Break out by All Counties

NPI:

Program List:

Show Names: No

NOTES:

The report selects all outcomes broken out by agency and program by domain and NPI outcomes and determines clients based on the data entered on the parameter form.

Domain is the description of the service domain .

NPI Outcomes is the description of the National Performance Indicators (NPI) outcome.

Client ID is the distinct clients that received the NPI in the timeframe provided by the CAA for the program.

Household ID is the distinct households for each client that received the NPI in the timeframe provided by the CAA for the program.

The report will show the names of the clients when the Show Names was checked on the parameter form.

When a specific agency is selected and a county breakout is the selected the counts will be broken down by county.

The CDS Form – RNG NPI Reports

RNG Individual and Family NPI Client Details Report (CDSR042R)

- This version of the report is with the “Break Out by Selected Counties” radio button selected.

CDSR042R		Montana Public Health and Human Services Intergovernmental Human Services Bureau	Page: 1 of 3
INDIVIDUAL AND FAMILY NPI CLIENT DETAIL REPORT		Detail Level: Selected CAA	Run Date: 03/18/2021
DPHHS - IHSB		HRDC	
CAA Name:	District VII - HRDC	Client ID	Household ID
County	Domain	NPI Outcomes	
CARBON			
Housing			
4h - The number of households with improved energy efficiency and/or energy burden reduc			
		173699	141379
		174200	141764
		174198	141764
		174199	141764
		174201	141764
		174203	141764
		174202	141764
LEWIS & CLARK			
Employment			
1b - The number of unemployed adults who obtained employment (up to a living wage).			
		175245	1
		175245	1
		175245	1
		175245	1
		175245	1
		175245	1
Education and Cognitive Development			
2c.1 - Early Childhood Education (ages 0-5)			
		176026	143226

The CDS Form – RNG NPI Reports

RNG Individual and Family NPI Client Details Report (CDSR042R)

CDSR042R	Montana Public Health and Human Services Intergovernmental Human Services Bureau	Page: 3 of 3 Run Date: 03/18/2021
INDIVIDUAL AND FAMILY NPI CLIENT DETAIL REPORT		
DPHHS - IHSB	Detail Level: Selected CAA	HRDC

Report Level of Details: Selected CAA
CAA Name: District VII - HRDC
Date Range: 01/01/2020 to 12/31/2020
Domain: All Domains
Emergency COVID-19 Only: No
County: Break out by Selected Counties (CARBON, LEWIS & CLARK)
NPI:
Program List:
Show Names: No

NOTES:

The report selects all outcomes broken out by agency and program by domain and NPI outcomes and determines clients based on the data entered on the parameter form.

Domain is the description of the service domain .

NPI Outcomes is the description of the National Performance Indicators (NPI) outcome.

Client ID is the distinct clients that received the NPI in the timeframe provided by the CAA for the program.

Household ID is the distinct households for each client that received the NPI in the timeframe provided by the CAA for the program.

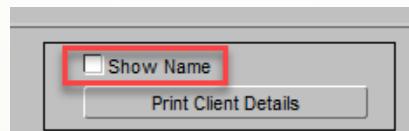
The report will show the names of the clients when the Show Names was checked on the parameter form.

When a specific agency is selected and a county breakout is the selected the counts will be broken down by county.

The CDS Form – RNG NPI Reports

RNG Individual and Family NPI with programs Client Details Report (CDSR043R)

- ❖ This report displays the Individual and Family National Performance Indicator (NPI) outcomes broken out by agency and domain and determines the clients and households receiving the NPI based on the selection criteria entered on the parameter form.
- ❖ The ‘Program Included’ checkbox must be checked for this report to run.
- ❖ The begin and end dates compare to the NPI date on the outcome.
- ❖ The Client Name displays if the Show Name Checkbox is checked.



- ❖ If the County Break out is selected the report is broken out by the selected counties.
- ❖ When Emergency COVID-19 Only is checked only NPI outcomes that have the emergency COVID-19 indicator set to yes on the Household or Client Maintenance NPI tab are included in this report.

A screenshot of the CDSR043R report interface. At the top, there is a navigation bar with tabs: Members, Address, Incomes, RNG Services, NPI, Survey, Energy Share, Notes, and Services. The 'NPI' tab is active. Below the navigation bar, a message says 'Remember "Check Emergency COVID-19" for Emergency COVID-19 Outcomes'. The main area contains a search criteria grid with columns: Program, NPI, Outcome Units, Outcome Amount, NPI Date, Emergency COVID-19 (which has a red box around it), Family Code, County Name, and Client ID Receiving Ser. There are also download and search icons for each column.

The CDS Form – RNG NPI Reports

RNG Individual and Family NPI with programs Client Details Report (CDSR043R)

CDSR043R	Montana Public Health and Human Services Intergovernmental Human Services Bureau	Page: 3 of 5 Run Date: 03/19/2021	
INDIVIDUAL AND FAMILY NPI CLIENT DETAIL REPORT			
DPHHS - IHSB	Detail Level: Selected CAA	HRDC	
 CAA Name: District VII - HRDC Program: 303 - Warm Homes			
Domain	NPI Outcomes	Client ID	Household ID
Housing	4b - The number of households who obtained safe and affordable housing.	1477 1478 153322 159012	679 679 120827 126517

The CDS Form – RNG NPI Reports

RNG Individual and Family NPI with Programs Client Details Report (CDSR043R)

CDSR043R	Montana Public Health and Human Services Intergovernmental Human Services Bureau	Page: 5 of 5 Run Date: 03/19/2021
INDIVIDUAL AND FAMILY NPI CLIENT DETAIL REPORT		
DPHHS - IHSB	Detail Level: Selected CAA	HRDC
Report Level of Details: Selected CAA		
CAA Name: District VII - HRDC		
Date Range: 01/01/2020 to 12/31/2020		
Domain: All Domains		
Emergency COVID-19 Only: Yes		
County: None		
NPI:		
Program List:		
Show Names: No		
NOTES:		
The report selects all outcomes broken out by agency and program by domain and NPI outcomes and determines clients based on the data entered on the parameter form.		
Domain is the description of the service domain .		
NPI Outcomes is the description of the National Performance Indicators (NPI) outcome.		
Client ID is the distinct clients that received the NPI in the timeframe provided by the CAA for the program.		
Household ID is the distinct households for each client that received the NPI in the timeframe provided by the CAA for the program.		
The report will show the names of the clients when the Show Names was checked on the parameter form.		
When a specific agency is selected and county breakout is selected then the counts will be broken down by the county within the agency and program.		

The CDS Form – RNG NPI Reports

RNG Individual and Family NPI with Programs Client Details Report (CDSR043R)

- ❖ Show name check box is checked.

CDSR043R	Montana Public Health and Human Services Intergovernmental Human Services Bureau	Page: 4 of 12 Run Date: 03/19/2021	
INDIVIDUAL AND FAMILY NPI CLIENT DETAIL REPORT			
DPHHS - IHSB	Detail Level: Selected CAA	HRDC	
CAA Name: District VII - HRDC			
Program: 302 - Weatherization			
Domain	NPI Outcomes	Client ID	Household ID
Housing			
4b - The number of households who obtained safe and affordable housing.	,, T U, V	176005	143206
4c - The number of households who maintained safe and affordable housing for 90 days.	,, T U, V	176005	143206
4d - The number of households who maintained safe and affordable housing for 180 days.	AAARGH, FAY	159012	126517

The CDS Form – RNG NPI Reports

RNG Individual and Family NPI with Programs Client Details Report (CDSR043R)

- ❖ This version of the report is run with the “Break Out by Service Area” radio button selected.

CDSR043R		Montana Public Health and Human Services Intergovernmental Human Services Bureau		Page: 2 of 8	Run Date: 03/19/2021
		INDIVIDUAL AND FAMILY NPI CLIENT DETAIL REPORT			
DPHHS - IHSB		Detail Level: Selected CAA		HRDC	
County	Domain	NPI Outcomes	Client ID	Household ID	
CARBON					
	Housing	4h - The number of households with improved energy efficiency and/or energy burden red			
			174200	141764	
			174199	141764	
			174203	141764	
			174202	141764	
			174201	141764	
			174198	141764	
			173699	141379	
YELLOWSTONE					
	Housing	4h - The number of households with improved energy efficiency and/or energy burden red			
			166605	134110	
			13412	143288	
			176270	143408	
			175985	143187	
			175986	143187	
			175945	143166	
			175868	143408	
			175425	142586	
			174886	142226	
			176271	143409	
			174465	141961	

The CDS Form – RNG NPI Reports

RNG Individual and Family NPI with Programs Client Details Report (CDSR043R)

CDSR043R	Montana Public Health and Human Services Intergovernmental Human Services Bureau	Page: 8 of 8 Run Date: 03/19/2021
INDIVIDUAL AND FAMILY NPI CLIENT DETAIL REPORT		
DPHHS - IHSB	Detail Level: Selected CAA	HRDC
Report Level of Details: Selected CAA		
CAA Name: District VII - HRDC		
Date Range: 01/01/2020 to 12/31/2020		
Domain: All Domains		
Emergency COVID-19 Only: No		
County: Break out by Service Area		
NPI:		
Program List:		
Show Names: No		
NOTES:		
The report selects all outcomes broken out by agency and program by domain and NPI outcomes and determines clients based on the data entered on the parameter form.		
Domain is the description of the service domain .		
NPI Outcomes is the description of the National Performance Indicators (NPI) outcome.		
Client ID is the distinct clients that received the NPI in the timeframe provided by the CAA for the program.		
Household ID is the distinct households for each client that received the NPI in the timeframe provided by the CAA for the program.		
The report will show the names of the clients when the Show Names was checked on the parameter form.		
When a specific agency is selected and county breakout is selected then the counts will be broken down by the county within the agency and program.		

The CDS Form – RNG NPI Reports

RNG Individual and Family NPI with Programs Client Details Report (CDSR043R)

- ❖ This version of the report is run with the “Break Out by All Counties” radio button selected.

CDSR043R		Montana Public Health and Human Services Intergovernmental Human Services Bureau		Page: 2 of 6 Run Date: 03/19/2021	
INDIVIDUAL AND FAMILY NPI CLIENT DETAIL REPORT				Detail Level: Selected CAA	
DPHHS - IHSB				HRDC	
CAA Name: District VII - HRDC Program: 301 - LIEAP					
County	Domain	NPI Outcomes	Client ID	Household ID	
CARBON					
Housing					
4h - The number of households with improved energy efficiency and/or energy burden red					
174198 141764					
174199 141764					
174203 141764					
173699 141379					
174201 141764					
174202 141764					
174200 141764					
CASCADE					
Housing					
4h - The number of households with improved energy efficiency and/or energy burden red					
176145 143306					
176045 143252					
176225 143306					

The CDS Form – RNG NPI Reports

RNG Individual and Family NPI with Programs Client Details Report (CDSR043R)

CDSR043R	Montana Public Health and Human Services Intergovernmental Human Services Bureau	Page: 6 of 6 Run Date: 03/19/2021
INDIVIDUAL AND FAMILY NPI CLIENT DETAIL REPORT		
DPHHS - IHSB		Detail Level: Selected CAA
HRDC		
Report Level of Details:	Selected CAA	
CAA Name:	District VII - HRDC	
Date Range:	01/01/2020 to 12/31/2020	
Domain:	All Domains	
Emergency COVID-19 Only:	Yes	
County:	Break out by All Counties	
NPI:		
Program List:		
Show Names:	No	
NOTES:		
The report selects all outcomes broken out by agency and program by domain and NPI outcomes and determines clients based on the data entered on the parameter form.		
Domain is the description of the service domain .		
NPI Outcomes is the description of the National Performance Indicators (NPI) outcome.		
Client ID is the distinct clients that received the NPI in the timeframe provided by the CAA for the program.		
Household ID is the distinct households for each client that received the NPI in the timeframe provided by the CAA for the program.		
The report will show the names of the clients when the Show Names was checked on the parameter form.		
When a specific agency is selected and county breakout is selected then the counts will be broken down by the county within the agency and program.		

The CDS Form – RNG NPI Reports

RNG Individual and Family NPI with Programs Client Details Report (CDSR043R)

- ❖ This version of the report is run with the “Break Out by Selected Counties” radio button selected.

CDSR043R	Montana Public Health and Human Services Intergovernmental Human Services Bureau	Page: 1 of 3
INDIVIDUAL AND FAMILY NPI CLIENT DETAIL REPORT		
DPHHS - IHSB	Detail Level: Selected CAA	Run Date: 03/18/2021
HRDC		
CAA Name: District VII - HRDC		
Service Program: 301 - LIEAP		
County	Domain	NPI Outcomes
CARBON		
Housing		
4h - The number of households with improved energy efficiency and/or energy burden red		
	174198	141764
	173699	141379
	174200	141764
	174203	141764
	174199	141764
	174201	141764
	174202	141764

The CDS Form – RNG NPI Reports

RNG Individual and Family NPI with Programs Client Details Report (CDSR043R)

CDSR041R	Montana Public Health and Human Services Intergovernmental Human Services Bureau INDIVIDUAL AND FAMILY NPI REPORT Detail Level: Selected CAA	Page: 2 of 3 Run Date: 03/19/2021
DPHHS - IHSB		HRDC
CAA Name: District VII - HRDC Program: 303 - Warm Homes		
County		
Domain		
<u>NPI Outcomes</u>	<u># of Clients Received NPI</u>	<u># of HH Received NPI</u>
GALLATIN		
Housing		
4c - The number of households who maintained safe and affordable housing for 90 days.	1	1

The CDS Form – RNG NPI Reports

RNG Individual and Family NPI with Programs Client Details Report (CDSR043R)

CDSR041R	Montana Public Health and Human Services Intergovernmental Human Services Bureau	Page: 3 of 3
DPHHS - IHSB	INDIVIDUAL AND FAMILY NPI REPORT	Run Date: 03/19/2021
	Detail Level: Selected CAA	HRDC
<p>Report Level of Details: Selected CAA</p> <p>CAA Name: District VII - HRDC</p> <p>Date Range: 01/01/2020 to 12/31/2020</p> <p>Domain : All Domains</p> <p>Emergency COVID-19 Only: No</p> <p>County: Break out by Selected Counties (CARBON, GALLATIN)</p> <p>NPI:</p> <p>Program List:</p> <p>NOTES:</p> <p>The report selects all outcomes broken out by agency and program by domain and NPI outcomes and determines counts based on the data entered on the parameter form.</p> <p>Domain is the description of the service domain .</p> <p>NPI Outcomes is the description of the National Performance Indicators (NPI) outcome.</p> <p>Number of Clients Received NPI is the count of distinct clients that received the NPI in the timeframe provided by the CAA for the program.</p> <p>Number of Household Received NPI is the count of distinct households that received the NPI in the timeframe provided by the CAA for the program.</p> <p>When a specific agency is selected and county breakout is selected then the counts will be broken down by county within the agency and program.</p>		

The CDS Form – RNG All Characteristics Reports

- ❖ The RNG NASCSP All Characteristics Reports parameter screen allows selection of programs and/or RNG Services for an agency or all agencies within a date range as criteria for printing client and demographic counts.
- ❖ The screen allows the user to limit the data returned by: CAA, County, Dates, Vets only, Emergency COVID-19, Selected Programs and Selected RNG Services.

Central Database System

Action Go To... Reports Edit Block Field Record Query Help

ORACLE

RNG NASCSP All Characteristics Reports Parameters

CDSR004F TEST99 02/03/2021 09:13 AM

Level of Detail All Levels of Detail Clear Selections

CAA County of Service County Start Date (MM/DD/YYYY) End Date Count Veterans only

All Services Emergency COVID Only Without Emergency COVID Both COVID and Regular

Select Programs of Service

Name	Description

Select Services

CAA	Service Type	Service Type Description	Breakout	Breakout Description

Report Details

Gender Age Education Disconnected Youth Health Ethnicity Race Military Status Work Status

Client Details

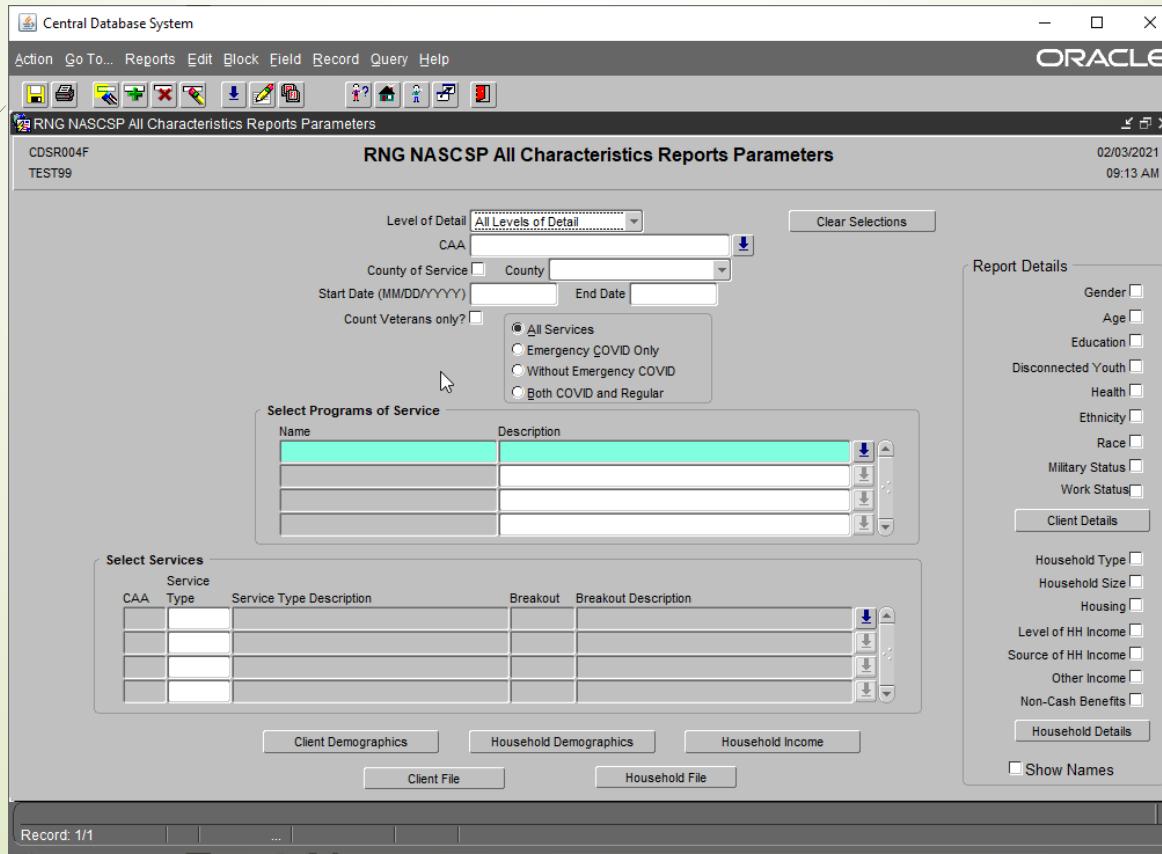
Household Type Household Size Housing Level of HH Income Source of HH Income Other Income Non-Cash Benefits Household Details

Show Names

Client Demographics Household Demographics Household Income

Client File Household File

Record: 1/1



The CDS Form – RNG All Characteristics Reports

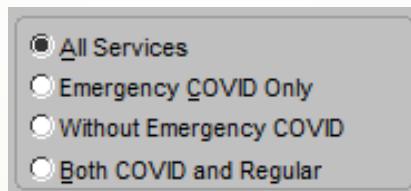
- ❖ **Level of Details:** The choices for this parameter are “All Levels of Detail” and “Selected CAA”. If “Selected CAA” is chosen the name of the CAA must be chosen.
- ❖ **CAA Name:** If Report Level of Detail Choice is “Selected CAA”, then the CAA name must be selected from the drop down list.
- ❖ **County of Service:** This parameter determines if the reports are broken down by County of Service. The default is unchecked which means the reports are not broken down by county. This parameter is optional
- ❖ **County:** This parameter is only allowed if Agency is selected and the County of Service checkbox is checked. Allows the user to further define the report down to a specific county. This parameter is optional.
- ❖ **Start Date (MM/DD/YYYY):** This is the earliest date of service for the clients/households to be included in the report.
- ❖ **End Date:** The last date of service for clients/households to be included in the report.
- ❖ **Count Veterans Only?:** If this checkbox is checked the reports only include clients/households that are veterans or active duty. If the household report is selected then it includes households with veterans or active duty clients only.

RNG NASCSP All Characteristics Reports Parameters

Level of Detail	All Levels of Detail	Clear Selections
CAA	<input type="text"/>	<input type="button" value="▼"/>
County of Service	<input type="checkbox"/> County	<input type="button" value="▼"/>
Start Date (MM/DD/YYYY)	<input type="text"/>	End Date <input type="text"/>
Count Veterans only?	<input type="checkbox"/>	<input type="radio"/> All Services <input type="radio"/> Emergency COVID Only <input type="radio"/> Without Emergency COVID <input type="radio"/> Both COVID and Regular

The CDS Form – RNG All Characteristics Reports

- ❖ **COVID Radio Button:** Allows the user to determine what COVID-19 data they want based on which radio button is selected.
 - **All Services:** Selects all RNG Services in the date range and prior selection criteria to include in the report counts.
 - **Emergency COVID Only:** This option selects only households/clients with only Emergency COVID-19 RNG Services to include on the report.
 - **Without Emergency COVID:** This option selects only households/clients with only regular RNG Services to include on the report.
 - **Both COVID and Regular:** This option selects households/clients with both regular RNG Services and Emergency COVID-19 RNG Services to include on the report.



- ❖ **Select Programs of Services:** This narrows down the report based the program sources of services for the clients/households to include in the report.

The image shows a table titled "Select Programs of Service". The table has two columns: "Name" and "Description". There are four rows in the table. Each row contains a downward-pointing arrow icon at the end of the "Description" column. The entire table is enclosed in a light gray border.

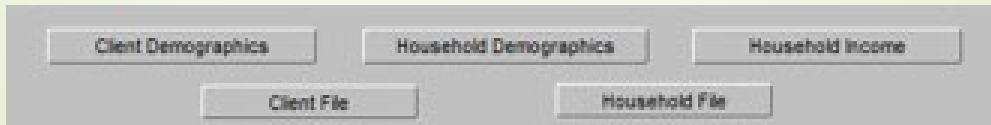
Name	Description

The CDS Form – RNG All Characteristics Reports

- ❖ **Select Services:** This is used to specify RNG Services for clients/households to include in the report. Filtered by programs if they are entered. **NOTE:** If RNG Services are not specified the report is treated as if all RNG services are selected.

Select Services				
CAA	Type	Service Type Description	Breakout	Breakout Description

- ❖ **Client Demographics:** This button is used to run the All Characteristics Client Demographics report (CDSR004R).
- ❖ **Household Demographics:** This button is used to run the All Characteristics Household Demographics report (CDSR005R).
- ❖ **Household Income:** This button is used to run the All Characteristics Household Income report (CDSR006R).
- ❖ **Client File:** This button is used to run the All Characteristics Client file (CDSR008R).
- ❖ **Household File:** This button is used to run the All Characteristics Household file (CDSR108R).

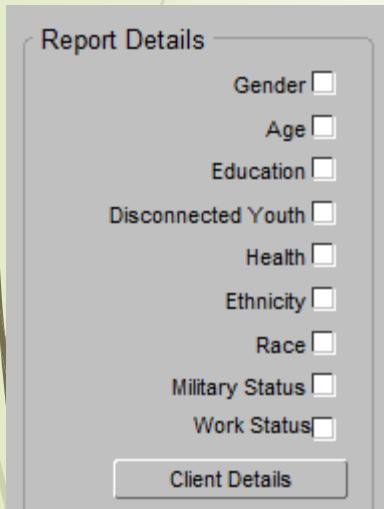


The CDS Form – RNG All Characteristics Reports

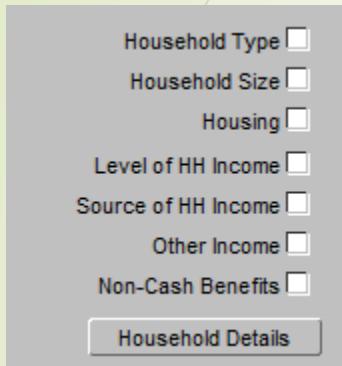
- ❖ **Report Details:** Allows the user to determine what COVID-19 data to display in the report based on which checkbox(es) are selected. These reports are only generated when either the Client Details button or the Household Details button is pressed.

➤ Client Details Report

- **Gender:** This checkbox is used to display the Gender column on the RNG NASCSP All Characteristics – Client Details report when the ‘Client Details’ button is pressed.
- **Age:** This checkbox is used to display the Age column on the RNG NASCSP All Characteristics – Client Details report when the ‘Client Details’ button is pressed.
- **Education:** This checkbox is used to display the Education column on the RNG NASCSP All Characteristics – Client Details report when the ‘Client Details’ button is pressed.
- **Disconnected Youth:** This checkbox is used to display the Disconnected Youth column on the RNG NASCSP All Characteristics – Client Details report when the ‘Client Details’ button is pressed.
- **Health:** This checkbox is used to display the Health Insurance column on the RNG NASCSP All Characteristics – Client Details report when the ‘Client Details’ button is pressed.
- **Ethnicity:** This checkbox is used to display the Ethnicity column on the RNG NASCSP All Characteristics – Client Details report when the ‘Client Details’ button is pressed.
- **Race:** This checkbox is used to display the Race column on the RNG NASCSP All Characteristics – Client Details report when the ‘Client Details’ button is pressed.
- **Military Status:** This checkbox is used to display the Military Status column on the RNG NASCSP All Characteristics – Client Details report when the ‘Client Details’ button is pressed.
- **Work Status:** This checkbox is used to display the Work Status column on the RNG NASCSP All Characteristics – Client Details report when the ‘Client Details’ button is pressed.
- **Client Details Button:** Press this button to create the RNG NASCSP All Characteristics – Client Details Report.



The CDS Form – RNG All Characteristics Reports



➤ Household Details Report

- **Household Type:** This checkbox is used to display the Gender column on the RNG NASCSP All Characteristics – Client Details report when the ‘Client Details’ button is pressed.
 - **Household Size:** This checkbox is used to display the Age column on the RNG NASCSP All Characteristics – Client Details report when the ‘Client Details’ button is pressed.
 - **Housing:** This checkbox is used to display the Education column on the RNG NASCSP All Characteristics – Client Details report when the ‘Client Details’ button is pressed.
 - **Level of HH Income:** This checkbox is used to display the Disconnected Youth column on the RNG NASCSP All Characteristics – Client Details report when the ‘Client Details’ button is pressed.
 - **Source of HH Income:** This checkbox is used to display the Health Insurance column on the RNG NASCSP All Characteristics – Client Details report when the ‘Client Details’ button is pressed.
 - **Other Income:** This checkbox is used to display the Ethnicity column on the RNG NASCSP All Characteristics – Client Details report when the ‘Client Details’ button is pressed.
 - **Non-Cash Benefits:** This checkbox is used to display the Race column on the RNG NASCSP All Characteristics – Client Details report when the ‘Client Details’ button is pressed.
 - **Household Details Button:** Press this button to create the RNG NASCSP All Characteristics – Client Details Report.
-
- **Show Names:** When this checkbox is checked the Client File, Household File, Client Details report and Household Details report all contain the client names. When not checked, the Client and Household Files display asterisks (*) in the name field. The Client and Household Details files display a blank column on the report.

Show Names

The CDS Form – RNG All Characteristics Reports

RNG NASCSP All Characteristics Client Demographics Report (CDSR004R)

- ❖ This report shows the individual level characteristics for Gender, Age, Education levels, Disconnect Youth, Health, Ethnicity, Race, Military Status and Work Status.
- ❖ This report displays 20 sections.
- ❖ The report changes depending on which parameters are selected.
 - When the report is run with ‘All levels of Detail’ selected, each section starts on a new page and ends with an overall total of counts for each section.
 - When the report is run with ‘Selected CAA’, multiple sections display on a single page – primarily because each section consists of a single line of counts for the specified agency and the totals subsection is not printed.
 - When the report is run with a ‘Selected CAA’ and the County of Service checkbox is checked, data is broken down by county and each section is again on a separate page. **NOTE:** A client may receive RNG Services from more than one county, so the total of clients by county may not add up exactly to the count of clients for the agency.
- ❖ The data reported changes based on the COVID Radio Buttons. The selection criteria on page one shows what was selected on the parameter form.
 - When All Services is selected, all RNG Services are included in the client counts. (default)
 - When Emergency COVID Only is selected only clients with just RNG Services that have the emergency COVID-19 indicator set to yes are included in the report.
 - When Without Emergency COVID is selected only clients with just RNG Services that have the emergency COVID-19 indicator set to no or null are included in the report
 - When Both COVID and Regular is selected only clients with both regular RNG Services and RNG Services that have the emergency COVID-19 indicator set to yes are included in the report.

The CDS Form – RNG All Characteristics Reports

RNG NASCSP All Characteristics Client Demographics Report (CDSR004R)

CDSR004R Central Database System	Montana Public Health and Human Services Intergovernmental Human Services Bureau.	Page: 1 of 8 Run Date: 01/28/2021
DPHHS - IHSB	RNG NASCSP All Characteristics - Client Demographics Dates of Service: 01/01/2020 to 12/31/2020	HRDC
<p>Selection Criteria:</p> <p>Report Level: Selected CAA CAA Name: District VII - HRDC</p> <p>County of Service Checkbox: No</p> <p>County: Dates of Service: 01/01/2020 to 12/31/2020 Veterans Only: No</p> <p>Emergency COVID-19: No - Households with all types of services</p> <p>Selected Programs: All Selected Services: All</p> <p>The report displays, in summary format, counts of all HRDC clients who applied for and received RNG services during the date range.</p> <p>Unknown County indicates services that meet the selection criteria that do not have a County of Service.</p> <p>Agencies may have service counts for counties not in their region. This indicates that a service was provided for the client/household belonging to the CAA, but the service was in a county not in the CAA Region.</p>		

The CDS Form – RNG All Characteristics Reports

RNG NASCSP All Characteristics Client Demographics Report (CDSR004R)

- ❖ The versions of the reports based on the COVID radio button are distinguished only by the Selection Criteria on the first page.

<p>CDSR004R Central Database System</p> <p>DPHHS - .IHSB</p> <p>Selection Criteria: Report Level: Selected CAA CAA Name: District VII - HRDC County of Service Checkbox: No County: Dates of Service: 01/01/2020 to 12/31/2020 Veterans Only: No Emergency COVID-19: Households with Emergency COVID-19 Only ← Selected Programs: All Selected Services: All </p> <p>The report displays, in summary format, counts of all HRDC clients who applied for and received RNG services during the date range.</p> <p>Unknown County indicates services that meet the selection criteria that do not have a County of Service.</p> <p>Agencies may have service counts for counties not in their region. This indicates that a service was provided for the client/household belonging to the CAA, but the service was in a county not in the CAA Region.</p>	<p>Montana Public Health and Human Services Intergovernmental Human Services Bureau.</p> <p>RNG NASCSP All Characteristics - Client Demographics Dates of Service: 01/01/2020 to 12/31/2020</p> <p>HRDC</p> <p>CDSR004R Central Database System</p> <p>DPHHS - .IHSB</p> <p>Selection Criteria: Report Level: Selected CAA CAA Name: District VII - HRDC County of Service Checkbox: No County: Dates of Service: 01/01/2020 to 12/31/2020 Veterans Only: No Emergency COVID-19: Households with both Emergency COVID-19 and Regular Services ← Selected Programs: All Selected Services: All </p> <p>The report displays, in summary format, counts of all HRDC clients who applied for and received RNG services during the date range.</p> <p>Unknown County indicates services that meet the selection criteria that do not have a County of Service.</p> <p>Agencies may have service counts for counties not in their region. This indicates that a service was provided for the client/household belonging to the CAA, but the service was in a county not in the CAA Region.</p>
<p>CDSR004R Central Database System</p> <p>DPHHS - .IHSB</p> <p>Selection Criteria: Report Level: Selected CAA CAA Name: District VII - HRDC County of Service Checkbox: No County: Dates of Service: 01/01/2020 to 12/31/2020 Veterans Only: No Emergency COVID-19: No - Households with no Emergency COVID-19 ← Selected Programs: All Selected Services: All </p> <p>The report displays, in summary format, counts of all HRDC clients who applied for and received RNG services during the date range.</p> <p>Unknown County indicates services that meet the selection criteria that do not have a County of Service.</p> <p>Agencies may have service counts for counties not in their region. This indicates that a service was provided for the client/household belonging to the CAA, but the service was in a county not in the CAA Region.</p>	<p>Page: 1 of 8 Run Date: 01/28/2021</p> <p>HRDC</p> <p>Page: 1 of 8 Run Date: 01/28/2021</p> <p>HRDC</p>

62

The CDS Form – RNG All Characteristics Reports

RNG NASCSP All Characteristics Client Demographics Report (CDSR004R)

CDSR004R Central Database System	Montana Public Health and Human Services Intergovernmental Human Services Bureau.	Page: 2 of 8 Run Date: 01/28/2021					
DPHHS - IHSB							
RNG NASCSP All Characteristics - Client Demographics							
Dates of Service: 01/01/2020 to 12/31/2020							
HRDC							
Gender of Clients Receiving RNG Services							
CAA	Clients Reported Count	Clients with Male Gender Count/Percent	Clients with Female Gender Count/Percent	Clients with Other Gender Count / Percent	Clients with Unknown Gender Count/Percent		
District VII - HRDC	88	22 / 25.00%	32 / 36.36%	0 / 0.00%	34 / 38.64%		
Age of Clients Receiving RNG Services - Part 1							
CAA	Clients Reported Count	Clients Age 0 to 5 Years Count/Percent	Clients Age 6 to 13 Years Count/Percent	Clients Age 14 to 17 Years Count/Percent	Clients Age 18 to 24 Years Count/Percent	Clients Age 25 to 44 Years Count/Percent	
District VII - HRDC	88	3 / 3.41%	2 / 2.27%	5 / 5.68%	2 / 2.27%	23 / 26.14%	
Age of Clients Receiving RNG Services - Part 2							
CAA	Clients Reported Count	Clients Age 45 to 54 Years Count/Percent	Clients Age 55 to 59 Years Count/Percent	Clients Age 60 to 64 Years Count/Percent	Client Age 65 to 74 Years Count/Percent	Clients Age 75 Years & Over Count/Percent	Clients Age Unknown Count/Percent
District VII - HRDC	88	6 / 6.82%	0 / 0.00%	2 / 2.27%	12 / 13.64%	9 / 10.23%	24 / 27.27%
Education Level of Clients 14 to 24 Receiving RNG Services - Part 1							
CAA	Clients Reported Count	Clients Education Pre K and K Count/Percent	Clients Education Grade 1 - 8 Count/Percent	Clients Education Grade 9 - 11 Count/Percent	Clients Education HS Grad Count/Percent	Clients Education GED/Equivalency Count/Percent	Clients Education Vo-Tech Count/Percent
District VII - HRDC	7	0 / 0.00%	2 / 28.57%	2 / 28.57%	0 / 0.00%	0 / 0.00%	0 / 0.00%

The CDS Form – RNG All Characteristics Reports

RNG NASCSP All Characteristics Client Demographics Report (CDSR004R)

CDSR004R Central Database System		Montana Public Health and Human Services Intergovernmental Human Services Bureau.		Page: 3 of 8 Run Date: 01/28/2021					
DPHHS - IHSB		RNG NASCSP All Characteristics - Client Demographics Dates of Service: 01/01/2020 to 12/31/2020				HRDC			
Education Level of Clients 14 to 24 Receiving RNG Services - Part 2									
CAA	Clients Reported Count	Clients Education Associate Count/Percent	Clients Education Bachelor Count/Percent	Clients Education Masters / Professional Count/Percent	Clients Education None Count/Percent	Clients Education Unknown Count/Percent	Clients Education Count/Percent		
District VII - HRDC	7	0 / 0.00%	0 / 0.00%	0 / 0.00%	0 / 0.00%	3 / 42.86%			
Education Level of Clients 25 and Older Receiving RNG Services - Part 1									
CAA	Clients Reported Count	Clients Education Pre K and K Count/Percent	Clients Education Grade 1 - 8 Count/Percent	Clients Education Grade 9 - 11 Count/Percent	Clients Education HS Grad Count/Percent	Clients Education GED/Equivalency Count/Percent	Clients Education Vo-Tech Count/Percent		
District VII - HRDC	52	2 / 3.85%	6 / 11.54%	1 / 1.92%	13 / 25.00%	0 / 0.00%	0 / 0.00%		
Education Level of Clients 25 and Older Receiving RNG Services - Part 2									
CAA	Clients Reported Count	Clients Education Associate Count/Percent	Clients Education Bachelor Count/Percent	Clients Education Masters / Professional Count/Percent	Clients Education None Count/Percent	Clients Education Unknown Count/Percent	Clients Education Count/Percent		
District VII - HRDC	52	13 / 25.00%	3 / 5.77%	1 / 1.92%	1 / 1.92%	12 / 23.08%			
Disconnected Youth Receiving RNG Services									
CAA	Clients Reported Count	Disconnect Youth Count/Percent	Non-Disconnected Youth Count/Percent						
District VII - HRDC	7	0 / 0.00%	7 / 100.00%						

The CDS Form – RNG All Characteristics Reports

RNG NASCSP All Characteristics Client Demographics Report (CDSR004R)

CDSR004R Central Database System		Montana Public Health and Human Services Intergovernmental Human Services Bureau.				Page: 4 of 8 Run Date: 01/28/2021			
DPHHS - IHSB		RNG NASCSP All Characteristics - Client Demographics Dates of Service: 01/01/2020 to 12/31/2020							
		Disability of Clients Receiving RNG Services							
CAA		Clients Reported Count	Clients with Disability Count/Percent	Clients with No Disability Count/Percent	Clients with Pending Disability Count/Percent	Clients with Unknown Disability Count/Percent			
District VII - HRDC		88	10 / 11.36%	40 / 45.45%	1 / 1.14%	37 / 42.05%			
		Age Group of Disabled Clients Receiving RNG Services							
CAA		Clients Reported Count	Disabled Clients 0-17 years of age Count/Percent	Disabled Clients 18-54 years of age Count/Percent	Disabled Clients 55 or more years of age Count/Percent	Disabled Clients Unknown Age Count/Percent			
District VII - HRDC		10	0 / 0.00%	2 / 20.00%	8 / 80.00%	0 / 0.00%			
Health Insurance of Clients Receiving RNG Services - Part 1									
CAA		Clients Reported Count	Clients with Medicaid Ins Count/Percent	Clients with Medicare Ins Count/Percent	Clients with State Childs Heath Ins Count/Percent	Clients with State Adult Health Ins Count/Percent	Clients with Military Health Ins Count/Percent		
District VII - HRDC		88	8 / 9.09%	8 / 9.09%	5 / 5.68%	1 / 1.14%	1 / 1.14%		
Health Insurance of Clients Receiving RNG Services - Part 2									
CAA		Clients Reported Count	Clients with Direct Purchase Ins Count/Percent	Clients with Employment Based Ins Count/Percent	Clients with Other Health Ins Count/Percent	Clients with No Health Ins Count/Percent	Clients with Unknown Health Ins Count/Percent		
District VII - HRDC		88	1 / 1.14%	0 / 0.00%	0 / 0.00%	3 / 3.41%	69 / 78.41%		

The CDS Form – RNG All Characteristics Reports

RNG NASCSP All Characteristics Client Demographics Report (CDSR004R)

CDSR004R Central Database System		Montana Public Health and Human Services Intergovernmental Human Services Bureau.		Page: 5 of 8 Run Date: 01/28/2021			
DPHHS - .IHSB		RNG NASCSP All Characteristics - Client Demographics Dates of Service: 01/01/2020 to 12/31/2020				HRDC	
Ethnicity of Clients Receiving RNG Services							
CAA	Clients Reported Count	Clients Ethnicity Not Hispanic/Latino Count/Percent	Clients Ethnicity Hispanic/Latino Count/Percent	Clients Ethnicity Unknown Count/Percent			
District VII - HRDC	88	43 / 48.86%	4 / 4.55%	41 / 46.59%			
Race of Clients Receiving RNG Services - Part 1							
CAA	Clients Reported Count	Clients Race White Count/Percent	Clients Race Black/African American Count/Percent	Clients Race Native American Count/Percent	Clients Race Asian Count/Percent		
District VII - HRDC	88	19 / 21.59%	0 / 0.00%	15 / 17.05%	1 / 1.14%		
Race of Clients Receiving RNG Services - Part 2							
CAA	Clients Reported Count	Clients Race Native Hawaiian/Pacific Islander Count/Percent	Clients Race Multi - Race Count/Percent	Clients Race Other Count/Percent	Clients Race Unknown Count/Percent		
District VII - HRDC	88	0 / 0.00%	7 / 7.95%	3 / 3.41%	43 / 48.86%		
Military Status of Client Receiving RNG Services							
CAA	Clients Reported Count	Veteran Count/Percent	Active Military Count/Percent	Not Military Count/Percent	Military Not Applicable Count/Percent	Military Unknown Count/Percent	
District VII - HRDC	88	5 / 5.68%	0 / 0.00%	17 / 19.32%	6 / 6.82%	60 / 68.18%	
Work Status of Clients (18+) Receiving RNG Services - Part 1							
CAA	Clients Reported Count	Employed Full Time Count/Percent	Employed Part Time Count/Percent	Migrant Seasonal Farm Work Count/Percent	Unemployed Short Term Count/Percent	Unemployed Long Term Count/Percent	
District VII - HRDC	54	6 / 6.82%	6 / 6.82%	0 / 0.00%	1 / 1.14%	1 / 1.14%	

The CDS Form – RNG All Characteristics Reports

RNG NASCSP All Characteristics Client Demographics Report (CDSR004R)

CDSR004R Central Database System	Montana Public Health and Human Services Intergovernmental Human Services Bureau.	Page: 6 of 8 Run Date: 01/28/2021			
DPHHS - .IHSB	RNG NASCSP All Characteristics - Client Demographics Dates of Service: 01/01/2020 to 12/31/2020	HRDC			
Work Status of Clients (18+) Receiving RNG Services - Part 2					
CAA	Clients Reported Count	Unemployed Not in Labor Force Count/Percent	Retired Count/Percent	Employment N/A Count/Percent	Employment Unknown Count/Percent
District VII - HRDC	54	1 / 1.14%	9 / 10.23%	0 / 0.00%	30 / 34.09%

The CDS Form – RNG All Characteristics Reports

RNG NASCSP All Characteristics Client Demographics Report (CDSR004R)

CDSR004R Central Database System	Montana Public Health and Human Services Intergovernmental Human Services Bureau.	Page: 7 of 9 Run Date: 11/19/2020
DPHHS - .IHSB	RNG NASCSP All Characteristics - Client Demographics Dates of Service: 01/01/2020 to 12/31/2020	HRDC

The Client Demographics report contains 20 sections.

The report changes depending on which parameters are selected.

When the report is run with All Levels of Detail selected, each section starts printing on a new page and ends with an overall total of counts for the section.

When the report is run with a Selected CAA, multiple sections display on a single page - primarily because each section consists of a single line of counts for the specified agency. The Totals sub-section is not printed. If a single agency is selected and the County of Service checkbox is not checked, the report is condensed to show multiple sets of data per section. If a single agency is selected and the County of Service checkbox is checked, data is broken down by county. Note that a client may receive services from more than one county, so the total of clients by county may not add up exactly to the count of clients for the agency.

When the report is run with a 'Selected CAA' and the County of Service checkbox is checked, data is broken down by county and each section will again be on a separate page. Note that a client may receive services from more than one county, so the total of clients by county may not add up exactly to the count of clients for the agency. Additionally, if a county was not selected for the service then it will be reported as 'Unknown County'.

Except for the first and last section, the report shows counts of clients, broken down by counts of those with specific demographic characteristics, along with a percentage of the total that applies to each sub-count. For example, if there are 50 clients that fit the report criteria for an agency and 20 of those are female, then the report would show a count of 20 and a percent of 40% (20 as a percentage of 50).

Counts are "distinct" in that each client is counted once per section per agency.

The first section shows the criteria selected on the parameter screen and a note about what the report displays.

Section 2 shows counts of clients by gender. Clients for whom the Gender field is blank are counted in the Unknown column.

Sections 3 and 4 show counts of clients by age group. Age is calculated as of the end date of the reporting period or the last day of the end month. If birthdate is not known, the client is counted in the Age Unknown category.

Sections 5 and 6 shows the education level of clients between the ages of 14 and 24. The age is calculated as of the end date of the reporting period or the last day of the end month.

Sections 7 and 8 shows the education level of clients who are 25 or more years of age, calculated as of the end date of the reporting period or the last day of the end month.

Section 9 shows the disconnected youth. These are youth age 14 to 24 who are neither working or in school. The age is calculated as of the end date of the reporting period or the last day of the end month.

Section 10 shows the count of clients by their disability status. Clients for whom the disability field is blank are counted in the Unknown.

Section 11 shows a count of disabled clients by age group.

The CDS Form – RNG All Characteristics Reports

RNG NASCSP All Characteristics Client Demographics Report (CDSR004R)

CDSR004R Central Database System	Montana Public Health and Human Services Intergovernmental Human Services Bureau.	Page: 8 of 8 Run Date: 11/19/2020
DPHHS - .IHSB	RNG NASCSP All Characteristics - Client Demographics Dates of Service: 01/01/2020 to 12/31/2020	HRDC
<p>Sections 12 and 13 show the health insurance sources. Clients for whom the health insurance field is blank are counted in the Unknown category. Clients that have been selected with multiple insurances will be counted multiple times. For example if the client has 'Medicaid/Medicare/Private' then they will be included in the Medicaid count, the Medicare count, and the Direct Purchase count. Because of this the total of the counts will often be more than the total clients served.</p> <p>Section 14 shows counts of clients by Hispanic/Latino ethnicity.</p> <p>Sections 15 and 16 show counts by race, including a category for Multi-Racial, encompassing clients who indicate more than one race.</p> <p>Sections 17 show counts of clients by military status. Clients for whom the military status field is blank are counted in the Unknown category.</p> <p>Sections 18 and 19 show counts of clients based on work status. Clients for whom the work status field is blank are counted in the Unknown category.</p> <p>The last section is explanation pages.</p>		

The CDS Form – RNG All Characteristics Reports

RNG NASCSP All Characteristics Client Demographics Report (CDSR004R)

- ❖ A single page of the report when the County of Service checkbox was checked.

RNG NASCSP All Characteristics Reports Parameters

Level of Detail: Selected CAA
 CAA: District VII - HRDC
 County
 Start Date (MM/DD/YYYY): 01/01/2020 End Date: 12/31/2020

CDSR004R
 Central Database System

Montana Public Health and Human Services
 Intergovernmental Human Services Bureau.

Page: 2 of 21
 Run Date: 03/18/2021

DPHHS - .IHSB

RNG NASCSP All Characteristics - Client Demographics
 Dates of Service: 01/01/2020 to 12/31/2020

HRDC

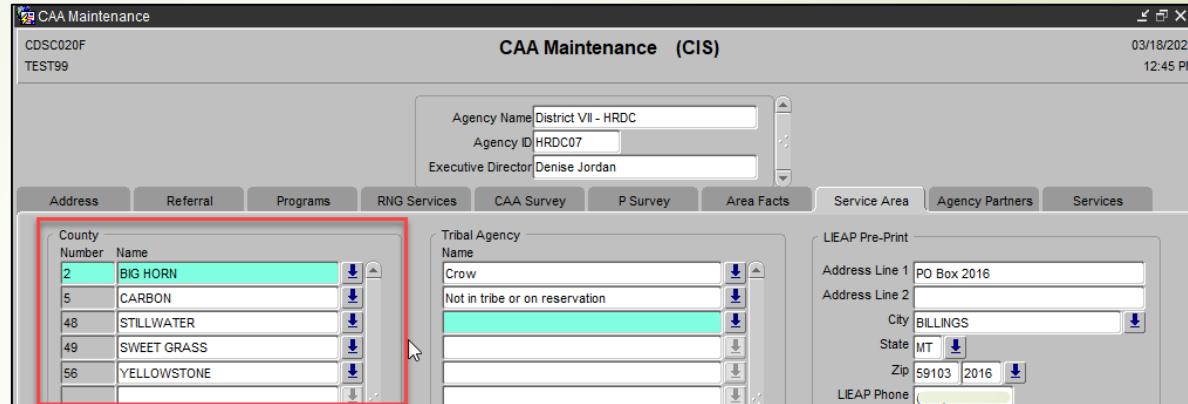
Gender of Clients Receiving RNG Services

CAA County	Clients Reported Count	Clients with Male Gender Count/Percent	Clients with Female Gender Count/Percent	Clients with Other Gender Count / Percent	Clients with Unknown Gender Count/Percent
District VII - HRDC	46	13 / 28.26%	14 / 30.43%	0 / 0.00%	19 / 41.30%
BIG HORN	11	7 / 63.64%	3 / 27.27%	0 / 0.00%	1 / 9.09%
CARBON	7	0 / 0.00%	0 / 0.00%	0 / 0.00%	7 / 100.00%
CASCADE	3	1 / 33.33%	2 / 66.67%	0 / 0.00%	0 / 0.00%
LEWIS & CLARK	1	0 / 0.00%	0 / 0.00%	0 / 0.00%	1 / 100.00%
PONDERA	1	0 / 0.00%	0 / 0.00%	0 / 0.00%	1 / 100.00%
STILLWATER	3	0 / 0.00%	0 / 0.00%	0 / 0.00%	3 / 100.00%
SWEET GRASS	5	0 / 0.00%	1 / 20.00%	0 / 0.00%	4 / 80.00%
YELLOWSTONE	16	5 / 31.25%	9 / 56.25%	0 / 0.00%	2 / 12.50%

The CDS Form – RNG All Characteristics Reports

RNG NASCSP All Characteristics Client Demographics Report (CDSR004R)

❖ Agency Service Area



Gender of Clients Receiving RNG Services					
CAA County	Clients Reported Count	Clients with Male Gender Count/Percent	Clients with Female Gender Count/Percent	Clients with Other Gender Count / Percent	Clients with Unknown Gender Count/Percent
District VII - HRDC	46	13 / 28.26%	14 / 30.43%	0 / 0.00%	19 / 41.30%
BIG HORN	11	7 / 63.64%	3 / 27.27%	0 / 0.00%	1 / 9.09%
CARBON	7	0 / 0.00%	0 / 0.00%	0 / 0.00%	7 / 100.00%
CASCADE	3	1 / 33.33%	2 / 66.67%	0 / 0.00%	0 / 0.00%
LEWIS & CLARK	1	0 / 0.00%	0 / 0.00%	0 / 0.00%	1 / 100.00%
PONDERA	1	0 / 0.00%	0 / 0.00%	0 / 0.00%	1 / 100.00%
STILLWATER	3	0 / 0.00%	0 / 0.00%	0 / 0.00%	3 / 100.00%
SWEET GRASS	5	0 / 0.00%	1 / 20.00%	0 / 0.00%	4 / 80.00%
YELLOWSTONE	16	5 / 31.25%	9 / 56.25%	0 / 0.00%	2 / 12.50%

The CDS Form – RNG All Characteristics Reports

RNG NASCSP All Characteristics Client Demographics Report (CDSR004R)

- ❖ A single page of the report when the County of Service checkbox was checked and a single county was selected.

RNG NASCSP All Characteristics Reports Parameters

Level of Detail	Selected CAA	Clear Selections
CAA	District VII - HRDC	<input type="button" value="▼"/>
County of Service	<input checked="" type="checkbox"/> County	LEWIS & CLARK
Start Date (MM/DD/YYYY)	01/01/2020	End Date 12/31/2020

CDSR004R Central Database System		Montana Public Health and Human Services Intergovernmental Human Services Bureau.		Page: 2 of 21 Run Date: 03/18/2021	
DPHHS - .IHSB		RNG NASCSP All Characteristics - Client Demographics Dates of Service: 01/01/2020 to 12/31/2020		HRDC	
Gender of Clients Receiving RNG Services					
CAA County	Clients Reported Count	Clients with Male Gender Count/Percent	Clients with Female Gender Count/Percent	Clients with Other Gender Count / Percent	Clients with Unknown Gender Count/Percent
District VII - HRDC	46	13 / 28.26%	14 / 30.43%	0 / 0.00%	19 / 41.30%
LEWIS & CLARK	1	0 / 0.00%	0 / 0.00%	0 / 0.00%	1 / 100.00%

The CDS Form – RNG All Characteristics Reports

RNG NASCSP All Characteristics Household Demographics Report (CDSR005R)

- ❖ This report shows the household level characteristics for Household Type, Household Size and Housing.
- ❖ This report has seven sections.
- ❖ The report changes depending on which parameters are selected.
 - When the report is run with ‘All levels of Detail’ selected, each section starts on a new page and ends with an overall total of counts for each section.
 - When the report is run with ‘Selected CAA’, multiple sections display on a single page – primarily because each section consists of a single line of counts for the specified agency and the totals subsection is not printed.
 - When the report is run with a ‘Selected CAA’ and the County of Service checkbox is checked, data is broken down by county and each section is on a separate page. **NOTE:** A client may receive RNG Services from more than one county, so the total of clients by county may not add up exactly to the count of clients for the agency.
- ❖ The data reported changes based on the COVID Radio Buttons. The selection criteria on page one shows what was selected on the parameter form.
 - When All Services is selected, all RNG Services are included in the household counts. (default)
 - When Emergency COVID Only is selected only households with just RNG Services that have the emergency COVID-19 indicator set to yes are included in the report.
 - When Without Emergency COVID is selected only households with just RNG Services that have the emergency COVID-19 indicator set to no or null are included in the report
 - When Both COVID and Regular is selected only households with both regular RNG Services and RNG Services that have the emergency COVID-19 indicator set to yes are included in the report.

The CDS Form – RNG All Characteristics Reports

RNG NASCSP All Characteristics Household Demographics Report (CDSR005R)

CDSR005R Central Database System	Montana Public Health and Human Services Intergovernmental Human Services Bureau.	Page: 1 of 4 Run Date: 01/28/2021
DPHHS - IHSB	RNG NASCSP All Characteristics - Household Demographics Dates of Service: 01/01/2020 to 12/31/2020	HRDC
<p>Selection Criteria:</p> <p>Report Level: Selected CAA CAA Name: District VII - HRDC</p> <p>County of Services Checkbox: N County: Dates of Service: 01/01/2020 to 12/31/2020</p> <p>Households with Veterans Only: No</p> <p>Emergency COVID-19: No - Households with all types of services Select Programs: All Selected Services: All</p> <p>The report displays, in summary format, counts of all HRDC households that applied for and received RNG supported services during the date range. Unknown County indicates services that meet the selection criteria that do not have a County of Service. Agencies may have service counts for counties not in their region. This indicates that a service was provided for client/household belonging to the CAA, but the service was in a county not in the CAA Region.</p>		

The CDS Form – RNG All Characteristics Reports

RNG NASCSP All Characteristics Household Demographics Report (CDSR005R)

- ❖ The versions of the reports based on the COVID radio button are distinguished only by the Selection Criteria on the first page.

<p>CDSR005 Central Database System DPHHS - .IHSB</p> <p>Montana Public Health and Human Services Intergovernmental Human Services Bureau.</p> <p>RNG NASCSP All Characteristics - Household Demographics Dates of Service: 01/01/2020 to 12/31/2020</p> <p>Selection Criteria: Report Level: Selected CAA CAA Name: District VII - HRDC County of Services Checkbox: N County: Dates of Service: 01/01/2020 to 12/31/2020 Households with Veterans Only: No Emergency COVID-19: Households with Emergency COVID-19 Only ← Select Programs: All Selected Services: All </p> <p>CDSR005 Central Database System DPHHS - .IHSB</p> <p>Montana Public Health and Human Services Intergovernmental Human Services Bureau.</p> <p>RNG NASCSP All Characteristics - Household Demographics Dates of Service: 01/01/2020 to 12/31/2020</p> <p>Selection Criteria: Report Level: Selected CAA CAA Name: District VII - HRDC County of Services Checkbox: N County: Dates of Service: 01/01/2020 to 12/31/2020 Households with Veterans Only: No Emergency COVID-19: Households with both Emergency COVID-19 and Regular Services ← Select Programs: All Selected Services: All </p> <p>The report displays, in summary format, counts of all HRDC households that applied for and received RNG supported services during the date range. Unknown County indicates services that meet the selection criteria that do not have a County of Service. Agencies may have service counts for counties not in their region. This indicates that a service was provided for client/household belonging to the CAA, but the service was in a county not in the CAA Region.</p>	<p>Page: 1 of 4 Run Date: 01/28/2021 HRDC</p> <p>CDSR005R Central Database System DPHHS - .IHSB</p> <p>Montana Public Health and Human Services Intergovernmental Human Services Bureau.</p> <p>RNG NASCSP All Characteristics - Household Demographics Dates of Service: 01/01/2020 to 12/31/2020</p> <p>Selection Criteria: Report Level: Selected CAA CAA Name: District VII - HRDC County of Services Checkbox: N County: Dates of Service: 01/01/2020 to 12/31/2020 Households with Veterans Only: No Emergency COVID-19: No - Households with no Emergency COVID-19 ← Select Programs: All Selected Services: All </p> <p>The report displays, in summary format, counts of all HRDC households that applied for and received RNG supported services during the date range. Unknown County indicates services that meet the selection criteria that do not have a County of Service. Agencies may have service counts for counties not in their region. This indicates that a service was provided for client/household belonging to the CAA, but the service was in a county not in the CAA Region.</p>
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The CDS Form – RNG All Characteristics Reports

RNG NASCSP All Characteristics Household Demographics Report (CDSR005R)

CDSR005R Central Database System		Montana Public Health and Human Services Intergovernmental Human Services Bureau.				Page: 2 of 4 Run Date: 01/28/2021	
DPHHS - .IHSB		RNG NASCSP All Characteristics - Household Demographics Dates of Service: 01/01/2020 to 12/31/2020				HRDC	
Household Type Receiving RNG Services - Part 1							
CAA	Households Reported Count	Households with Single Person Count/Percent	Households with Two Adults/No Children Count/Percent	Households with Single Parent - Female Count/Percent	Households with Single Parent - Male Count/Percent	Households with Two Parents Count/Percent	
District VII - HRDC	45	27 / 60.00%	5 / 11.11%	1 / 2.22%	1 / 2.22%	4 / 8.89%	
Household Type Receiving RNG Services - Part 2							
CAA	Households Reported Count	Households with Non-related Adults with Children Count/Percent	Households that are Multi-Generational Count/Percent	Households with Other Family Type Count/Percent	Households with Unknown/Not Reported Count/Percent		
District VII - HRDC	45	0 / 0.00%	3 / 6.67%	4 / 8.89%	0 / 0.00%		
Household Size Receiving RNG Services - Part 1							
CAA	Households Reported Count	Households with One Member Count/Percent	Households with Two Members Count/Percent	Households with Three Members Count/Percent	Households with Four Members Count/Percent		
District VII - HRDC	45	27 / 60.00%	6 / 13.33%	7 / 15.56%	2 / 4.44%		
Household Size Receiving RNG Services - Part 2							
CAA	Households Reported Count	Households with Five Members Count/Percent	Households with Six or More Members Count/Percent	Households with Unknown/Not Reported Count/Percent			
District VII - HRDC	45	1 / 2.22%	2 / 4.44%	0 / 0.00%			
Housing Receiving RNG Services							
CAA	Households Reported Count	Households with Own Housing Count/Percent	Households with Rent Housing Count/Percent	Households with Other Perm Housing Count/Percent	Households with Homeless Services Count/Percent	Households with Other Housing Count/Percent	Households with Unknown Housing Count/Percent
District VII - HRDC	45	3 / 6.67%	5 / 11.11%	1 / 2.22%	1 / 2.22%	1 / 2.22%	34 / 75.56%

The CDS Form – RNG All Characteristics Reports

RNG NASCSP All Characteristics Household Demographics Report (CDSR005R)

CDSR005R Central Database System		Montana Public Health and Human Services Intergovernmental Human Services Bureau.			Page: 3 of 4 Run Date: 01/28/2021	
DPHHS - .IHSB		RNG NASCSP All Characteristics - Household Demographics Dates of Service: 01/01/2020 to 12/31/2020			HRDC	
CAA	Households Receiving RNG Homeless Services					
	Households Reported Count	Households with Homeless Services Count/Percent	Households without Homeless Services Count/Percent			
District VII - HRDC	45	1 / 2.22%	44	/ 97.78%		

The CDS Form – RNG All Characteristics Reports

RNG NASCSP All Characteristics Household Demographics Report (CDSR005R)

CDSR005R Central Database System DPHHS - .IHSB	Montana Public Health and Human Services Intergovernmental Human Services Bureau. RNG NASCSP All Characteristics - Household Demographics Dates of Service: 01/01/2020 to 12/31/2020	Page: 4 of 4 Run Date: 11/19/2020 HRDC
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The Household Demographics report contains seven sections.

The report changes depending on which parameters are selected.

When the report is run with All Levels of Detail selected, each section starts printing on a new page and ends with an overall total of counts for the section.

When the report is run with a Selected CAA, multiple sections display on a single page - primarily because each section consists of a single line of counts for the specified agency. The Totals sub-section is not printed. If a single agency is selected and the County of Service checkbox is not checked, the report is condensed to show multiple sets of data per section. If a single agency is selected and the County of Service checkbox is checked, data is broken down by county. Note that a household may receive services from more than one county, so the total of households by county may not add up exactly to the count of households for the agency.

When the report is run with a 'Selected CAA' and the County of Service checkbox is checked, data is broken down by county and each section will again be on a separate page. Note that a household may receive services from more than one county, so the total of households by county may not add up exactly to the count of households for the agency. Additionally, if a county was not selected for the service then it will be reported as 'Unknown County'.

Except for the first and last sections, the report shows counts of households, broken down by counts of those with specific demographic characteristics, along with a percentage of the total that applies to each sub-count. For example, if there are 50 households that fit the report criteria for an agency and 20 of those rent their housing, then the report would show a count of 20 and a percent of 40% (20 as a percentage of 50).

The first section shows the criteria selected on the parameter screen and a note about what the report displays.

Section 2 and 3 shows counts of households by family type. Family type is determined based on the gender of the head of household, if any member of the household has a relationship of Spouse (to determine single-parent or two-parent status), if there are any children in the household, and if there are any other adults in the household.

Sections 4 and 5 show counts of households by family size. Family size is calculated from the number of members.

Section 6 shows counts of households by living situation. Households for whom the living situation field is blank are counted in the Unknown category.

Section 7 shows a count of households who received homeless services during the reporting period.

The last section is this explanation page.

The CDS Form – RNG All Characteristics Reports

RNG NASCSP All Characteristics Household Demographics Report (CDSR005R)

- ❖ A single page of the report when the County of Service checkbox was checked.

RNG NASCSP All Characteristics Reports Parameters

Level of Detail: Selected CAA
 CAA: District VII - HRDC
 County of Service: County
 Start Date (MM/DD/YYYY): 01/01/2020 End Date: 12/31/2020

CDSR005R
 Central Database System

Montana Public Health and Human Services
 Intergovernmental Human Services Bureau.

Page: 2 of 8
 Run Date: 03/18/2021

RNG NASCSP All Characteristics - Household Demographics
 Dates of Service: 01/01/2020 to 12/31/2020

DPHHS - IHSB **HRDC**

Household Type Receiving RNG Services - Part 1

CAA County	Households Reported Count	Households with Single Person Count/Percent	Households with Two Adults/No Children Count/Percent	Households with Single Parent - Female Count/Percent	Households with Single Parent - Male Count/Percent	Households with Two Parents Count/Percent
District VII - HRDC	22	15 / 68.18%	1 / 4.55%	0 / 0.00%	1 / 4.55%	1 / 4.55%
BIG HORN	1	0 / 0.00%	0 / 0.00%	0 / 0.00%	0 / 0.00%	0 / 0.00%
CARBON	2	1 / 50.00%	0 / 0.00%	0 / 0.00%	0 / 0.00%	0 / 0.00%
CASCADE	2	1 / 50.00%	0 / 0.00%	0 / 0.00%	1 / 50.00%	0 / 0.00%
LEWIS & CLARK	1	1 / 100.00%	0 / 0.00%	0 / 0.00%	0 / 0.00%	0 / 0.00%
PONDERA	1	1 / 100.00%	0 / 0.00%	0 / 0.00%	0 / 0.00%	0 / 0.00%
STILLWATER	2	1 / 50.00%	0 / 0.00%	0 / 0.00%	0 / 0.00%	0 / 0.00%
SWEET GRASS	1	0 / 0.00%	0 / 0.00%	0 / 0.00%	0 / 0.00%	1 / 100.00%
YELLOWSTONE	13	11 / 84.62%	1 / 7.69%	0 / 0.00%	0 / 0.00%	0 / 0.00%

The CDS Form – RNG All Characteristics Reports

RNG NASCSP All Characteristics Household Demographics Report (CDSR005R)

- ❖ A single page of the report when the County of Service checkbox was checked and a single county was selected.

RNG NASCSP All Characteristics Reports Parameters

Level of Detail	Selected CAA	Clear Selections
CAA	District VII - HRDC	
County of Service	<input checked="" type="checkbox"/> County	LEWIS & CLARK
Start Date (MM/DD/YYYY)	01/01/2020	End Date 12/31/2020

CDSR005R Central Database System		Montana Public Health and Human Services Intergovernmental Human Services Bureau.				Page: 2 of 8 Run Date: 03/18/2021	
DPHHS - IHSB		RNG NASCSP All Characteristics - Household Demographics Dates of Service: 01/01/2020 to 12/31/2020				HRDC	
Household Type Receiving RNG Services - Part 1							
CAA County	Households Reported Count	Households with Single Person Count/Percent	Households with Two Adults/No Children Count/Percent	Households with Single Parent - Female Count/Percent	Households with Single Parent - Male Count/Percent	Households with Two Parents Count/Percent	
District VII - HRDC	22	15 / 68.18%	1 / 4.55%	0 / 0.00%	1 / 4.55%	1 / 4.55%	
LEWIS & CLARK	1	1 / 100.00%	0 / 0.00%	0 / 0.00%	0 / 0.00%	0 / 0.00%	

The CDS Form – RNG All Characteristics Reports

RNG NASCSP All Characteristics Household Income Report (CDSR006R)

- ❖ This report shows the household level characteristics for Household Income, Sources of Household Income, Other Income Source and Non-Cash Benefits.
- ❖ This report has eight sections.
- ❖ The report changes depending on which parameters are selected.
 - When the report is run with ‘All levels of Detail’ selected, each section starts on a new page and ends with an overall total of counts for each section.
 - When the report is run with ‘Selected CAA’, multiple sections display on a single page – primarily because each section consists of a single line of counts for the specified agency and the totals subsection is not printed.
 - When the report is run with a ‘Selected CAA’ and the County of Service checkbox is checked, data is broken down by county and each section is on a separate page. NOTE: A client may receive RNG Services from more than one county, so the total of clients by county may not add up exactly to the count of clients for the agency.
- ❖ The data reported changes based on the COVID Radio Buttons. The selection criteria on page one shows what was selected on the parameter form.
 - When All Services is selected, all RNG Services are included in the household counts. (default)
 - When Emergency COVID Only is selected only households with just RNG Services that have the emergency COVID-19 indicator set to yes are included in the report.
 - When Without Emergency COVID is selected only households with just RNG Services that have the emergency COVID-19 indicator set to no or null are included in the report
 - When Both COVID and Regular is selected only households with both regular RNG Services and RNG Services that have the emergency COVID-19 indicator set to yes are included in the report.

The CDS Form – RNG All Characteristics Reports

RNG NASCSP All Characteristics Household Income Report (CDSR006R)

CDSR006R Central Database System	Montana Public Health and Human Services Intergovernmental Human Services Bureau.	Page: 1 of 4 Run Date: 01/28/2021
RNG NASCSP All Characteristics - Household Income Demographics Dates of Service: 01/01/2020 to 12/31/2020		HRDC
<p>Selection Criteria:</p> <p>Report Level: Selected CAA CAA Name: District VII - HRDC</p> <p>County of Services Checkbox: N County: Dates of Service: 01/01/2020 to 12/31/2020</p> <p>Households with Veterans Only?: No Emergency COVID-19: No - Households with all types of services</p> <p>Select Programs: All Selected Services: All</p> <p> The report displays in summary format, counts of all HRDC households who during the date range, applied for and received RNG supported services. Unknown County indicates services that meet the selection criteria that do not have a County of Service. Agencies may have service counts for counties not in their region. This indicates that a service was provided for client/household belonging to the CAA, but the service was in a county not in the CAA Region.</p>		

The CDS Form – RNG All Characteristics Reports

RNG NASCSP All Characteristics Household Income Report (CDSR006R)

- ❖ The versions of the reports based on the COVID radio button are distinguished only by the Selection Criteria on the first page.

<p>CDSR006R Central Database System</p> <p>DPHHS - .IHSB</p> <p>Montana Public Health and Human Services Intergovernmental Human Services Bureau.</p> <p>RNG NASCSP All Characteristics - Household Income Demographics Dates of Service: 01/01/2020 to 12/31/2020</p> <p>Page: 1 of 4 Run Date: 03/18/2021</p> <p>HRDC</p> <p>Selection Criteria: Report Level: Selected CAA CAA Name: District VII - HRDC County of Services Checkbox: N County: Dates of Service: 01/01/2020 to 12/31/2020 Households with Veterans Only?: No Emergency COVID-19: Households with Emergency COVID-19 Only ← Select Programs: All Selected Services: All</p> <p>The report displays in summary format, counts of all HRDC households who during the date range, applied for and received</p> <p>Unknown County indicates services that meet the selection criteria that do not have a County of Service.</p> <p>Agencies may have service counts for counties not in their region. This indicates that a service was provided for client/household belonging to the CAA, but the service was in a county not in the CAA Region.</p> <p>CDSR006R Central Database System</p> <p>DPHHS - .IHSB</p> <p>Montana Public Health and Human Services Intergovernmental Human Services Bureau.</p> <p>RNG NASCSP All Characteristics - Household Income Demographics Dates of Service: 01/01/2020 to 12/31/2020</p> <p>Page: 1 of 4 Run Date: 03/18/2021</p> <p>HRDC</p> <p>Selection Criteria: Report Level: Selected CAA CAA Name: District VII - HRDC County of Services Checkbox: N County: Dates of Service: 01/01/2020 to 12/31/2020 Households with Veterans Only?: No Emergency COVID-19: Households with both Emergency COVID-19 and Regular Services ← Select Programs: All Selected Services: All</p> <p>The report displays in summary format, counts of all HRDC households who during the date range, applied for and received RNG supported services.</p> <p>Unknown County indicates services that meet the selection criteria that do not have a County of Service.</p> <p>Agencies may have service counts for counties not in their region. This indicates that a service was provided for client/household belonging to the CAA, but the service was in a county not in the CAA Region.</p> <p>The report displays in summary format, counts of all HRDC households who during the date range, applied for and received RNG supported services.</p> <p>Unknown County indicates services that meet the selection criteria that do not have a County of Service.</p> <p>Agencies may have service counts for counties not in their region. This indicates that a service was provided for client/household belonging to the CAA, but the service was in a county not in the CAA Region.</p>

The CDS Form – RNG All Characteristics Reports

RNG NASCSP All Characteristics Household Income Report (CDSR006R)

CDSR006R Central Database System		Montana Public Health and Human Services Intergovernmental Human Services Bureau.								Page: 2 of 4 Run Date: 01/28/2021	
DPHHS - .IHSB		RNG NASCSP All Characteristics - Household Income Demographics Dates of Service: 01/01/2020 to 12/31/2020								HRDC	
Level of Income for Households Receiving RNG Services - Part 1											
CAA	Households Reported Count	Households 0-50% of Poverty Count	Households 51-75% of Poverty Count	Households 76-100% of Poverty Count	Households 101-125% of Poverty Count	Households 126-150% of Poverty Count	Households 151-175% of Poverty Count	Households 176-200% of Poverty Count	Households 201-250% of Poverty Count	Households Over 250% of Poverty Count	Households Unknown/ Not Reported Count
District VII - HRDC	45	2	2	4	6	3	1	0	0	2	25
Source of Household Income Receiving RNG Services - Part 1											
CAA	Households Reported Count	Income from Employment Only Count		Income from Employment & Other Income Count		Income from Employment, Other Income, Non-Cash Benefits Count		Income from Employment & Non-Cash Benefits Count		Income from Other Income Only Count	
District VII - HRDC	45	0		3		2		10		1	
Source of Household Income Receiving RNG Services - Part 2											
CAA	Households Reported Count	Income from Other Income & Non-Cash Benefits Count		No Income Count		Income from Non-Cash Benefits Only Count		Unknown/ Not Reported Count			
District VII - HRDC	45	4		0		2		23			
Other Income for Households Receiving RNG Services - Part 1											
CAA	TANF		SSI		SSDI		VA Srvc Disability	VA NonSrvc Disability	Private Disability Ins	Wrkers Comp	Social Security
District VII - HRDC	1		0		2		0	1	0	0	3

The CDS Form – RNG All Characteristics Reports

RNG NASCSP All Characteristics Household Income Report (CDSR006R)

CDSR006R Central Database System		Montana Public Health and Human Services Intergovernmental Human Services Bureau.				Page: 3 of 4 Run Date: 01/28/2021	
RNG NASCSP All Characteristics - Household Income Demographics Dates of Service: 01/01/2020 to 12/31/2020							
HRDC							
Other Income for Households Receiving RNG Services - Part 2							
CAA	Pension	Child Support	Alimony	Unempl Ins Count	EITC Count	Other Count	Unknown Count
District VII - HRDC	0	0	0	1	0	3	0
Non-Cash Benefits for Households Receiving RNG Services - Part 1							
	SNAP	WIC	LIHEAP	Housing Choice Voucher	Public Housing	Permanent Supportive Housing	
District VII - HRDC	1	1	17	1	2	1	
Non-Cash Benefits for Households Receiving RNG Services - Part 2							
CAA	HUD / VASH Count	Child Care Voucher Count	Affordable Care Act Subsidy Count	Other Count	Unknown Count		
District VII - HRDC	1	1	1	1	0		

The CDS Form – RNG All Characteristics Reports

RNG NASCSP All Characteristics Household Income Report (CDSR006R)

CDSR006R Central Database System	Montana Public Health and Human Services Intergovernmental Human Services Bureau.	Page: 4 of 4 Run Date: 01/28/2021
DPHHS - .IHSB	RNG NASCSP All Characteristics - Household Income Demographics Dates of Service: 01/01/2020 to 12/31/2020	HRDC

The Household Income Demographics report contains nine sections.

This report changes depending on which parameters are selected.

When the report is run with 'All Levels of Detail' selected, each section starting printing on a new page and ends with an overall total of counts for each section.

When the report is run with a 'Selected CAA', multiple sections display on a single page - primarily because each section consists of a single line of counts for the specified agency and the totals sub-section is not printed.

When the report is run with a 'Selected CAA' and the County of Service checkbox is checked, data is broken down by county and each section will again be on a separate page. Note that a household may receive services from more than one county, so the total of households by county may not add up exactly to the count of households for the agency. Additionally, if a county was not selected for the service then it will be reported as 'Unknown County'.

Except for the first and last sections, the report shows counts of households, broken down by counts of those with specific income demographic characteristics.

The count in the Households Reported Count column (to the right of the income program) are distinct households - each household is counted once per agency.

The first section shows the criteria selected on the parameter screen and a note about what the report displays.

Section 2 shows counts of households by level of income (percent of poverty). Percent of poverty is calculated based on the total of all income for a household for the specified income program.

Sections 3 & 4 show counts of households by source of household income. Note that a household may have income from more than one source. Each household will be counted only once and be identified in the category that best represents the household.

Section 5 & 6 shows counts of households with Other income. These sections shows the sources of other income for all individuals in the household.

Section 7 & 8 shows counts of households with unduplicated types of non-cash benefits received by all members in a household. A household will be unduplicated in each column but can be reported multiple times in the totals as multiple members of a household may receive multiple types of non-cash benefits.

The last section is an explanation page.

The CDS Form – RNG All Characteristics Reports

RNG NASCSP All Characteristics Household Income Report (CDSR006R)

- ❖ A single page of the report when the County of Service checkbox was checked.

RNG NASCSP All Characteristics Reports Parameters

Level of Detail: Selected CAA
CAA: District VII - HRDC
County of Service: County
Start Date (MM/DD/YYYY): 01/01/2020 End Date: 12/31/2020

Clear Selections

CDSR006R
Central Database System

Montana Public Health and Human Services
Intergovernmental Human Services Bureau.

Page: 2 of 8
Run Date: 03/18/2021

DPHHS - IHSB

RNG NASCSP All Characteristics - Household Income Demographics
Dates of Service: 01/01/2020 to 12/31/2020

HRDC

Level of Income for Households Receiving RNG Services - Part 1

CAA County	Households Reported Count	Households 0-50% of Poverty Count	Households 51-75% of Poverty Count	Households 76-100% of Poverty Count	Households 101-125% of Poverty Count	Households 126-150% of Poverty Count	Households 151-175% of Poverty Count	Households 176-200% of Poverty Count	Households 201-250% of Poverty Count	Households Over 250% of Poverty Count	Households Unknown/ Not Reported Count
District VII - HRDC	22	1	1	2	4	1	1	0	0	1	11
BIG HORN	1	0	1	0	0	0	0	0	0	0	0
CARBON	2	0	0	0	0	0	0	0	0	0	2
CASCADE	2	0	0	1	0	0	0	0	0	1	0
LEWIS & CLARK	1	0	0	0	0	0	0	0	0	0	1
PONDERA	1	0	0	0	0	0	0	0	0	0	1
STILLWATER	2	0	0	0	0	0	0	0	0	0	2
SWEET GRASS	1	0	0	0	0	0	0	0	0	0	1
YELLOWSTONE	13	1	0	1	4	1	1	0	0	1	4

87

The CDS Form – RNG All Characteristics Reports

RNG NASCSP All Characteristics Household Income Report (CDSR006R)

- ❖ A single page of the report when the County of Service checkbox was checked and a single county was selected.

RNG NASCSP All Characteristics Reports Parameters

Level of Detail	<input type="button" value="Selected CAA"/>	
CAA	<input type="button" value="District VII - HRDC"/>	
County of Service	<input checked="" type="checkbox"/>	County <input type="button" value="CARBON"/>
Start Date (MM/DD/YYYY)	<input type="button" value="01/01/2020"/>	End Date <input type="button" value="12/31/2020"/>
<input type="button" value="Clear Selections"/>		

The CDS Form – RNG All Characteristics Reports

RNG NASCSP All Characteristics Client/Household Details Report (CDSR007R)

The screenshot shows a window titled "Report Details" with the following checkboxes:

- Gender
- Age
- Education
- Disconnected Youth
- Health
- Ethnicity
- Race
- Military Status
- Work Status

Below these are three buttons:

- Client Details** (highlighted in blue)
- Household Details**
- Non-Client Household Details**

At the bottom is a single checkbox:

- Show Names

- ❖ The report displays the clients for sections Gender, Age, Education Levels, Disconnected Youth, Health, Ethnicity, Race, Military Status and Work Status, narrowed down by the selection criteria, if the “Client Details” button is pressed.
- ❖ The report displays the households for sections Household Type, Household Size, Housing, Level of HH Income, Source of Income, Other Income and Non-Cash Benefits, narrowed down by the selection criteria, if the “Household Details” button is pressed.
- ❖ **Show Names:** When this checkbox is checked the Client and Household Details reports contain the client/Head of Household names. When not checked, the Client and Household Details files display a blank column on the report.

The CDS Form – RNG All Characteristics Reports

RNG NASCSP All Characteristics Client/Household Details Report (CDSR007R)

❖ Client Details

CDSR007R Central Database System	Montana Public Health and Human Services Intergovernmental Human Services Bureau.	Page: 1 of 6 Run Date: 01/28/2021
DPHHS - .IHSB	RNG NASCSP All Characteristics - Client /Household Details Dates of Service: 01/01/2020 to 12/31/2020	HRDC
Selection Criteria: Report Level: Selected CAA CAA Name: District VII - HRDC County of Service Checkbox: No County: Dates of Service: 01/01/2020 to 12/31/2020 Veterans Only: No Emergency COVID-19: No - Households with all types of services Selected Programs: All Selected Services: All Client Details: Y Household Details: N Show Names: N		
Selected Section: 1. Gender: Yes 2. Age: Yes 3. Education Levels: Yes 4. Disconnected Youth: Yes 5. Health: Yes 6A. Ethnicity: Yes 6B. Race: Yes 7. Military Status: Yes 8. Work Status: Yes 9. Household Type: No 10. Household Size: No 11. Housing: No 12. Level of Household Income: No 13. Source of Household Income: No 14. Other Income Source: No 15. Non-Cash Benefits: No		

The CDS Form – RNG All Characteristics Reports

RNG NASCSP All Characteristics Client/Household Details Report (CDSR007R)

- ❖ The versions of the reports based on the COVID radio button are distinguished only by the Selection Criteria on the first page.

<p>CDSR007R Central Database System DPHHS - .IHSB</p> <p>Montana Public Health and Human Services Intergovernmental Human Services Bureau.</p> <p>RNG NASCSP All Characteristics - Client /Household Dates of Service: 01/01/2020 to 12/31/2020</p> <p>Selection Criteria: Report Level: Selected CAA CAA Name: District VII - HRDC County of Service Checkbox: No County: Dates of Service: 01/01/2020 to 12/31/2020 Veterans Only: No Emergency COVID-19: Households with Emergency COVID-19 Only ← Selected Programs: All Selected Services: All Client Details: Y Household Details: N Show Names: N </p> <p>Selected Section:</p> <p>CDSR007R Central Database System DPHHS - .IHSB</p> <p>Montana Public Health and Human S Intergovernmental Human Services E</p> <p>RNG NASCSP All Characteristics - Client / Dates of Service: 01/01/2020 to 12/</p> <p>Selection Criteria: Report Level: Selected CAA CAA Name: District VII - HRDC County of Service Checkbox: No County: Dates of Service: 01/01/2020 to 12/31/2020 Veterans Only: No Emergency COVID-19: Households with both Emergency COVID-19 and Regular Services ← Selected Programs: All Selected Services: All Client Details: Y Household Details: N Show Names: N </p> <p>Selected Section: 1. Gender: Yes 2. Age: Yes 3. Education Levels: Yes 4. Disconnected Youth: Yes 5. Health: Yes 6A. Ethnicity: Yes 6B. Race: Yes 7. Military Status: Yes 8. Work Status: Yes 9. Household Type: No 10. Household Size: No 11. Housing: No 12. Level of Household Income: No 13. Source of Household Income: No 14. Other Income Source: No 15. Non-Cash Benefits: No </p>	<p>CDSR007R Central Database System DPHHS - .IHSB</p> <p>Montana Public Health and Human Services Intergovernmental Human Services Bureau.</p> <p>RNG NASCSP All Characteristics - Client /Household Details Dates of Service: 01/01/2020 to 12/31/2020</p> <p>Page: 1 of 4 Run Date: 01/28/2021 HRDC</p> <p>Selection Criteria: Report Level: Selected CAA CAA Name: District VII - HRDC County of Service Checkbox: No County: Dates of Service: 01/01/2020 to 12/31/2020 Veterans Only: No Emergency COVID-19: Households with no Emergency COVID-19 ← Selected Programs: All Selected Services: All Client Details: Y Household Details: N Show Names: N </p>
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The CDS Form – RNG All Characteristics Reports

RNG NASCSP All Characteristics Client/Household Details Report (CDSR007R)

CDSR007R Central Database System		Montana Public Health and Human Services Intergovernmental Human Services Bureau.							Page: 2 of 6 Run Date: 01/28/2021		
DPHHS - IHSB		RNG NASCSP All Characteristics - Client /Household Details Dates of Service: 01/01/2020 to 12/31/2020							HRDC		
		Clients									
Clients Reported		Gender	Age	Disconnect	Youth	Disabled	Health Insurance	Ethnicity	Race	Military Status	Work Status
4		Female	43	HS	No	No	Unknown	Not Hispanic/Latino	Native American	Unknown	Retired
14		Female	78	AS	No	No	Unknown	Not Hispanic/Latino	Unknown	Unknown	Full Time
201		Female	82	0	No	Yes	Unknown	Not Hispanic/Latino	White	Unknown	Unknown
1477		Female	48	UK	No	Unknown	Unknown	Not Hispanic/Latino	Native American	Unknown	Unknown
1478		Male	28	BK	No	Unknown	Unknown	Not Hispanic/Latino	Native American	Unknown	Unknown
2631		Female	54	HS	No	No	Unknown	Not Hispanic/Latino	White	No	No - Short Term
7326		Unknown	72	HS	No	No	Unknown	Unknown	Unknown	Unknown	Unknown
10084		Female	43	HS	No	No	Medicaid/Medicare	Not Hispanic/Latino	Native American	Unknown	No
10720		Female	47	9-11	No	No	Unknown	Not Hispanic/Latino	Other	Unknown	Unknown
11088		Male	90	7-8	No	No	Unknown	Not Hispanic/Latino	Native American	Unknown	Unknown
11089		Male	29	1-6	No	No	Unknown	Not Hispanic/Latino	Native American	Unknown	Unknown
11090		Male	65	AS	No	No	Unknown	Not Hispanic/Latino	Native American	Unknown	Unknown

The CDS Form – RNG All Characteristics Reports

RNG NASCSP All Characteristics Client/Household Details Report (CDSR007R)

CDSR007R
Central Database System

Montana Public Health and Human Services
Intergovernmental Human Services Bureau.

Page: 6 of 6
Run Date: 12/09/2020

DPHHS - .IHSB

RNG NASCSP All Characteristics - Client /Household Details
Dates of Service: 01/01/2020 to 12/31/2020

HRDC

This report displays either the clients for sections Gender, Age, Education Levels, Disconnected Youth, Health, Ethnicity, Race, Military Status and Work Status, or the households for sections Household Type, Household Size, Housing, Level of Income, Source of Income, Other Income Source and Non-Cash Benefits, narrowed down by the above selection criteria.

When the Client sections are displayed the clients are displayed in Client ID order. When 'Show Names' has been selected, then the client names will be displayed otherwise it will not show.

When the Household sections are displayed the households are in Household ID order. The agency will be displayed next to the household ID as some services may cross agencies and this can result in different information for each agency. When 'Show Names' has been selected, then the Head of Household name will be displayed, otherwise it will not show.

The CDS Form – RNG All Characteristics Reports

RNG NASCSP All Characteristics Client/Household Details Report (CDSR007R)

❖ *Household Details*

CDSR007R Central Database System	Montana Public Health and Human Services Intergovernmental Human Services Bureau.	Page: 1 of 5 Run Date: 01/28/2021
DPHHS - .IHSB	RNG NASCSP All Characteristics - Client /Household Details Dates of Service: 01/01/2020 to 12/31/2020	HRDC
Selection Criteria: Report Level: Selected CAA CAA Name: District VII - HRDC County of Service Checkbox: No County: Dates of Service: 01/01/2020 to 12/31/2020 Veterans Only: No Emergency COVID-19: No - Households with all types of services Selected Programs: All Selected Services: All Client Details: N Household Details: Y Show Names: N		
Selected Section: 1. Gender: No 2. Age: No 3. Education Levels: No 4. Disconnected Youth: No 5. Health: No 6A. Ethnicity: No 6B. Race: No 7. Military Status: No 8. Work Status: No 9. Household Type: Yes 10. Household Size: Yes 11. Housing: Yes 12. Level of Household Income: Yes 13. Source of Household Income: Yes 14. Other Income Source: Yes 15. Non-Cash Benefits: Yes		

The CDS Form – RNG All Characteristics Reports

RNG NASCSP All Characteristics Client/Household Details Report (CDSR007R)

CDSR007R Central Database System		Montana Public Health and Human Services Intergovernmental Human Services Bureau.				Page: 2 of 5 Run Date: 01/28/2021	
DPHHS - IHSB		RNG NASCSP All Characteristics - Client /Household Details Dates of Service: 01/01/2020 to 12/31/2020				HRDC	
Households							
Households Reported	Household Type	HH Size	Housing	Level HH Incm	Source HH Incm	Other Incm	Non-Cash Bnfts
3 Agency: 7		3	Rent	0.00	Non-Cash Benefits Only		Public Housing
8 Agency: 7	Other	3	Rent	0.00	Non-Cash Benefits Only		SNAP, WIC, LIHEAP, Housing Voucher, Public Housing, Permanent Support Housing, HUD VASH, Child Care Voucher, Affordable Care Act Subsidy, Other
103 Agency: 7	Two Parent	5	Other Permanent	0.00	Unknown		
679 Agency: 7	Single Parent Female	2	Rent	0.00	Unknown		
4905 Agency: 7	Multigenerational	11	Unknown	62.54	Other Income & Non-Cash Benefits	Social Security, Social Security, Social Security, Social Security	LIHEAP
120827 Agency: 7	Single Person	1	Unknown	0.00	Unknown		
121758 Agency: 7	Two Adults, No children	3	Unknown	146.35	Employment & Other Income	VA Non-Service Disability	

The CDS Form – RNG All Characteristics Reports

RNG NASCSP All Characteristics Client/Household Details Report (CDSR007R)

CDSR007R Central Database System	Montana Public Health and Human Services Intergovernmental Human Services Bureau.	Page: 5 of 5 Run Date: 12/09/2020
DPHHS - IHSB	RNG NASCSP All Characteristics - Client /Household Details Dates of Service: 01/01/2020 to 12/31/2020	HRDC
<p>This report displays either the clients for sections Gender, Age, Education Levels, Disconnected Youth, Health, Ethnicity, Race, Military Status and Work Status, or the households for sections Household Type, Household Size, Housing, Level of Income, Source of Income, Other Income Source and Non-Cash Benefits, narrowed down by the above selection criteria.</p> <p>When the Client sections are displayed the clients are displayed in Client ID order. When 'Show Names' has been selected, then the client names will be displayed otherwise it will not show.</p> <p>When the Household sections are displayed the households are in Household ID order. The agency will be displayed next to the household ID as some services may cross agencies and this can result in different information for each agency. When 'Show Names' has been selected, then the Head of Household name will be displayed, otherwise it will not show.</p>		

The CDS Form – RNG All Characteristics Reports

RNG NASCSP All Characteristics Client File (CDSR008R)

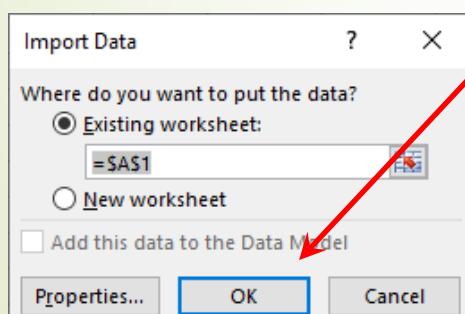
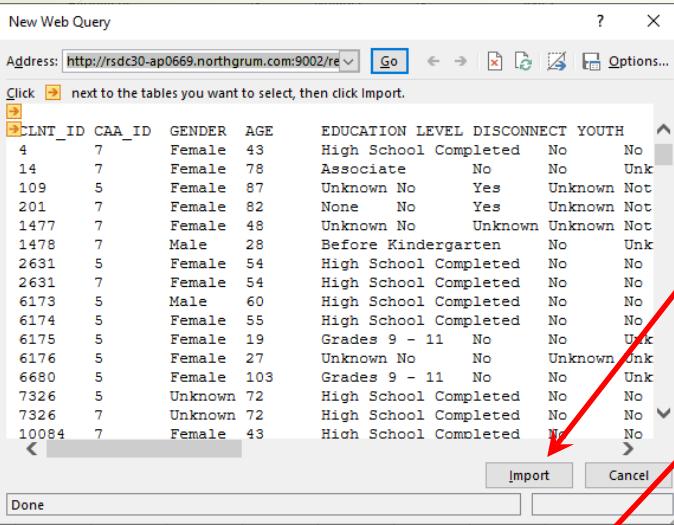
- ❖ This report shows the individual level characteristics for Gender, Age, Education levels, Disconnected Youth, Health, Ethnicity, Race, Military Status and Work Status.
- ❖ Additionally, the file includes Client Id, Client Name (optional) and Agency.
- ❖ If the Show Name checkbox is checked the Client Name displays, otherwise asterisk (*) display in the client name column.
- ❖ The data reported changes based on the COVID Radio Buttons.
 - When All Services is selected, all RNG Services are included in the client file.
 - When Emergency COVID Only is selected only clients with just RNG Services that have the emergency COVID-19 indicator set to yes are included in the file.
 - When Without Emergency COVID is selected only clients with just RNG Services that have the emergency COVID-19 indicator set to no or null are included in the file
 - When Both COVID and Regular is selected only clients with both regular RNG Services and RNG Services that have the emergency COVID-19 indicator set to yes are included in the file.

CLNT_ID	CAA_ID	GENDER	AGE	EDUCATION LEVEL	DISCONNECT	YOUTH DISABLED	HEALTH	INSURANCE	STATUS	WORK STATUS	SERVICE
4	7	Female	43	High School Completed	No	No	Unknown	Not Hispanic	Unknown	Retired	YELLOWSTONE
14	7	Female	78	Associate	No	No	Unknown	Not Hispanic	Unknown	Yellowstone	*****
109	5	Female	87	Unknown	No	Yes	Unknown	Not Hispanic/Latino	CASCADE	*****	RASS
201	7	Female	82	None	No	Yes	Unknown	Not Hispanic/Latino	Unknown	Yellowstone	*****
1477	7	Female	48	Unknown	No	Unknown	Unknown	Not Hispanic/Latino	No - Short Term	LEWIS & CLARK	*****
1478	7	Male	28	Before Kindergarten	No	Unknown	Unknown	Not	No - Short Term	YELLOWSTONE	*****
2631	5	Female	54	High School Completed	No	No	Unknown	Not	Part time	CASCADE	*****
2631	7	Female	54	High School Completed	No	No	Unknown	Not	Unknown	CASCADE	*****
6173	5	Male	60	High School Completed	No	No	Unknown	Unk	*****	*****	*****
6174	5	Female	55	High School Completed	No	No	Unknown	Not	*****	*****	*****
6175	5	Female	19	Grades 9 - 11	No	No	Unknown	Not Hispanic	*****	*****	*****
6176	5	Female	27	Unknown	No	No	Unknown	Unknown	*****	*****	*****
6680	5	Female	103	Grades 9 - 11	No	No	Unknown	Unknown	*****	*****	*****
7326	5	Unknown	72	High School Completed	No	No	Unknown	Unk	*****	*****	*****
7326	7	Unknown	72	High School Completed	No	No	Unknown	Unk	*****	*****	*****
10084	7	Female	43	High School Completed	No	No	Medicaid/Med	Unknown	*****	*****	*****
10720	5	Female	47	Grades 9 - 11	No	No	Unknown	Not Hispanic	*****	*****	*****
10720	7	Female	47	Grades 9 - 11	No	No	Unknown	Not Hispanic	*****	*****	*****
11088	5	Male	90	Grades 7-8	No	No	Unknown	Not Hispanic	Unknown	BIG HORN	*****
11088	7	Male	90	Grades 7-8	No	No	Unknown	Not Hispanic	Unknown	BIG HORN	*****
11089	5	Male	29	Grades 1-6	No	No	Unknown	Not Hispanic	Unknown	BIG HORN	*****
11089	7	Male	29	Grades 1-6	No	No	Unknown	Not Hispanic	Unknown	BIG HORN	*****
11090	5	Male	65	Associate	No	No	Unknown	Not Hispanic	Unknown	BIG HORN	*****
11090	7	Male	65	Associate	No	No	Unknown	Not Hispanic	Unknown	BIG HORN	*****
11091	5	Male	69	High School Completed	No	No	Unknown	Not	Unknown	BIG HORN	*****
11091	7	Male	69	High School Completed	No	No	Unknown	Not	Unknown	BIG HORN	*****
12292	5	Female	85	Associate	No	No	Unknown	Not Hispanic	Unknown	BIG HORN	*****
12292	7	Female	85	Associate	No	No	Unknown	Not Hispanic	Unknown	BIG HORN	*****
12293	5	Female	38	Unknown	No	No	Unknown	Not Hispanic/Latino	Send to OneNote	BIG HORN	*****
12293	7	Female	38	Unknown	No	No	Unknown	Not Hispanic/Latino	Properties	BIG HORN	*****
12294	5	Male	33	Grades 1-6	No	No	Unknown	Not Hispanic/Latino	Export to Microsoft Excel	BIG HORN	*****
12294	7	Male	33	Grades 1-6	No	No	Unknown	Not Hispanic/Latino	Send to OneNote	BIG HORN	*****
12295	5	Male	35	Unknown	No	No	Unknown	Not Hispanic/Latino	Properties	BIG HORN	*****
12295	7	Male	35	Unknown	No	No	Unknown	Not Hispanic/Latino	Export to Microsoft Excel	BIG HORN	*****

- ❖ The extract file comes up in a new browser window.
- ❖ Right click and select “Export to Microsoft Excel”

The CDS Form – RNG All Characteristics Reports

RNG NASCSP All Characteristics Client File (CDSR008R)



A	B	C	D	E	F	G	H	I	J	K	L	M	N
2	4	7	Female	43	High School Completed	No	No	Unknown	Not Hispanic/Latino Native American	Unknown	Retired	YELLOWSTONE	*****
3	14	7	Female	78	Associate	No	No	Unknown	Not Hispanic/Latino Unknown	Unknown	Full Time	YELLOWSTONE	*****
4	109	5	Female	87	Unknown No	Yes	Unknown	Not Hispanic/Latino Native American	Unknown	Unknown	Unknown	CASCADE	*****
5	201	7	Female	82	None	No	Unknown	Not Hispanic/Latino White	Unknown	Unknown	Unknown	SWEET GRASS	*****
6	1477	7	Female	48	Unknown	No	Unknown	Not Hispanic/Latino Native American	Unknown	Unknown	Unknown	YELLOWSTONE	*****
7	1478	7	Male	28	Before Kindergarten	No	Unknown	Not Hispanic/Latino Native American	Unknown	Unknown	Unknown	YELLOWSTONE	*****
8	2631	5	Female	54	High School Completed	No	No	Unknown	Not Hispanic/Latino White	No	No - Short Term	LEWIS & CLARK	*****
9	2631	7	Female	54	High School Completed	No	No	Unknown	Not Hispanic/Latino White	No	No - Short Term	YELLOWSTONE	*****
10	6173	5	Male	60	High School Completed	No	No	Unknown	Unknown	Unknown	Unknown	BROADWATER	*****
11	6174	5	Female	55	High School Completed	No	No	Unknown	Not Hispanic/Latino White	No	Part time	CASCADE	*****
12	6175	5	Female	19	Grades 9 - 11	No	No	Unknown	Not Hispanic/Latino White	Not Applicable	Unknown	CASCADE	*****
13	6176	5	Female	27	Unknown	No	No	Unknown	Unknown Unknown	Unknown	Unknown	CASCADE	*****
14	6680	5	Female	103	Grades 9 - 11	No	No	Unknown	Unknown	Unknown	Unknown	CASCADE	*****
15	7326	5	Unknown	72	High School Completed	No	No	Unknown	Unknown	Unknown	Unknown	YELLOWSTONE	*****
16	7326	7	Unknown	72	High School Completed	No	No	Unknown	Unknown	Unknown	Unknown	YELLOWSTONE	*****
17	10084	7	Female	43	High School Completed	No	No	Medicaid/Medicare/Private	Not Hispanic/Latino Native American	Unknown	No	YELLOWSTONE	*****
18	10720	5	Female	47	Grades 9 - 11	No	No	Unknown	Not Hispanic/Latino Other	Unknown	Unknown	YELLOWSTONE	*****
19	10720	7	Female	47	Grades 9 - 11	No	No	Unknown	Not Hispanic/Latino Other	Unknown	Unknown	YELLOWSTONE	*****
20	10888	5	Male	90	Grades 7-8	No	No	Unknown	Not Hispanic/Latino Native American	Unknown	Unknown	BIG HORN	*****
21	10888	7	Male	90	Grades 7-8	No	No	Unknown	Not Hispanic/Latino Native American	Unknown	Unknown	BIG HORN	*****
22	10889	5	Male	29	Grades 1-6	No	No	Unknown	Not Hispanic/Latino Native American	Unknown	Unknown	BIG HORN	*****
23	10889	7	Male	29	Grades 1-6	No	No	Unknown	Not Hispanic/Latino Native American	Unknown	Unknown	BIG HORN	*****
24	11090	5	Male	65	Associate	No	No	Unknown	Not Hispanic/Latino Native American	Unknown	Unknown	BIG HORN	*****
25	11090	7	Male	65	Associate	No	No	Unknown	Not Hispanic/Latino Native American	Unknown	Unknown	BIG HORN	*****
26	11091	5	Male	69	High School Completed	No	No	Unknown	Not Hispanic/Latino Native American	Unknown	Unknown	BIG HORN	*****
27	11091	7	Male	69	High School Completed	No	No	Unknown	Not Hispanic/Latino Native American	Unknown	Unknown	BIG HORN	*****
28	12292	5	Female	85	Associate	No	No	Unknown	Not Hispanic/Latino Native American	Unknown	Unknown	BIG HORN	*****
29	12292	7	Female	85	Associate	No	No	Unknown	Not Hispanic/Latino Native American	Unknown	Unknown	BIG HORN	*****
30	12293	5	Female	38	Unknown	No	No	Unknown	Not Hispanic/Latino Native American	Unknown	Unknown	BIG HORN	*****
31	12293	7	Female	38	Unknown	No	No	Unknown	Not Hispanic/Latino Native American	Unknown	Unknown	BIG HORN	*****
32	12294	5	Male	33	Grades 1-6	No	No	Unknown	Not Hispanic/Latino Native American	Unknown	Unknown	BIG HORN	*****
33	12294	7	Male	33	Grades 1-6	No	No	Unknown	Not Hispanic/Latino Native American	Unknown	Unknown	BIG HORN	*****
34	12295	5	Male	35	Unknown	No	No	Unknown	Not Hispanic/Latino Native American	Unknown	Unknown	BIG HORN	*****
35	12295	7	Male	35	Unknown	No	No	Unknown	Not Hispanic/Latino Native American	Unknown	Unknown	BIG HORN	*****
36	13412	7	Female	25	Before Kindergarten	No	No	Unknown	Unknown	Unknown	Unknown	YELLOWSTONE	*****
37	13412	8	Female	25	Before Kindergarten	No	No	Unknown	Unknown	Unknown	Unknown	LEWIS & CLARK	*****

- ❖ Select “Import” on the New Web Query that comes up after clicking Export to Microsoft Excel.
- ❖ Click “ok” on the Import Data box that comes up
- ❖ The data then displays in an Excel workbook.

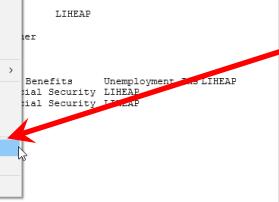
The CDS Form – RNG All Characteristics Reports

RNG NASCSP All Characteristics Household File (CDSR108R)

- ❖ This report shows the household level characteristics for Household Type, Household Size, Housing, Level of Household Income, Household Income, Other Income and Non-Cash Benefits.
- ❖ Additionally, the file includes Household Id, Head of Household Name (optional) and Agency the household is in.
- ❖ Show Name checkbox is checked the Client Name displays otherwise asterisk (*) is in the client name column.
- ❖ The data reported changes based on COVID Radio Buttons.
 - When All Services is selected, all RNG Services are included in the household file.
 - When Emergency COVID Only is selected only clients with just RNG Services that have the emergency COVID-19 indicator set to yes are included in the file.
 - When Without Emergency COVID is selected only clients with just RNG Services that have the emergency COVID-19 indicator set to no or null are included in the file
 - When Both COVID and Regular is selected only clients with both regular RNG Services and RNG Services that have the emergency COVID-19 indicator set to yes are included in the file.

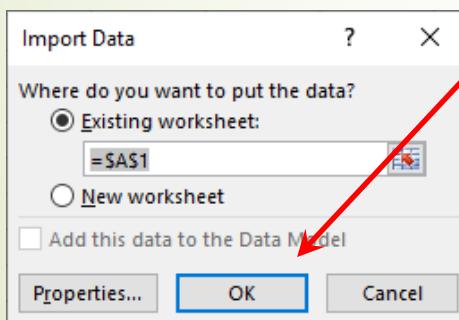
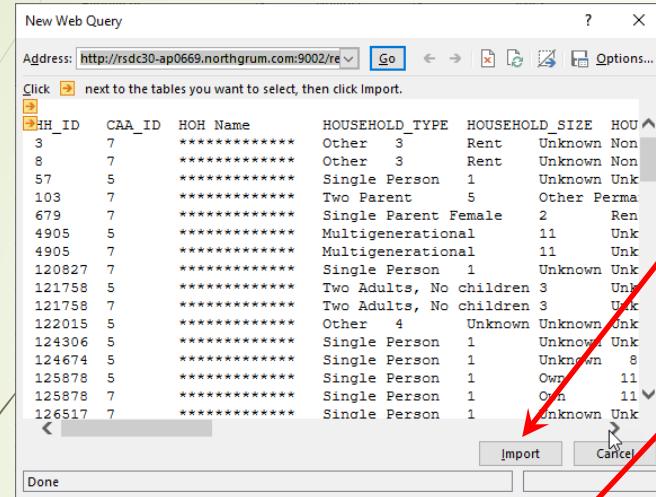
HH_ID	CAI_ID	HON	NAME	HOUSEHOLD_TYPE	HOUSEHOLD_SIZE	HOUSING	Poverty	Back	IE_SOURCE	NON_CASH_BENEFITS
3	7	*****	Other	3	Rent	Unknown	Non-Cas	Forward	LIHEAP, Housing Voucher, Public Housing, Pe	
8	7	*****	Other	3	Rent	Unknown	Non-Cas	Save background as...		
57	7	*****	Single Person	1	Unknown	Unknown	Unknown	Set as background		
103	7	*****	Two Parent	5	Other Permanent	Unknown	Unknown	Create shortcut		
679	7	*****	Single Parent Female	2	Rent	Unknown	Unknown	Add to favorites...		
4905	5	*****	Multigenerational	11	Unknown	Unknown	Unknown	View source		
4905	7	*****	Multi Generational	11	Unknown	Unknown	Unknown	Inspect element		
120827	7	*****	Single Person	1	Unknown	Unknown	Unknown	Encoding		
121758	5	*****	Two Adults, No Children	3	Unknown	VA Non-Service Disability	VA Non-Service Disability			
121758	7	*****	Two Adults, No Children	3	Unknown	VA Non-Service Disability	VA Non-Service Disability			
122015	5	*****	Other	4	Unknown	Unknown	Unknown			
122015	7	*****	Single Person	1	Unknown	Unknown	Unknown			
124874	5	*****	Single Person	1	Own	84.43	All Accelerators			
125878	7	*****	Single Person	1	Own	112.85				
125878	7	*****	Single Person	1	Own	112.85				
126517	7	*****	Single Person	1	Unknown	Unknown				
131440	7	*****	Single Person	1	Unknown	107.4				
135447	7	*****	Single Person	1	Unknown	Unknown				
135542	7	*****	Single Person	1	Unknown	125.39				
135592	5	*****	Single Person	1	Unknown	Unknown				
138715	7	*****	Single Person	1	Unknown	Unknown				
138715	7	*****	Single Person	1	Unknown	Unknown				
139956	7	*****	Two Parent	3	Rent	93.00				
141127	5	*****	Single Person	1	Unknown	112.85	Print...			
141127	7	*****	Single Person	1	Unknown	112.85	Print preview...			
141149	7	*****	Single Person	1	Other	Unknown	Refresh			
141496	7	*****	Two Parent	4	Unknown	Unknown				
141763	7	*****	Single Person	1	Unknown	Unknown				
141764	5	*****	Multigenerational	6	Unknown	Unknown				
141764	7	*****	Multigenerational	6	Unknown	Unknown				
141863	7	*****	Single Person	1	Unknown	Unknown				
142154	7	*****	Single Person	1	Unknown	Unknown				
142226	7	*****	Single Person	1	Homeless	Unknown				

- ❖ The extract file comes up in a new browser window.
- ❖ Right click and select “Export to Microsoft Excel”



The CDS Form – RNG All Characteristics Reports

RNG NASCSP All Characteristics Client File (CDSR008R)



A	B	C	D	E	F	G	H	I	J
HH_ID	CAA_ID	HOH Name	HOUSEHOLD_TYPE	HOUSEHOLD_SIZE	HOUSING	POVERTY_LEVEL	HOUSEHOLD_INCOME	OTHER_INCOME_SOURCE	NON_CASH_BENEFITS
3	8	7 *****	Other	3	Rent	Unknown	Non-Cash Benefits Only		SNAP, WIC, LIHEAP, Housing Voucher, Public Housing, Permanent Support Housing, HUD VASH, Child Care Voucher, Affordable Care Act Subsidy, Other
4	57	5 *****	Single Person	1	Unknown	Unknown			
5	103	7 *****	Two Parent	5	Other Permanent	Unknown			
6	679	7 *****	Single Parent Female	2	Rent	Unknown			
7	4905	5 *****	Multigenerational	11	Unknown	62.54%	Other Income & Non-Cash Benefits	Social Security, Social Security, Social Security, Social Security, Social Security, Social Security	LIHEAP
8	4905	7 *****	Multigenerational	11	Unknown	62.54%	Other Income & Non-Cash Benefits		
9	120827	7 *****	Single Person	1	Unknown	Unknown			
10	121758	5 *****	Two Adults, No children	3	Unknown	146.35%	Employment & Other Income	VA Non-Service Disability	
11	121758	7 *****	Two Adults, No children	3	Unknown	146.35%	Employment & Other Income	VA Non-Service Disability	
12	122015	5 *****	Other	4	Unknown	Unknown			
13	124306	5 *****	Single Person	1	Unknown	Unknown			
14	124674	5 *****	Single Person	1	Unknown	84.63%	Other Income & Non-Cash Benefits	SSDI	LIHEAP
15	125878	5 *****	Single Person	1	Own	112.85%	Employment & Non-Cash Benefits		LIHEAP
16	125878	7 *****	Single Person	1	Own	112.85%	Employment & Non-Cash Benefits		LIHEAP
17	126517	7 *****	Single Person	1	Unknown	Unknown			
18	134110	7 *****	Single Person	1	Unknown	109.74%	Employment & Non-Cash Benefits		LIHEAP
19	135467	7 *****	Single Person	1	Unknown	Unknown			
20	135542	7 *****	Single Person	1	Unknown	125.39%	Employment & Other Income	Other	
21	135599	5 *****	Single Person	1	Unknown	Unknown			
22	138715	7 *****	Single Person	1	Unknown	Unknown			
23	138776	5 *****	Single Person	1	Unknown	Unknown			
24	138856	7 *****	Two Parent	3	Rent	93.00%	Employment, Other Income & Non-Cash Benefits	Unemployment Ins	LIHEAP
25	141127	5 *****	Single Person	1	Unknown	112.85%	Other Income & Non-Cash Benefits	Social Security	LIHEAP
26	141127	7 *****	Single Person	1	Unknown	112.85%	Other Income & Non-Cash Benefits	Social Security	LIHEAP
27	141179	7 *****	Single Person	1	Other	Unknown			
28	141196	7 *****	Two Parent	4	Unknown	Unknown			
29	141293	7 *****	Single Person	1	Unknown	Unknown			
30	141264	5 *****	Multigenerational	6	Unknown	Unknown			
31	141264	7 *****	Multigenerational	6	Unknown	Unknown			

The CDS Form – Correcting Data

- ❖ County data has recently been added through a conversion process. Not all RNG Services and NPIs contain counties.
- ❖ The RNG Services and NPIs are not updatable - email the CDS Help desk to have a county added. (HHSNGCDSHelpDesk@mt.gov).
- ❖ Following is an example of an email requesting updates.

To...

Send

Cc...
Bcc...

Subject Add County to NPI Outcomes Missing Information

Please update the all NPI Outcomes that are missing the county to Lewis & Clark for the following households.

HH 219209
HH 21529
HH 199414

CDS

RNG Reports Training

- End Part 2 -

Central Database System

March 23, 2021

101



DPHHS - IHSB

