



FY 2020 HMIS Data Standards DATA DICTIONARY

August 2019

U.S. Department of Housing and Urban Development

Version 1.4

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SUMMARY OF CHANGES

Revision History

| Date | Version | Revision |
|-----------|---------|--|
| 4/19/2019 | 1 | Release of 2020 Data Standards for Vendors |
| 5/2/2019 | 1.1 | <p>Minor corrections</p> <p>Data Element Structure – minor correction in project type applicability</p> <p>2.02 Project Information – correction to dependent C</p> <p>2.03 Continuum of Care Information – added field 8 response</p> <p>3.12 Destination – added dependency A</p> <p>R6 Employment Status - Added VA: GPD Case Management/Housing Retention and VA: GPD Low Demand as applicable Funder: Program-Components.</p> <p>V6 VAMC Station Number - Added VA: GPD – collection required for all components; VA: CRS Contract Residential Services; and VA: Community Contract Safe Haven Program.</p> <p>V8 HUD-VASH Voucher Tracking - Collection point updated to “Occurrence Point (as provided)”</p> <p>Appendix A - Living Situation Option List – removed Dependent A option</p> |
| 5/21/2019 | 1.2 | <p>4.20 Coordinated Entry Event – corrected dependent reference in system logic section.</p> <p>Correction in table in on pg. 89 Project Identifier, Personal ID, and Household ID that incorrectly labeled 3.12 as Current Living Situation.</p> <p>2.06 Funding Sources - Remove footnote in reference to Community Contract Safe Haven Program.</p> <p>V1 Veteran’s Information – changed VA: HCHV – Collection required for all components to VA: Community Contract Safe Haven and VA: CRS Contract Residential Services to align with funding sources in 2.06.</p> <p>Remove Funder: Program-Component from 4.19 and 4.20.</p> <p>Updates to 4.02-4.11 –Collection required for all components to VA: Community Contract Safe Haven and VA: CRS Contract</p> <p>R6 Employment Status – add GPD All components and project types PH-Housing Only and Safe Haven.</p> <p>R20 Aftercare Plans - changed Dependent A –Dependent to Field 1 to Dependent A – Dependent to Field 2.</p> |
| 6/20/2019 | 1.3 | <p>Fixed incorrect field response # for “Worker unable to determine” in the System Logic & Other System Issues section of 4.12.</p> <p>R3 – added additional project type applicability</p> |
| 8/27/2019 | 1.4 | <p>Moved “Housing Type” and “Target Population” field from 2.07 Bed and Unit Inventory Information to 2.02 Project Information.</p> <p>Added clarifying language to the description of “Relationship of Enrollment ID and Relationship to Personal ID” in the Data Element Structure table.</p> <p>Added clarifying language to System Logic & Other System Issues in 4.12 Current Living Situation for Field 3 list of Continuum Projects.</p> <p>Added clarifying language to System Logic & Other System Issues 4.19 Coordinated Entry Assessment for field uses.</p> <p>V6 Corrected Project Type Applicability</p> <p>Updated SSVF Funder: Program Component for the following data elements: 4.02, 4.03, 4.04, 4.11, 4.19, 4.20, P4, R4, V1-V7.</p> <p>4.12 Current Living Situation – removed Coordinated Entry project type from ESG funding component row.</p> <p>Updated Required Collection Point table to indicate 4.05-4.10 are NOT required to be collected at annual assessment.</p> <p>Add clarification to 2.03 CoC Information that a project operating in only one CoC should have a one-to-one relationship with 2.02 Project Information.</p> <p>2.02 Project Information – changed “housing Type” field to be dependent to residential project types only.</p> <p>Corrected element level change summary for 2.02 and 2.07 to reflect actual FY 2020 changes.</p> <p>V1 add Project type 6: supportive services only to project type applicability</p> |

ABOUT THIS DICTIONARY

Data Element Structure

Every data element required by HUD and the Federal partners to be stored within an HMIS is specified in this document. The following format is used to describe each data element:

| Header | Instruction |
|-----------------------------------|--|
| Element Name | The name of the element. |
| Field # & Response(s) | <p>The field name and any response options associated with the field.</p> <p>Most elements contain responses of “client doesn’t know” and “client refused”. Data not collected continues to be identified as a response option in this HMIS Data Dictionary. It is not a response option necessary in every system or in every element. The element is required for use by any HMIS system which requires a response to an element before allowing the user to move forward in the system. Adding the response option of “data not collected” enables a user who did not collect or simply does not have the information to enter a response that does not present a false answer. HMIS systems which require entry of any element for the system to progress must implement the “data not collected” response for all elements that require a response. [System Note: data not collected will equate to missing data or null values as appropriate for transfer and reporting purposes.]</p> |
| Dependent to Field # & Response # | <p>Dependent fields and dependent response options identify the Field and Response option to which they are dependent.</p> <p>The dependencies outlined in the Data Dictionary are expected to be visible to users on-screen. The methods vendors may elect to make dependencies visible/invisible; colored for completion/shaded out; etc. are up to each software developer.</p> |
| Element Type | <p>The type of data element (project descriptor, universal, program-specific or metadata) which indicates the level at which data are collected, whether they apply to all funding sources, and their relationship to other data.</p> <ol style="list-style-type: none"> Project Descriptor Data Elements (PDDE) are the required elements that define the individual projects within the HMIS system. They are initially entered at the setup of each project within an HMIS. They must be updated by the HMIS Administrator on a regular basis as information within the elements are subject to change and are critical for report generation. Universal Data Elements (UDE) are client level data elements required for collection by all applicable projects participating in HMIS, regardless of funding source. Program-Specific Data Elements are client level elements required by a specific federal program or program component. <ul style="list-style-type: none"> Common Elements (CE) are the first subset of the program-specific data elements that are required for collection by most of the federal partners. When combined with the UDEs, these elements comprise the building blocks for much of the reporting generated by an HMIS. Individual Federal Partner Program Elements are the second subset of the program-specific data elements. These elements are listed under the federal partner program which maintains the element. There are elements maintained by one partner and shared with one other. When combined with UDE’s and Common Elements these elements comprise specific project level reporting generated by an HMIS. Metadata Elements are system generated data about data elements documenting required metadata collection for all of the above element types. |
| Funder: Program-Component | Identifies the federal department, the program, and the program component which requires the collection of the element. |
| Project Type Applicability | Project type(s) refers to element 2.02 <i>Project Information</i> and identifies the HMIS project type required to collect and report the data element. |

| Header | Instruction |
|----------------------|--|
| Data Collected About | Identifies the universe of client(s) for whom an element response is required (e.g. All Clients, Heads of Household, Adults, etc.). Data may be collected about a wide group (e.g. all household members) but may be further limited in data reporting specifications. |
| Collection Point | <p>The point(s) at which the data must be able to be collected in an HMIS. For data elements with multiple collection points (e.g. Project Start, Occurrence Point, Project Exit), each record must be stored with the appropriate <i>Data Collection Stage</i> (as listed in metadata element 5.03). Data elements with only a single collection point need not be stored with any particular data collection stage, since their data collection point is inherent in their requirements.</p> <p>Record creation – Indicates the element is required to be collected when the client record is created. Elements collected at record creation should have one and only one value for each client in an HMIS. Data are collected and entered into the HMIS, responses must be reviewed for accuracy at each project start and edited as necessary to make corrections or to improve data quality.</p> <p>Project start (stored with Data Collection Stage of “Project Start” for elements with multiple collection points) – Indicates the element is required to be collected at every project start. Elements collected at project start must have an <i>Information Date</i> that matches the client’s <i>Project Start Date</i>. Information must be accurate as of the <i>Project Start Date</i>. When a data element with multiple collection points is collected at project start, it must be stored with a <i>Data Collection Stage</i> of ‘project start.’ There should be one and only one record with a <i>Data Collection Stage</i> of ‘project start’ for each relevant data element for any given project start. Data may be edited by users associated with the project to correct errors or omissions; such edits will not change the data collection stage associated with the record.</p> <p>Occurrence Point/Update – Indicates the element may be collected and entered at any point during a project stay to track changes over time or document the occurrence of events (e.g. a service is provided). These types of records must be able to be entered at any point during the project stay. Some data elements are collected once per project stay. For others, the system must be able to support a theoretically unlimited number of records per project stay, each with a distinct <i>Information Date</i>. The <i>Information Date</i> should reflect the date on which the information is collected and/or the date for which the information is relevant for reporting purposes. Information must be accurate as of the <i>Information Date</i>, regardless of when it is collected or entered into the HMIS. Data may be edited by users associated with the project to correct errors or omissions; such edits will change neither the data collection stage nor the information date unless it is explicitly altered by the user.</p> <p>Annual assessment (stored with Data Collection Stage of “Annual Assessment”) – Data elements required for collection at annual assessment must be entered with an <i>Information Date</i> of no more than 30 days before or after the anniversary of the head of household’s <i>Project Start Date</i>, regardless of the date of the most recent ‘update’ or any other ‘annual assessment’. Information must be accurate as of the <i>Information Date</i>. The data collection stage may not be inferred from the <i>Information Date</i>, although the field must have an <i>Information Date</i> recorded with it. To be considered reportable to HUD as an annual assessment, data must be stored with a <i>Data Collection Stage</i> of ‘Annual Assessment’. The Annual Assessment must include updating both the head of household’s record and any other family members at the same time.</p> <p>There should be one and only one record for each data element annually with a <i>Data Collection Stage</i> recorded as ‘annual assessment’ associated with any given client and <i>Enrollment ID</i> within the 60-day period surrounding the anniversary of the head of</p> |

| Header | Instruction |
|---|--|
| | <p>household's <i>Project Start Date</i>. Regardless of whether the responses have changed since project start or the previous annual assessment, a new record must be created for each subsequent annual assessment such that it is possible to view a history, by date, of the values for each data element. Data may be edited by users associated with the project to correct errors or omissions; such edits will change neither the data collection stage nor the information date unless they are explicitly altered by the user.</p> <p>Project exit (stored with Data Collection Stage of "Project Exit" for elements with multiple collection points) – Indicates the element is required to be collected at every project exit. Elements collected at project exit must have an <i>Information Date</i> that matches the client's <i>Project Exit Date</i>. Information must be accurate as of the <i>Project Exit Date</i>. When a data element with multiple collection points is collected at project exit, it must be stored with a <i>Data Collection Stage</i> of 'project exit.' There should be one and only one record with a <i>Data Collection Stage</i> of 'project exit' for each relevant data element for any given project exit. Data may be edited by users associated with the project to correct errors or omissions; such edits will not change the data collection stage or the information.</p> <p>Post exit (stored with Data Collection Stage of "Post Exit" for elements with multiple collection points) – Indicates the element may be collected after project exit for a period of no longer than six months.</p> |
| Relationship to Enrollment ID (an enrollment) | Indicates cardinality of the element relative to an enrollment and client. This will often indicate "One or more" even though the element is only applicable to certain project types or funders which require the data element and is further limited to clients described in the "Data Collected About" line in the element. "One or more" does not inherently imply the element should be collected on <i>every</i> client in HMIS. In general, elements recorded at least once per enrollment are required at project start. Elements recorded 0 or more times per enrollment might only be collected as-needed or at exit, e.g. a referral. |
| Relationship to Personal ID (a client) | |
| System Logic & Other System Issues | Logically required data collection or system structure information for HMIS software development purposes and information on rationale, conditions, constraints, etc. that may be applicable to a specific element and are important for HMIS software development purposes. |
| XML | XML element in XML Specifications where the data standard element is located. |
| CSV | Primary file in CSV Specifications where the data standard element is located. |
| 2020 Revision Summary | Documentation of changes to the element from the 2017 Data Dictionary to the FY 2020 Data Dictionary. |

PROJECT DESCRIPTOR DATA ELEMENTS

2.01 Organization Information

| Header | Instruction |
|---------------------------|---------------------------------|
| Element Name | Organization Information |
| Field 1 & Response | Organization ID – auto generate |
| Field 2 & Response | Organization Name |
| Field 3 & Response | Victim Service Provider |
| | 0 No |
| | 1 Yes |
| Element Type | Project Descriptor |
| Funder: Program-Component | All Programs – All Components |

| Header | Instruction |
|------------------------------------|---|
| Project Type Applicability | All HMIS Project Types |
| Data Collected About | All Organizations |
| Collection Point | Initial HMIS project setup, reviewed/updated no less than annually |
| System Logic & Other System Issues | <p>An Organization ID must be assigned to each project via a system generated number or code.</p> <p>Each organization must receive a distinct identifier that is consistently associated with that organization.</p> <p>Each organization must also be able to be associated with one or more projects.</p> <p>The name of the organization must be captured in text within the HMIS.</p> <p>An HMIS must allow the HMIS Lead to activate and deactivate an organization.</p> <p>An HMIS application may permit the creation of a common name field more familiar to users for use within the application while retaining the legal name for use in reporting.</p> |
| XML | <Organization> |
| CSV | Organization |
| 2020 Revision Summary | Re-number element (from 2.1 to 2.01), rename element from Organization Identifier to Organization Information, add Victim Service Provider field and responses from 2.08 Additional Project Information. |

2.02 Project Information

| Header | Instruction |
|---|---|
| Element Name | Project Information |
| Field 1 & Response | Project ID – auto generate |
| Field 2 & Response | Project Name |
| Field 3 & Response | Operating Start Date |
| Field 4 & Response | Operating End Date |
| Field 5 & Response | Continuum Project |
| | 0 No |
| | 1 Yes |
| Field 6 & Responses | Project Type |
| | 1 Emergency Shelter |
| | 2 Transitional Housing |
| | 3 PH - Permanent Supportive Housing (disability required for entry) |
| | 4 Street Outreach |
| | 5 RETIRED |
| | 6 Services Only |
| | 7 Other |
| | 8 Safe Haven |
| | 9 PH – Housing Only |
| | 10 PH – Housing with Services (no disability required for entry) |
| | 11 Day Shelter |
| | 12 Homelessness Prevention |
| | 13 PH - Rapid Re-Housing |
| | 14 Coordinated Entry |
| Dependent A – Dependent to Field 6 & Response 6 | <i>If Services Only for “Project Type”</i> Affiliated with a residential project |
| | 0 No |
| | 1 Yes |

| Header | Instruction |
|---|--|
| Dependent B – Dependent to Dependent A & Response 1 | <i>If Yes for “Affiliated with a residential project”</i> Project ID(s) of residential project(s) affiliated with SSO |
| Dependent C – Dependent to Field 6 Response 1 | Emergency Shelter Tracking Method |
| 0 | Entry/Exit Date (e/e) |
| 3 | Night-by-Night (nbn) |
| Dependent D – Dependent to Field 6 responses 1, 2, 3, 8, 9, 10, 13) | Housing Type |
| 1 | Site-based – single site |
| 2 | Site-based – clustered / multiple sites |
| 3 | Tenant-based - scattered site |
| Field 7 & Response | HMIS Participating Project |
| 0 | No |
| 1 | Yes |
| Field 8 & Responses | Target Population |
| 1 | DV: Domestic violence victims |
| 3 | HIV: Persons with HIV/AIDS |
| 4 | NA: Not applicable |
| Element Type | Project Descriptor |
| Funder: Program-Component | All Programs – All Components |
| Project Type Applicability | All HMIS Project Types |
| Data Collected About | All Projects |
| Collection Point | Initial HMIS project setup, reviewed/updated no less than annually |
| System Logic & Other System Issues | <p>A Project ID must be assigned to each project via a system generated number or code. Each project must receive an identifier that is unique within the HMIS and consistently associated with that project.</p> <p>Each project must be associated with an organization (data element 2.01); separate projects operated by the same agency must be associated with the same Organization ID.</p> <p>The name of the project must be captured in text within the HMIS.</p> <p>An HMIS application may permit the creation of a common name element more familiar to users for use within the application while retaining the legal name for use in reporting.</p> <p>System stores collected project type and retains for historical purposes. Allow edits if changes or corrections for data entry error.</p> <p>A project can only have one project type assigned.</p> <p>A project must be able to identify multiple affiliated residential projects if “yes” to Dependent A.</p> <p>One ES Tracking Method must be identified in an HMIS for each Emergency Shelter project. Reporting and outcomes will differ depending on the method utilized by the shelter.</p> <p>Utilization of the night-by-night method does not mean that an HMIS must identify a client in a specific bed. If the HMIS supports a custom module that identifies clients in a bed that module may continue to be used. However, use of that module does not necessarily equate with the night-by-night model.</p> |

| Header | Instruction |
|-----------------------|--|
| XML | <Project> <TrackingMethod> <Affiliation> |
| CSV | Project and Affiliation |
| 2020 Revision Summary | Re-number element (from 2.2 to 2.02), rename element from Project Identifiers to Project Information, add all fields from 2.4 Project Type element (Continuum Project, Project Type, Residential Affiliation), add HMIS Participating Bed from 2.7 Bed Inventory element and rename to HMIS Participating Project, add all fields from 2.5 Method for Tracking Emergency Shelter Utilization (Method), added "Target Population", and "housing type" and renamed Project Type 14 from Coordinated Assessment to Coordinated Entry. Corrected Dependent C field reference |

2.03 Continuum of Care Information

| Header | Instruction |
|------------------------------------|---|
| Element Name | Continuum of Care Information |
| Field 1 & Response | Continuum Code - HUD-assigned CoC codes for the project location [text – 6 characters] |
| Field 2 & Response | Geocode (6 digits) |
| Field 3 & Responses | Project street address 1 (text) |
| Field 4 & Responses | Project street address 2 (text) |
| Field 5 & Responses | Project city (text) |
| Field 6 & Responses | Project state (2 letters) |
| Field 7 & Responses | Project ZIP code (5 digits) |
| Field 8 & Response | Geography Type <i>[From look up table provided by HUD – code the following geography types based on ZIP code]</i> |
| | 1Urban |
| | 2Suburban |
| | 3Rural |
| Element Type | Project Descriptor |
| Funder: Program-Component | All Programs – All Components |
| Project Type Applicability | All HMIS Project Types |
| Data Collected About | All Continuum Projects |
| Collection Point | Initial HMIS project setup, reviewed/updated no less than annually |
| System Logic & Other System Issues | <p>There is a many-to-one relationship between this data element and 2.02 Project Information; there may be multiple current records of this data element at any given time. Add, edit, or remove associations with CoCs as needed to reflect changes. There must be a one-to-one relationship to Project Information if the project only serves one CoC (most common).</p> <p>Projects may be funded to provide for housing and/or services to clients residing in only one CoC (e.g. CoC: Transitional Housing), or they may be funded for housing and/or services across multiple CoCs (e.g. VA: SSVF). The system must allow for multiple codes selected per project.</p> <p>It must be possible to associate a project with the CoC code for every geographic area in which the project operates and for which it will be entering data into the HMIS.</p> <p>If the system sets a default value for the CoC code, it should be the CoC code for the continuum operating the HMIS.</p> |

| Header | Instruction |
|-----------------------|--|
| | <p>For data quality purposes, the CoC codes in this data element should be used to populate an option list of CoC codes for data element 3.16 Client Location when one is required.</p> <p>HUD will release an updated crosswalk of ZIP codes with a geography type for each annually. This must be incorporated as a table into HMIS applications and used to auto-populate the geography type field.</p> |
| XML | <ProjectCoC> |
| CSV | ProjectCoC |
| 2020 Revision Summary | <p>Renumber element (from 2.3 to 2.03), rename element from Continuum of Care Code to Continuum of Care Information, add fields from 2.8 Additional Project Information (Geocode, Project Zip Code, Geography Type, Project Street Address, Project City, and Project State).</p> <p>Added “Geography Type” to field response.</p> |

2.06 Funding Sources

| Header | Instruction |
|---------------------|--|
| Element Name | Funding Sources |
| Field 1 & Responses | Federal Partner Program and Components |
| | 1 HUD: CoC – Homelessness Prevention (High Performing Comm. Only) |
| | 2 HUD: CoC – Permanent Supportive Housing |
| | 3 HUD: CoC – Rapid Re-Housing |
| | 4 HUD: CoC – Supportive Services Only |
| | 5 HUD: CoC – Transitional Housing |
| | 6 HUD: CoC – Safe Haven |
| | 7 HUD: CoC – Single Room Occupancy (SRO) |
| | 43 HUD: CoC – Youth Homeless Demonstration Program (YHDP) |
| | 44 HUD: CoC – Joint Component TH/RRH |
| | 8 HUD: ESG – Emergency Shelter (operating and/or essential services) |
| | 9 HUD: ESG – Homelessness Prevention |
| | 10 HUD: ESG – Rapid Rehousing |
| | 11 HUD: ESG – Street Outreach |
| | 35 HUD: Pay for Success |
| | 36 HUD: Public and Indian Housing (PIH) Programs |
| | 12 HUD: Rural Housing Stability Assistance Program |
| | 13 HUD: HOPWA – Hotel/Motel Vouchers |
| | 14 HUD: HOPWA – Housing Information |
| | 15 HUD: HOPWA – Permanent Housing (facility based or TBRA) |
| | 16 HUD: HOPWA – Permanent Housing Placement |
| | 17 HUD: HOPWA – Short-Term Rent, Mortgage, Utility assistance |
| | 18 HUD: HOPWA – Short-Term Supportive Facility |
| | 19 HUD: HOPWA – Transitional Housing (facility based or TBRA) |
| | 20 HUD: HUD/VASH |
| | 21 HHS: PATH – Street Outreach & Supportive Services Only |
| | 22 HHS: RHY – Basic Center Program (prevention and shelter) |
| | 23 HHS: RHY – Maternity Group Home for Pregnant and Parenting Youth |
| | 24 HHS: RHY – Transitional Living Program |
| | 25 HHS: RHY – Street Outreach Project |
| | 26 HHS: RHY – Demonstration Project |
| | 27 VA: CRS Contract Residential Services |
| | 37 VA: Grant Per Diem – Bridge Housing |
| | 38 VA: Grant Per Diem – Low Demand |
| | 39 VA: Grant Per Diem – Hospital to Housing |
| | 40 VA: Grant Per Diem – Clinical Treatment |
| | 41 VA: Grant Per Diem – Service Intensive Transitional Housing |
| | 42 VA: Grant Per Diem – Transition in Place |
| | 45 VA: Grant per Diem – Case Management/Housing Retention |
| | 30 VA: Community Contract Safe Haven Program |
| | 33 VA: Supportive Services for Veteran Families |
| | 34 N/A |
| | 46 Local or Other Funding Source (Please Specify) |

| Header | Instruction |
|--|--|
| Dependent A – Dependent to Field 1 Response 46 | If other specify [text] |
| Field 2 & Response | Grant Identifier |
| Field 3 & Response | Grant Start Date ([date field]) |
| Field 4 & Response | Grant End Date ([date field]) |
| Element Type | Project Descriptor |
| Funder: Program-Component | All Programs – All Components |
| Project Type Applicability | All HMIS Project Types |
| Data Collected About | All Projects |
| Collection Point | Initial HMIS project setup, reviewed/updated no less than annually |
| System Logic & Other System Issues | <p>This is a transactional data element; a single project may have multiple current and historical records. Allow corrections for data entry error.</p> <p>An HMIS must allow projects with multiple Funder sources and multiple grants (with potentially different grant terms) from the same funding source to record and store all funding sources for the project.</p> |
| XML | <Funder> |
| CSV | Funder |
| 2020 Revision Summary | <p>Renumber element (from 2.6 to 2.06), rename element (from "Federal Partner Funding Sources" to "Funding Sources"), add "VA: Grant Per Diem - Case Management/Housing Retention" and "HUD: CoC - Joint Component TH/RRH" funding sources, remove "VA: Compensated Work Therapy Transitional Residence" and add "Local or other Funding Sources" and a dependent text box to record the name of the local or other funding.</p> |

2.07 Bed and Unit Inventory Information

| Header | Instruction |
|---------------------|---|
| Element Name | Bed and Unit Inventory Information |
| Field 1 & Response | Inventory start date (date) |
| Field 2 & Response | Inventory end date (date) |
| Field 3 & Response | CoC Code |
| Field 4 & Responses | Household type |
| | 1 Households without children |
| | 3 Households with at least one adult and one child |
| | 4 Households with only children |
| Field 5 & Responses | If 2.02 Project Type = 'Emergency shelter' - Bed Type |
| | 1 Facility-based beds |
| | 2 Voucher beds |
| | 3 Other beds |
| Field 6 & Responses | If 2.02 Project Type = 'Emergency shelter' – Availability |
| | 1 Year-round |
| | 2 Seasonal |
| | 3 Overflow |
| Field 7 & Response | Beds dedicated to chronically homeless veterans (integer) |
| Field 8 & Response | Beds dedicated to youth-veterans (integer) |
| Field 9 & Response | Beds dedicated to any other veteran (integer) |
| Field 10 & Response | Beds dedicated to chronically homeless youth (integer) |
| Field 11 & Response | Beds dedicated to any other youth (integer) |
| Field 12 & Response | Beds dedicated to any other CH (integer) |
| Field 13 & Response | Non-dedicated beds (integer) |
| Field 14 & Response | Total bed inventory (integer) |

| Header | Instruction |
|------------------------------------|--|
| Field 15 & Response | Total unit inventory (integer) |
| Funder: Program-Component | All Programs – All Components |
| Project Type Applicability | 1: Emergency Shelter |
| | 2: Transitional Housing |
| | 3: PH- Permanent Supportive Housing |
| | 8: Safe Haven |
| | 9: PH- Housing Only |
| | 10: PH- Housing with Services |
| | 13: PH- Rapid Re-Housing |
| Data Collected About | All Residential Projects |
| Collection Point | Initial HMIS project setup, reviewed at least annually and updated as needed to reflect changes. |
| System Logic & Other System Issues | <p>A project may have multiple current and historical records of inventory.</p> <p>For any inventory record, it must be possible to identify the CoC with which the inventory is associated. If the HMIS produces CoC-level reporting on 2.07 Bed and Unit Information (LSA and/or HIC) for more than one continuum, records of inventory must be separate and associated with the CoC where the inventory is located.</p> <p>For projects that operate in a single continuum, there is a many-to-one relationship between this data element and 2.02 Project Information, although at any given time, only one record for this data element will be current. For projects that operate in multiple CoCs, there is a similar many-to-one relationship with 2.03 Continuum of Care Information.</p> <p>Data entry errors should be corrected; a new record should be created to document a change in information. A new record is only required if a change has occurred.</p> <p>Not all fields are required for all projects.</p> <p>These fields must be transactional, meaning they must be able to record multiple values over time.</p> <p>Bed inventory fields are expected to be mutually exclusive categories and must accurately sum to the Total Bed Inventory.</p> |
| XML | <Inventory> |
| CSV | Inventory |
| 2020 Revision Summary | Renamed (from Bed and Unit Inventory to Bed and Unit Inventory Information), renumbered from 2.7 to 2.07, removed "Information Date," and revised dedicated bed inventory for special populations. |

UNIVERSAL DATA ELEMENTS

3.01 Name

| Header | Instruction |
|---|--|
| Element Name | Name |
| Field 1 & Response | First (text) |
| Field 2 & Response | Middle (text) |
| Field 3 & Response | Last (text) |
| Field 4 & Response | Suffix (text) |
| Field 5 & Responses | Name Data Quality |
| | 1 Full name reported |
| | 2 Partial, street name, or code name reported |
| | 8 Client doesn't know |
| | 9 Client refused |
| | 99 Data not collected |
| Element Type | Universal |
| Funder: Program-Component | All Programs – All Components |
| Project Type Applicability | All HMIS Project Types |
| Data Collected About | All Clients |
| Collection Point | Record Creation |
| Relationship to Enrollment ID (an enrollment) | N/A |
| Relationship to Personal ID (a client) | One name per client |
| System Logic & Other System Issues | Associated project users must be able to edit data to correct errors or reflect changes in client responses. Systems may elect to utilize an extra field(s) for alias or for notes on name changes. |
| XML | <Client><...> |
| CSV | Client |
| 2020 Revision Summary | Re-numbered from 3.1 to 3.01 |

3.02 Social Security Number

| Header | Instruction |
|---|---------------------------------------|
| Element Name | Social Security Number |
| Field 1 & Response | Social Security Number |
| Field 2 & Responses | SSN Data Quality |
| | 1 Full SSN reported |
| | 2 Approximate or partial SSN reported |
| | 8 Client doesn't know |
| | 9 Client refused |
| | 99 Data not collected |
| Element Type | Universal |
| Funder: Program-Component | All Programs – All Components |
| Project Type Applicability | All HMIS Project Types |
| Data Collected About | All Clients |
| Collection Point | Record Creation |
| Relationship to Enrollment ID (an enrollment) | N/A |
| Relationship to Personal ID (a client) | 1 Social Security Number per client |

| Header | Instruction |
|------------------------------------|--|
| System Logic & Other System Issues | <p>System stores collected nine-digit SSN in one field and the appropriate SSN data quality in another.</p> <p>Associated project users must be able to edit data to correct errors or reflect changes in client responses.</p> <p>The HMIS may include hyphens or other punctuation within the SSN to improve readability, but the SSN must be exportable as a single alphanumeric field containing a maximum of nine characters and no punctuation.</p> <p>HMIS solutions and HMIS administrators (if the system permits) may designate special <i>non-numeric</i> characters (e.g., the letter x) to indicate missing digits and otherwise devise methodologies to allow entry and effective matching of partial SSNs. Because missing digits may appear in any one of the nine placeholders, it is critical for the system to have a mechanism to indicate which digits were missing when entering partial SSNs; an alphabetic character must be interpreted as a placeholder.</p> <p>The HMIS may elect to add an additional field, in a manner defined by the system, for clients who do not have an SSN to facilitate merging duplicated records.</p> |
| XML | <Client><...> |
| CSV | Client |
| 2020 Revision Summary | Re-numbered from 3.2 to 3.02 |

3.03 Date of Birth

| Header | Instruction |
|---|--|
| Element Name | Date of Birth |
| Field 1 & Response | Date of Birth |
| Field 2 & Responses | DOB Data Quality |
| | 1 Full DOB reported |
| | 2 Approximate or partial DOB reported |
| | 8 Client doesn't know |
| | 9 Client refused |
| | 99 Data not collected |
| Element Type | Universal |
| Funder: Program-Component | All Programs – All Components |
| Project Type Applicability | All HMIS Project Types |
| Data Collected About | All Clients |
| Collection Point | Record Creation |
| Relationship to Enrollment ID (an enrollment) | N/A |
| Relationship to Personal ID (a client) | One Date of Birth per client |
| System Logic Other System Issues | <p>System stores collected DOB in one field and the appropriate DOB data quality type in another.</p> <p>Associated project users must be able to edit data to correct errors or reflect changes in client responses.</p> <p>One date format field for birth dates should be created in the HMIS database.</p> <p>Date of birth must be exportable in the [date field] format.</p> |
| XML | <Client><...> |
| CSV | Client |
| 2020 Revision Summary | Re-numbered from 3.3 to 3.03 |

3.04 Race

| Header | Instruction |
|---|--|
| Element Name | Race |
| Field 1 & Responses | Race (as many as are applicable) |
| | 1 American Indian or Alaska Native |
| | 2 Asian |
| | 3 Black or African American |
| | 4 Native Hawaiian or Other Pacific Islander |
| | 5 White |
| | 8 Client doesn't know |
| | 9 Client refused |
| | 99 Data not collected |
| Element Type | Universal |
| Funder: Program-Component | All Programs – All Components |
| Project Type Applicability | All HMIS Project Types |
| Data Collected About | All Clients |
| Collection Point | Record Creation |
| Relationship to Enrollment ID (an enrollment) | N/A |
| Relationship to Personal ID (a client) | One Race per Client |
| System Logic & Other System Issues | <p>Associated project users must be able to edit data to correct errors or reflect changes in client responses.</p> <p>The HMIS must accommodate the recording of up to five race response categories per client.</p> <p>'Client doesn't know,' 'Client refused,' and 'Data not collected' are not races; they are explanations for missing race data. None of these three responses are valid in conjunction with any other response.</p> |
| XML | <Client><Race> |
| CSV | Client |
| 2020 Revision Summary | Re-numbered from 3.4 to 3.04 |

3.05 Ethnicity

| Header | Instruction |
|---|--|
| Element Name | Ethnicity |
| Field 1 & Responses | Ethnicity |
| 0 | Non-Hispanic/Non-Latino |
| 1 | Hispanic/Latino |
| 8 | Client doesn't know |
| 9 | Client refused |
| 99 | Data not collected |
| Element Type | Universal |
| Funder: Program-Component | All Programs – All Components |
| Project Type Applicability | All HMIS Project Types |
| Data Collected About | All Clients |
| Collection Point | Record Creation |
| Relationship to Enrollment ID (an enrollment) | N/A |
| Relationship to Personal ID (a client) | One Ethnicity per client |
| System Logic & Other system issues | Associated project users must be able to edit data to correct errors or reflect changes in client responses. |
| XML | <Client><Ethnicity> |
| CSV | Client |
| 2020 Revision Summary | Re-numbered from 3.5 to 3.05 |

3.06 Gender

| Header | Instruction |
|---|--|
| Element Name | Gender |
| Field 1 & Responses | Gender |
| 0 | Female |
| 1 | Male |
| 2 | Trans Female (MTF or Male to Female) |
| 3 | Trans Male (FTM or Female to Male) |
| 4 | Gender Non-Conforming (i.e. not exclusively male or female) |
| 8 | Client doesn't know |
| 9 | Client refused |
| 99 | Data not collected |
| Element Type | Universal |
| Funder: Program-Component | All Programs – All Components |
| Project Type Applicability | All HMIS Project Types |
| Data Collected About | All Clients |
| Collection Point | Record Creation |
| Relationship to Enrollment ID (an enrollment) | N/A |
| Relationship to Personal ID (a client) | One Gender per client |
| System Logic & Other System Issues | Associated project users must be able to edit data to correct errors or reflect changes in client responses. |
| XML | <Client><...> |
| CSV | Client |
| 2020 Revision Summary | Re-numbered from 3.6 to 3.06 |

3.07 Veteran Status

| Header | Instruction |
|---|---|
| Element Name | Veteran Status |
| Field 1 & Responses | Veteran Status |
| 0 | No |
| 1 | Yes |
| 8 | Client doesn't know |
| 9 | Client refused |
| 99 | Data not collected |
| Element Type | Universal |
| Funder: Program-Component | All Programs – All Components |
| Project Type Applicability | All HMIS Project Types |
| Data Collected About | All Adults |
| Collection Point | Record Creation |
| Relationship to Enrollment ID (an enrollment) | N/A |
| Relationship to Personal ID (a client) | One Veteran status per client |
| System Logic & Other System Issues | <p>Associated project users must be able to edit data to correct errors or reflect changes in client responses or status, or to enter a response for a client who has turned 18.</p> <p>Users are not required to ask clients under 18 about veteran status; this does not mean that systems are required to hide or exclude this data element from data entry forms.</p> <p>Users may enter 'No' for any client under 18. Systems may be programmed to automatically create a response for clients who turn 18 while enrolled; the auto-generated response should be 'No'.</p> |
| XML | <Client><VeteranStatus> |
| CSV | Client |
| 2020 Revision Summary | Re-numbered from 3.7 to 3.07 |

3.08 Disabling Condition

| Header | Instruction |
|---|--|
| Element Name | Disabling Condition |
| Field 1 & Responses | Disabling Condition |
| 0 | No |
| 1 | Yes |
| 8 | Client doesn't know |
| 9 | Client refused |
| 99 | Data not collected |
| Element Type | Universal |
| Funder: Program-Component | All Programs – All Components |
| Project Type Applicability | All HMIS Project Types |
| Data Collected About | All Clients |
| Collection Point | Project start (Edit as necessary to reflect new information) |
| Relationship to Enrollment ID (an enrollment) | No more than one Disabling Condition per Enrollment |
| Relationship to Personal ID (a client) | One or more Disabling Condition per Client |

| Header | Instruction |
|------------------------------------|---|
| System Logic & Other System Issues | <p>A user must be able to set the value of this data element to ‘Yes’ independent of any other data element.</p> <p>Disabling condition may either be entered by the user independently of any other special need field, or data in this field may be inferred by the responses to “ability to live independently” for 4.05, 4.07, 4.09 or 4.10 or an answer of “Yes” to 4.06 or 4.08.</p> <p>If the system auto-populates Disabling Condition, a user must be able to override a system-generated “no” with “yes”. Further, if Disabling Condition is auto-populated with “yes” based solely on a qualifying record for data elements 4.05-4.10 (i.e., the user-entered response to Disabling Condition was something other than “yes” but was changed to “yes” by the system due to an answer in the special needs fields (4.05-4.10)) and the special needs record is later deleted or edited such that it doesn’t meet the criteria for Disabling Condition, the auto-populated “yes” response must revert to the user’s original response.</p> <p>Regardless of the response to this data element, if a client has a Physical Disability, Chronic Health Condition, Mental Health Problem, and/or Substance Abuse issue (data elements 4.05, 4.07, 4.09, 4.10) that meets the criteria for a disabling condition (Dependent Field A = ‘Yes’), OR 4.06 Developmental Disability or 4.08 HIV/AIDS = “yes” reporting should always count the client as having a Disabling Condition.</p> |
| XML | <Enrollment><DisablingCondition> |
| CSV | Enrollment |
| 2020 Revision Summary | Re-numbered from 3.8 to 3.08. Clarification in System Logic for auto calculating Disabling Condition based on 4.08 HIV/AIDS and 4.06 Development Disability. |

3.10 Project Start Date

| Header | Instruction |
|---|---|
| Element Name | Project Start Date |
| Field 1 & Response | Project Start Date ([date field]) |
| Element Type | Universal |
| Funder: Program-Component | All Programs – All Components |
| Project Type Applicability | All HMIS Project Types |
| Data Collected About | All Clients |
| Collection Point | Project Start |
| Relationship to Enrollment ID (an enrollment) | No more than one Project Start Date per Enrollment |
| Relationship to Personal ID (a client) | One or more Project Start Date per Client |
| System Logic & Other System Issues | The project start date must be exportable in the [date field] format. |
| XML | <Enrollment><EntryDate> |
| CSV | Enrollment |
| 2020 Revision Summary | N/A |

3.11 Project Exit Date

| Header | Instruction |
|---|--|
| Element Name | Project Exit Date |
| Field 1 & Response | Project Exit Date ([date field]) |
| Element Type | Universal |
| Funder: Program-Component | All Programs – All Components |
| Project Type Applicability | All HMIS Project Types |
| Data Collected About | All Clients |
| Collection Point | Project Exit |
| Relationship to Enrollment ID (an enrollment) | Zero or one Project Exit Date per Enrollment |
| Relationship to Personal ID (a client) | Zero or more Project Exit Date per Client |
| System Logic & Other Issues | None |
| Other System Issues | The project exit date must be exportable in the [date field] format. |
| XML | <Exit><ExitDate> |
| CSV | Exit |
| 2020 Revision Summary | N/A |

3.12 Destination

| Header | Instruction |
|--|--|
| Element Name | Destination |
| Field 1 & Responses | See Appendix A – Living Situation Option List |
| Dependent A – Dependent to Field 1 & Response 17 | If Other for “Type of Residence” – text box for Specify Where |
| Element Type | Universal |
| Funder: Program-Component | All Programs – All Components |
| Project Type Applicability | All HMIS Project Types |
| Data Collected About | All Clients |
| Collection Point | Project Exit |
| Relationship to Enrollment ID (an enrollment) | Zero or one Destination per Enrollment |
| Relationship to Personal ID (a client) | Zero or more Destination per Client |
| System Logic & Other System Issues | Display exit destinations using the same screen order as indicated in Appendix A . This is optional but suggested for consideration. |
| XML | <Exit><...> |
| CSV | Exit |
| 2020 Revision Summary | Revised Destination list to align with Prior Living Situation and Current Living Situation lists. Added dependent A. |

3.15 Relationship to Head of Household

| Header | Instruction |
|---------------------|---|
| Element Name | Relationship to Head of Household |
| Field 1 & Responses | Relationship to Head of Household |
| | 1 Self |
| | 2 Head of household’s child |
| | 3 Head of household’s spouse or partner |
| | 4 Head of household’s other relation member (other relation to head of household) |
| | 5 Other: non-relation member |

| Header | Instruction |
|---|---|
| Element Type | Universal |
| Funder: Program-Component | All Programs – All Components |
| Project Type Applicability | All HMIS Project Types |
| Data Collected About | All Clients |
| Collection Point | Project Start |
| Relationship to Enrollment ID (an enrollment) | No more than One Relationship to Head of Household per Enrollment |
| Relationship to Personal ID (a client) | One or more Relationship to Head of Household per Client |
| System Logic & Other System Issues | <p>It is expected that both the Head of Household and the household member(s) are always in the database together in the same household at a project</p> <p>The system must allow for the Head of Household to leave the household and have the household maintain the same Household ID while assigning a new Head of Household.</p> <p>The system must allow for persons to enter or exit the household without having to complete a full program exit and new project start of the entire household.</p> |
| XML | <Enrollment><RelationshipToHoH> |
| CSV | Enrollment |
| 2020 Revision Summary | N/A |

3.16 Client Location

| Header | Instruction |
|---|--|
| Element Name | Client Location |
| Field 1 & Response | Information Date (date information was collected) [date field] |
| Field 2 & Response | HUD assigned CoC code for the client's location |
| Element Type | Universal |
| Funder: Program-Component | All Programs – All Components |
| Project Type Applicability | All HMIS Project Types |
| Data Collected About | Head of Household |
| Collection Point | Project Start, Update |
| Relationship to Enrollment ID (an enrollment) | One or more Client Location per Enrollment |
| Relationship to Personal ID (a client) | One or more Client Location per Client |
| System Logic & Other System Issues | <p>It must be possible to associate all project stays with one or more (for clients who move while enrolled) Continuum of Care codes.</p> <p>This data element must be user-entered for all projects with more than one Continuum of Care code identified in Project Descriptor Data Element 2.03. It may be auto-populated for projects that operate in a single CoC.</p> <p>System must allow for updated information collection if change occurs because a client has moved and must record the date the information was collected with a data collection stage of "project update," and retains all updates for historical purpose.</p> <p>To allow projects operating in multiple continuums to enter data into a single 'host' HMIS and provide data to each of the continuums in which they are serving clients, a continuum must be identified for each project start. The Continuum of Care code will be used in continuum reporting in the host HMIS to exclude irrelevant data; it will also be used as a parameter for data export to provide relevant data to other continuums.</p> |

| Header | Instruction |
|-----------------------|--|
| | <p>Household members' location data must change based on the HOH identified location.</p> <p>Systems may set up defaults to the continuum code of the HMIS implementation but must be able to accept any other continuum code identified in data element 2.03 for the project.</p> <p>For data quality purposes, the CoC codes in this data element should be limited to the same CoC codes used for element 2.03 Continuum of Care Information.</p> |
| XML | <EnrollmentCoC> |
| CSV | EnrollmentCoC |
| 2020 Revision Summary | N/A |

3.20 Housing Move-In Date

| Header | Instruction |
|---|---|
| Element Name | Housing Move-In Date |
| Field 1 & Response | Housing Move-in Date (date) |
| Element Type | Universal |
| Funder: Program-Component | All Programs – All Permanent Housing Components |
| Project Type Applicability | 3: PH-Permanent Supportive Housing 9: PH-Housing Only 10: PH-Housing with Services (no disability required for entry) 13: PH-Rapid Re-Housing |
| Data Collected About | Heads of Household |
| Collection Point | Occurrence Point (At move-in – must be entered if/when a household moves into any type of permanent housing, regardless of funding source or whether the project is providing the rental assistance to differentiate between clients who are housed and those who are experiencing homelessness at different points during their enrollment) |
| Relationship to Enrollment ID (an enrollment) | No more than one Housing Move-In Date per Enrollment |
| Relationship to Personal ID (a client) | One or more Housing Move-In Date per Client |
| System Logic & Other System Issues | <p>Housing Move-In Date must be between the Project Start Date and Project Exit Date. It may be the same date as Project Start if the client moves into housing on the date they were accepted into the program.</p> <p>There can be no more than one Housing Move-in Date per enrollment. Once a Housing Move-in Date has been recorded for an enrollment, it should not be removed from the client's record, even if they subsequently lose that housing situation. Users must be able to edit data only to correct errors.</p> |
| XML | <ResidentialMoveInDate> |
| CSV | Enrollment |
| 2020 Revision Summary | N/A |

3.917 Prior Living Situation

The former universal data elements 3.9 *Residence Prior to Project Start* and 3.17 *Length of Time on the Streets, in an Emergency Shelter or in a Safe Haven* were combined into one element 3.917 Living Situation in 2014 v5. The element was split into two sub-elements which use only the fields and responses necessary for the population being asked the question. **3.917A** is to be used for all persons entering a Street Outreach, Emergency Shelter, or Safe Haven project and **3.917B** is to be used for persons entering all other HMIS project types. The internal HMIS field numbers for the fields and dependents of the sub-elements MUST be the same for like responses. With this separation and clarification, the definition of chronic homelessness as identified in the final rule in the [Federal Register](#) published December 5, 2015 is able to be fully reported through an HMIS.

3. 917A Prior Living Situation

For persons entering HMIS Project Type: Street Outreach, Emergency Shelter, & Safe Haven

| Header | Instruction |
|---|---|
| Element Name | Prior Living Situation (A) |
| Field 1 & Responses | Type of Residence - See Appendix A – Living Situation Option List |
| Field 2 & Responses | Length of stay in prior living situation |
| 10 | One night or less |
| 11 | Two to six nights |
| 2 | One week or more, but less than one month |
| 3 | One month or more, but less than 90 days |
| 4 | 90 days or more, but less than one year |
| 5 | One year or longer |
| 8 | Client doesn't know |
| 9 | Client refused |
| 99 | Data not collected |
| Field 3 & Responses | Approximate date homelessness started: (date) [date field] |
| Field 4 & Responses | (Regardless of where they stayed last night) Number of times the client has been on the streets, in ES, or SH in the past three years including today |
| 1 | One Time |
| 2 | Two times |
| 3 | Three times |
| 4 | Four or more times |
| 8 | Client doesn't know |
| 9 | Client refused |
| 99 | Data not collected |
| Field 5 & Responses | Total number of months homeless on the street, in ES, or SH in the past three years |
| 101 | One month (this time is the first month) |
| 102-112 | (integers 2-12) |
| 113 | More than 12 months |
| 8 | Client doesn't know |
| 9 | Client refused |
| 99 | Data not collected |
| Element Type | Universal |
| Funder: Program-Component | All Programs – All Components which are typed as Street Outreach, Emergency Shelter, or Safe Haven. |
| Project Type Applicability | 1: Emergency Shelter 4: Street Outreach 8: Safe Haven |
| Data Collected About | Head of Household and Adults |
| Collection Point | Project Start |
| Relationship to Enrollment ID (an enrollment) | No more than one Living Situation per Enrollment |

| Header | Instruction |
|--|---|
| Relationship to Personal ID (a client) | One or more Living Situation per Client |
| System Logic & Other System Issues | <p>This element, 3.917A is required for all projects which are typed in the HMIS as Emergency Shelter (either night by night or entry/exit method), Street Outreach, and Safe Haven. No substitution in language or form may be made in this element.</p> <p>This element requires no dependencies and all fields are to be visible and entered by the user.</p> <p>Users must be able to edit data to correct errors or to enter a response for a client who has turned 18.</p> <p>Responses to this data element must always reflect living situation and circumstances as of the Project Start Date and not at the time of collection.</p> <p>The internal field numbers for each of the fields and dependents contained within this element MUST be the same as the field numbers used for 3.917B.</p> |
| XML | <Enrollment><...> |
| CSV | Enrollment |
| 2020 Revision Summary | <p>Changed element name to "Prior Living Situation"</p> <p>Revised Living Situation list to align with Destination and Current Living Situation lists.</p> |

3.917B Prior Living Situation

For persons entering: Transitional Housing, any type of Permanent Housing, Services Only, Day Shelter, Homelessness Prevention, or Coordinated Entry Project

| Header | Instruction |
|---|--|
| Element Name | Prior Living Situation (B) |
| Field 1 & Responses | Type of Residence - See Appendix A – Living Situation Option List |
| Field 2 & Responses | Length of stay in the prior living situation |
| 10 | One night or less |
| 11 | Two to six nights |
| 2 | One week or more, but less than one month |
| 3 | One month or more, but less than 90 days |
| 4 | 90 days or more, but less than one year |
| 5 | One year or longer |
| 8 | Client doesn't know |
| 9 | Client refused |
| 99 | Data not collected |
| DEPENDENCIES FOR INSTITUTIONAL SITUATIONS | |
| Field 2A – for Institutional Situations | Did you stay less than 90 days? |
| 0 | No |
| 1 | Yes |
| Dependency Logic | <p>If No – no other response options required.</p> <p>If Yes – use Field #2 response options 10, 11, 2, 3 and go to Field 2C</p> |
| DEPENDENCIES FOR TRANSITIONAL and PERMANENT HOUSING SITUATIONS | |
| Field 2B – for Housing Situations | Did you stay less than 7 nights? |
| 0 | No |
| 1 | Yes |
| Dependency Logic | <p>If No – no other response options required.</p> <p>If Yes – use Field #2 response options 10, 11, and go to Field 2C</p> |
| DEPENDENCY FOR YES TO 2A OR 2B | |
| Field 2C – For yes to 2a or 2b | On the night before did you stay on the streets, ES, or SH |
| 0 | No |
| 1 | Yes |
| Dependency Logic | If No – no other response options required. |

| Header | Instruction |
|---|---|
| | If Yes – go to Field 3, followed by Field 4 and then Field 5 |
| ELEMENTS FOR CHRONIC HOMELESSNESS | |
| Field 3 & Responses | Approximate date homelessness started: (date) [date field] |
| Field 4 & Response | (Regardless of where they stayed last night) Number of times the client has been on the streets, in ES, or SH in the past three years including today |
| | 1 One Time |
| | 2 Two times |
| | 3 Three times |
| | 4 Four or more times |
| | 8 Client doesn't know |
| | 9 Client refused |
| | 99 Data not collected |
| Field 5 & Responses | Total number of months homeless on the street, in ES, or SH in the past three years |
| | 101 One month (this time is the first month) |
| | 102-112 (integers 2-12) |
| | 113 More than 12 months |
| | 8 Client doesn't know |
| | 9 Client refused |
| | 99 Data not collected |
| Funder: Program-Component | All Programs – All Components |
| Project Type Applicability | 2: Transitional Housing 3: PH – Permanent Supportive Housing (disability required for entry) 6: Services Only 7: Other 9: PH – Housing Only 10: PH – Housing with Services (no disability required for entry) 11: Day Shelter 12: Homelessness Prevention 13: PH: Rapid Re-housing 14: Coordinated Entry |
| Data Collected About | Head of Household and Adults |
| Collection Point | Project Start |
| Relationship to Enrollment ID (an enrollment) | No more than one Living Situation per Enrollment |
| Relationship to Personal ID (a client) | One or more Living Situation per Client |
| System Logic & Other System Issues | <p>This element, 3.917B, is required for all project types in the HMIS other than Emergency Shelter (either night by night or entry/exit method), Street Outreach, and Safe Haven. No substitution in language or form may be made in this element.</p> <p>Users must be able to edit data to correct errors or to enter a response for a client who has turned 18. Responses to this data element must always reflect living situation and circumstances as of the Project Start Date and not at the time of collection.</p> <p>The HMIS must be able to create dependencies for this element. Data for the fields of this data element should be logically consistent. It is strongly recommended that the HMIS is programmed to enforce these rules or to notify users when inconsistent data has been entered.</p> <ul style="list-style-type: none"> • If there is a “yes” response, then the next response elements must be available for data entry. • If there is any other response, then the next response element must either be hidden or darkened or in some other way identified as not to be completed. <p>The internal field numbers for each of the fields and dependents contained within this element MUST be the same as the field numbers used for 3.917A.</p> |
| XML | <Enrollment><...> |
| CSV | Enrollment |
| 2020 Revision Summary | <p>Changed element name to “Prior Living Situation”</p> <p>Revised Living Situation list to align with Destination and Current Living Situation lists.</p> |

PROGRAM SPECIFIC DATA ELEMENTS

COMMON DATA ELEMENTS

4.02 Income and Sources

| Header | Instruction |
|---|---|
| Element Name | Income and Sources |
| Field 1 & Response | Information Date (date information was collected) [date field] |
| Field 2 & Responses | Income from Any Source |
| | 0 No |
| | 1 Yes |
| | 8 Client doesn't know |
| | 9 Client refused |
| | 99 Data not collected |
| | <i>If yes for "Income from any source"</i> Indicate all sources and dollar amounts for the source that apply |
| Field 3 & Responses | Earned income (i.e. employment income) |
| | 0 No |
| | 1 Yes |
| Dependent A – Dependent to Field 3 & Response 1 | Monthly Amount [currency/decimal] |
| Field 4 & Responses | Unemployment Insurance |
| | 0 No |
| | 1 Yes |
| Dependent B – Dependent to Field 4 & Response 1 | Monthly Amount [currency/decimal] |
| Field 5 & Responses | Supplemental Security Income (SSI) |
| | 0 No |
| | 1 Yes |
| Dependent C – Dependent to Field 5 & Response 1 | Monthly Amount [currency/decimal] |
| Field 6 & Responses | Social Security Disability Insurance (SSDI) |
| | 0 No |
| | 1 Yes |
| Dependent D – Dependent to Field 6 & Response 1 | Monthly Amount [currency/decimal] |
| Field 7 & Responses | VA Service-Connected Disability Compensation |
| | 0 No |
| | 1 Yes |
| Dependent E– Dependent to Field 7 & Response 1 | Monthly Amount [currency/decimal] |
| Field 8 & Responses | VA Non-Service-Connected Disability Pension |
| | 0 No |
| | 1 Yes |
| Dependent F – Dependent to Field 8 & Response 1 | Monthly Amount [currency/decimal] |
| Field 9 & Responses | Private disability insurance |
| | 0 No |
| | 1 Yes |
| Dependent G – Dependent to Field 9 & Response 1 | Monthly Amount [currency/decimal] |
| Field 10 & Responses | Worker's Compensation |
| | 0 No |
| | 1 Yes |

| Header | Instruction |
|--|--|
| Dependent H – Dependent to Field 10 & Response 1 | Monthly Amount [currency/decimal] |
| Field 11 & Responses | Temporary Assistance for Needy Families (TANF) [or use local name] |
| 0 | No |
| 1 | Yes |
| Dependent I – Dependent to Field 11 & Response 1 | Monthly Amount [currency/decimal] |
| Field 12 & Responses | General Assistance (GA) [or use local name] |
| 0 | No |
| 1 | Yes |
| Dependent J – Dependent to Field 12 & Response 1 | Monthly Amount [currency/decimal] |
| Field 13 & Responses | Retirement Income from Social Security |
| 0 | No |
| 1 | Yes |
| Dependent K – Dependent to Field 13 & Response 1 | Monthly Amount [currency/decimal] |
| Field 14 & Responses | Pension or retirement income from a former job |
| 0 | No |
| 1 | Yes |
| Dependent L – Dependent to Field 14 & Response 1 | Monthly Amount [currency/decimal] |
| Field 15 & Responses | Child support |
| 0 | No |
| 1 | Yes |
| Dependent M – Dependent to Field 15 & Response 1 | Monthly Amount [currency/decimal] |
| Field 16 & Responses | Alimony and other spousal support |
| 0 | No |
| 1 | Yes |
| Dependent N – Dependent to Field 16 & Response 1 | Monthly Amount [currency/decimal] |
| Field 17 & Responses | Other source |
| 0 | No |
| 1 | Yes |
| Dependent O – Dependent to Field 17 & Response 1 | Monthly Amount [currency/decimal] |
| Dependent P – Dependent to Field 17 & Response 1 | <i>If Yes for “Other Source”</i> Text box for Specify Source |
| Field 18 & Response | Total Monthly Income [_ _ _ .00] |
| Element Type | Program Specific |
| Funder: Program-Component | HUD: CoC – Collection required for all components |
| | HUD: ESG – Collection required for all components except ES-nbn |
| | HUD: HOPWA – Collection required for all components |
| | HUD: HUD-VASH - Collection required for all components |
| | HUD: PFS – Collection required for all permanent housing projects |
| | HUD: RHSAP - Collection required for all components |
| | HHS: PATH–Collection required for all components |
| | HHS: RHY – Collection only required for MGH, TLP, and Demo |
| | VA: SSVF – Collection required for RRH & Homelessness Prevention |
| | VA: GPD – Collection required for all components |

| Header | Instruction |
|---|---|
| | VA: Community Contract Safe Haven |
| | VA: CRS Contract Residential Services |
| Project Type Applicability | All HMIS Project Types |
| Data Collected About | Heads of Households and Adults |
| Collection Point | Project Start, Update, Annual Assessment, and Project Exit |
| Relationship to Enrollment ID (an enrollment) | One or more Income and Sources per Enrollment |
| Relationship to Personal ID (a client) | One or more Income and Sources per Client |
| System Logic & Other System Issues | <p>The system must record the appropriate data collection stage for each record of this data element.</p> <p>Systems must allow users to create 'update' records to document changes between required collection points. Allow corrections for data entry errors at all stages.</p> <p>Data for the fields of this data element should be logically consistent. It is recommended that the HMIS is programmed to enforce these rules or to notify users when inconsistent data has been entered.</p> <ul style="list-style-type: none"> • If there is a "yes" response to "Income from any source" then at least one source of income must be identified. • If a source is identified, then a "Monthly amount" must be entered. • If a "Monthly amount" is entered for any source, then a "Total monthly income" amount is required. • If there is a "no" response to Field 2 "Income from any source" then the HMIS must automatically record all sources as "no" and leave dollar amounts null or \$0.00. <p>To reduce data collection and reporting burden</p> <ul style="list-style-type: none"> • Systems are encouraged to auto-calculate total monthly income to avoid mathematical errors and reduce data collection (generate a \$0.00 for total monthly income if "Income from any source" = "no"). • If a client reports receiving income, an HMIS may be designed such that projects only need to directly enter "yes" for the income source the client receives and have the HMIS automatically generate a "no" response for the other income sources. <p>The HMIS may facilitate data accuracy by automatically changing a "no" in "income from any source" to a "yes" if source(s) and dollar amount(s) are indicated.</p> <p>Updates are required for persons aging into adulthood.</p> |
| XML | <IncomeAndSources> |
| CSV | IncomeBenefits |
| 2020 Revision Summary | Re-numbered from 4.2 to 4.02 |

4.03 Non-Cash Benefits

| Header | Instruction |
|---|---|
| Element Name | Non-Cash Benefits |
| Field 1 & Response | Information Date (date information was collected) [date field] |
| Field 2 & Responses | Non-Cash Benefits from Any Source |
| 0 | No |
| 1 | Yes |
| 8 | Client doesn't know |
| 9 | Client refused |
| 99 | Data not collected |
| | <i>If yes for Non-cash benefits from any source"</i> Indicate all sources that apply |
| Field 3 & Responses | Supplemental Nutrition Assistance Program (SNAP) (Previously known as Food Stamps) |
| 0 | No |
| 1 | Yes |
| Field 4 & Responses | Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) |
| 0 | No |
| 1 | Yes |
| Field 5 & Responses | TANF Child Care services (or use local name) |
| 0 | No |
| 1 | Yes |
| Field 6 & Responses | TANF transportation services (or use local name) |
| 0 | No |
| 1 | Yes |
| Field 7 & Responses | Other TANF-funded services |
| 0 | No |
| 1 | Yes |
| Field 8 & Responses | Other source |
| 0 | No |
| 1 | Yes |
| Dependent A – Dependent to Field 8 & Response 1 | <i>If Yes for "Other Source"</i> Text box for Specify Source |
| Element Type | Program Specific |
| Funder: Program-Component | HUD: CoC – Collection required for all components |
| | HUD: ESG – Collection required for all components except ES-nbn |
| | HUD: HOPWA – Collection required for all components |
| | HUD: HUD-VASH - Collection required for all components |
| | HUD: PFS – Collection required for all permanent housing projects |
| | HUD: RHSAP - Collection required for all components |
| | HHS: PATH–Collection required for all components |
| | HHS: RHY – Collection only required for BCP (HP and ES), MGH, TLP, and Demo |
| | VA: SSVF – Collection required for RRH & Homelessness Prevention |
| | VA: GPD – Collection required for all components |
| | VA: Community Contract Safe Haven |
| | VA: CRS Contract Residential Services |

| Header | Instruction |
|---|--|
| Project Type Applicability | All HMIS Project Types |
| Data Collected About | Heads of Households and Adults |
| Collection Point | Project Start, Update, Annual Assessment, and Project Exit |
| Relationship to Enrollment ID (an enrollment) | One or more Non-Cash Benefits per Enrollment |
| Relationship to Personal ID (a client) | One or more Non-Cash Benefits per Client |
| System Logic Other System Issues | <p>The system must record the appropriate data collection stage for each record of this data element. Systems must allow users to create 'update' records to document changes between required collection points. Allow corrections for data entry errors at all stages.</p> <p>Data for the fields of this data element should be logically consistent. It is recommended that the HMIS is programmed to enforce these rules or to notify users when inconsistent data has been entered.</p> <ul style="list-style-type: none"> • If there is a “yes” response to “Non-cash benefits from any source” then at least one source of non-cash benefit must be identified. • If there is a “no” response to “Non-cash benefit from any source” then the HMIS must automatically record all sources as “no”. <p>To reduce data collection and reporting burden</p> <ul style="list-style-type: none"> • If a client reports receiving non-cash benefits, an HMIS may be designed such that projects only need to directly enter “yes” for the benefit source the client receives and have the HMIS automatically generate a “no” response for the other benefit sources. <p>The HMIS may facilitate data accuracy by automatically changing a “no” in “Receiving non-cash benefits from any source” to a “yes” if source(s) are indicated.</p> <p>Updates are required for persons aging into adulthood.</p> <p>Non-cash benefits may be entered into more detailed categories as long as these categories can be aggregated into the above-stated non-cash benefits.</p> |
| XML | <NonCashBenefits> |
| CSV | IncomeBenefits |
| 2020 Revision Summary | Corrected Field response numbers (change 9 to 8). Re-numbered from 4.3 to 4.03. |

4.04 Health Insurance

| Header | Instruction |
|--|--|
| Element Name | Health Insurance |
| Field 1 & Response | Information Date (date information was collected) [date field] |
| Field 2 & Responses | Covered by Health Insurance |
| 0 | No |
| 1 | Yes |
| 8 | Client doesn't know |
| 9 | Client refused |
| 99 | Data not collected |
| | <i>If yes for "Covered by Health Insurance"</i> Indicate all sources that apply |
| Field 3 & Responses | MEDICAID |
| 0 | No |
| 1 | Yes |
| Field 4 & Responses | MEDICARE |
| 0 | No |
| 1 | Yes |
| Field 5 & Response | State Children's Health Insurance Program (or use local name) |
| 0 | No |
| 1 | Yes |
| Field 6 & Responses | Veteran's Administration (VA) Medical Services |
| 0 | No |
| 1 | Yes |
| Field 7 & Responses | Employer – Provided Health Insurance |
| 0 | No |
| 1 | Yes |
| Field 8 & Responses | Health Insurance obtained through COBRA |
| 0 | No |
| 1 | Yes |
| Field 9 & Responses | Private Pay Health Insurance |
| 0 | No |
| 1 | Yes |
| Field 10 & Responses | State Health Insurance for Adults (or use local name) |
| 0 | No |
| 1 | Yes |
| Field 11 & Responses | Indian Health Services Program |
| 0 | No |
| 1 | Yes |
| Field 12 & Responses | Other |
| 0 | No |
| 1 | Yes |
| (if yes to other-Specify source) | (text) |
| Dependent A – Dependent to Fields 3-11 & Response 0 HOPWA FIELD ONLY | <i>If "No" for each of the health insurance sources "no" Reason</i> |
| 1 | Applied; decision pending |
| 2 | Applied; client not eligible |

| Header | Instruction |
|---|---|
| | 3 Client did not apply |
| | 4 Insurance type N/A for this client |
| | 8 Client doesn't know |
| | 9 Client refused |
| | 99 Data not collected |
| Element Type | Program Specific |
| Funder: Program-Component | HUD: CoC – Collection required for all components |
| | HUD: ESG – Collection required for all components except ES-nbn |
| | HUD: HOPWA – Collection required for all components |
| | HUD: HUD-VASH - Collection required for all components |
| | HUD: PFS – Collection required for all permanent housing projects |
| | HUD: RHSAP - Collection required for all components |
| | HHS: PATH – Collection required for all components |
| | HHS: RHY – Collection required for all components |
| | VA: SSVF – Collection required for RRH & Homelessness Prevention |
| | VA: GPD – Collection required for all components |
| | VA: Community Contract Safe Haven |
| | VA: CRS Contract Residential Services |
| Project Type Applicability | All HMIS Project Types |
| Data Collected About | All Clients |
| Collection Point | Project Start, Update, Annual Assessment, and Project Exit |
| Relationship to Enrollment ID (an enrollment) | One or more Health Insurance per Enrollment |
| Relationship to Personal ID (a client) | One or more Health Insurance per Client |
| System Logic & Other System Issues | <p>The system must record the appropriate collection stage for each record of this data element. Systems must allow users to create 'update' records to document changes between required collection points. Allow corrections for data entry errors at all stages.</p> <p>Data for the fields of this data element should be logically consistent. It is recommended that the HMIS is programmed to enforce these rules or to notify users when inconsistent data has been entered.</p> <ul style="list-style-type: none"> • If there is a “yes” response to “Covered by health insurance” then at least one source of health insurance must be identified. • If there is a “no” response to “Covered by health insurance” then the HMIS must automatically record all sources as “no”. <p>To reduce data collection and reporting burden</p> <ul style="list-style-type: none"> • If a client reports “Covered by health insurance” as “yes” an HMIS may be designed such that projects only need to directly enter “yes” for the health insurance the client is covered by and have the HMIS automatically generate a “no” response for the other health insurance sources. <p>The HMIS may facilitate data accuracy by automatically changing a “no” in “Covered by health insurance” to a “yes” if source(s) are indicated.</p> |
| XML | <HealthInsurance> |
| CSV | IncomeBenefits |
| 2020 Revision Summary | Re-numbered from 4.4 to 4.04 |

4.05 Physical Disability

| Header | Instruction |
|---|--|
| Element Name | Physical Disability |
| Field 1 & Response | Information Date (date information was collected) [date field] |
| Field 2 & Responses | Physical Disability |
| 0 | No |
| 1 | Yes |
| 8 | Client doesn't know |
| 9 | Client refused |
| 99 | Data not collected |
| Dependent A – Dependent to Field 2 & Response 1 | <i>If Yes for "Physical Disability"</i> Expected to be of long-continued and indefinite duration and substantially impairs ability to live independently |
| 0 | No |
| 1 | Yes |
| 8 | Client doesn't know |
| 9 | Client refused |
| 99 | Data not collected |
| Element Type | Program Specific |
| Funder: Program-Component | HUD: CoC – Collection required for all components |
| | HUD: ESG – Collection required for all components |
| | HUD: HOPWA – Collection required for all components |
| | HUD: HUD-VASH - Collection required for all components |
| | HUD: PFS – Collection required for all permanent housing projects |
| | HUD: RHSAP - Collection required for all components |
| | HHS: PATH – Collection required for all components |
| | HHS: RHY – Collection required for all components |
| | VA: SSVF – No component requires data collection |
| | VA: GPD– Collection required for all components |
| | VA: Community Contract Safe Haven |
| | VA: CRS Contract Residential Services |
| Project Type Applicability | All HMIS Project Types |
| Data Collected About | All Clients |
| Collection Point | Project Start, Update, and Project Exit |
| Relationship to Enrollment ID (an enrollment) | One or more Physical Disability per Enrollment |
| Relationship to Personal ID (a client) | One or more Physical Disability per Client |
| System Logic & Other System Issues | The system must record the appropriate data collection stage for each record of this data element. Systems must allow users to create 'update' records to document changes between required collection points. Allow corrections for data entry errors at all stages. HMIS may choose to only display dependent questions if user selects the appropriate response. |
| XML | <Disabilities> |
| CSV | Disabilities |
| 2020 Revision Summary | Re-numbered from 4.5 to 4.05 |

4.06 Developmental Disability

| Header | Instruction |
|---|---|
| Element Name | Developmental Disability |
| Field 1 & Response | Information Date (date information was collected) [date field] |
| Field 2 & Responses | Developmental Disability |
| 0 | No |
| 1 | Yes |
| 8 | Client doesn't know |
| 9 | Client refused |
| 99 | Data not collected |
| Element Type | Program Specific |
| Funder: Program-Component | HUD: CoC – Collection required for all components |
| | HUD: ESG – Collection required for all components |
| | HUD: HOPWA – Collection required for all components |
| | HUD: HUD-VASH - Collection required for all components |
| | HUD: PFS – Collection required for all permanent housing projects |
| | HUD: RHSAP – Collection required for all components |
| | HHS: PATH – Collection required for all components |
| | HHS: RHY – Collection required for all component |
| | VA: SSVF – No component requires data collection |
| | VA: GPD – Collection required for all component |
| | VA: Community Contract Safe Haven |
| | VA: CRS Contract Residential Services |
| Project Type Applicability | All HMIS Project Types |
| Data Collected About | All Clients |
| Collection Point | Project Start, Update, and Project Exit |
| Relationship to Enrollment ID (an enrollment) | One or more Developmental Disability per Enrollment |
| Relationship to Personal ID (a client) | One or more Developmental Disability per Client |
| System Logic & Other System Issues | <p>The system must record the appropriate data collection stage for each record of this data element. Systems must allow users to create 'update' records to document changes between required collection points. Allow corrections for data entry errors at all stages.</p> <p>HMIS may choose to only display dependent questions if user selects the appropriate response.</p> |
| XML | <Disabilities> |
| CSV | Disabilities |
| 2020 Revision Summary | Re-numbered from 4.6 to 4.06. Removed dependent element: “Substantially impedes the individual’s ability to live independently.” |

4.07 Chronic Health Condition

| Header | Instruction |
|---|---|
| Element Name | Chronic Health Condition |
| Field 1 & Response | Information Date (date information was collected) [date field] |
| Field 2 & Responses | Chronic Health Condition |
| | 0 No |
| | 1 Yes |
| | 8 Client doesn't know |
| | 9 Client refused |
| | 99 Data not collected |
| Dependent A – Dependent to Field 2 & Response 1 | <i>If Yes for "Chronic Health Condition"</i> Expected to be of long-continued and indefinite duration and substantially impairs ability to live independently |
| | 0 No |
| | 1 Yes |
| | 8 Client doesn't know |
| | 9 Client refused |
| | 99 Data not collected |
| Element Type | Program Specific |
| Funder: Program-Component | HUD: CoC – Collection required for all components |
| | HUD: ESG – Collection required for all components |
| | HUD: HOPWA – Collection required for all components |
| | HUD: HUD-VASH - Collection required for all components |
| | HUD: PFS – Collection required for all permanent housing projects |
| | HUD: RHSAP – Collection required for all components |
| | HHS: PATH – Collection required for all components |
| | HHS: RHY – Collection required for all components |
| | VA: SSVF – No component requires data collection |
| | VA: Community Contract Safe Haven |
| | VA: CRS Contract Residential Services |
| | VA: GPD– Collection required for all components |
| Project Type Applicability | All HMIS Project Types |
| Data Collected About | All Clients |
| Collection Point | Project Start, Update, and Project Exit |
| Relationship to Enrollment ID (an enrollment) | One or more Chronic Health Condition per Enrollment |
| Relationship to Personal ID (a client) | One or more Chronic Health Condition per Client |
| System Logic & Other System Issues | The system must record the appropriate collection stage for each element. Systems must also allow for update information if a change occurs mid-year. Allow corrections for data entry errors at all stages. HMIS may choose to only display dependent questions if user selects the appropriate response. |
| XML | <Disabilities> |
| CSV | Disabilities |
| 2020 Revision Summary | Re-numbered from 4.7 to 4.07 |

4.08 HIV/AIDS

| Header | Instruction |
|---|--|
| Element Name | HIV/AIDS |
| Field 1 & Response | Information Date (date information was collected) [date field] |
| Field 2 & Response | HIV/AIDS |
| 0 | No |
| 1 | Yes |
| 8 | Client doesn't know |
| 9 | Client refused |
| 99 | Data not collected |
| Element Type | Program Specific |
| Funder: Program-Component | HUD: CoC – Collection required for all components |
| | HUD: ESG – Collection required for all components |
| | HUD: HOPWA – Collection required for all components |
| | HUD: HUD-VASH - Collection required for all components |
| | HUD: PFS – Collection required for all permanent housing projects |
| | HUD: RHSAP - Collection required for all components |
| | HHS: RHY – No component requires data collection |
| | VA: SSVF – No component requires data collection |
| | VA: Community Contract Safe Haven |
| | VA: CRS Contract Residential Services |
| | VA: GPD– Collection required for all components |
| Project Type Applicability | All HMIS Project Types |
| Data Collected About | All Clients |
| Collection Point | Project Start, Update, and Project Exit |
| Relationship to Enrollment ID (an enrollment) | One or more HIV/AIDS per Enrollment |
| Relationship to Personal ID (a client) | One or more HIV/AIDS per Client |
| System Logic & Other System Issues | The system must record the appropriate data collection stage for each record of this data element. Systems must allow users to create 'update' records to document changes between required collection points. Allow corrections for data entry errors at all stages |
| XML | <Disabilities> |
| CSV | Disabilities |
| 2020 Revision Summary | Re-numbered from 4.8 to 4.08. Removed dependent element: “Expected to substantially impair ability to live independently”. |

4.09 Mental Health Problem

| Header | Instruction |
|---|---|
| Element Name | Mental Health Problem |
| Field 1 & Response | Information Date (date information was collected) [date field] |
| Field 2 & Response | Mental Health Problem |
| | 0 No |
| | 1 Yes |
| | 8 Client doesn't know |
| | 9 Client refused |
| | 99 Data not collected |
| Dependent A – Dependent to Field 2 & Response 1 | <i>If Yes for "Mental Health Problem"</i> Expected to be of long-continued and indefinite duration and substantially impairs ability to live independently |
| | 0 No |
| | 1 Yes |
| | 8 Client doesn't know |
| | 9 Client refused |
| | 99 Data not collected |
| Element Type | Program Specific |
| Funder: Program-Component | HUD: CoC – Collection required for all components |
| | HUD: ESG – Collection required for all components |
| | HUD: HOPWA – Collection required for all components |
| | HUD: HUD-VASH – Collection required for all components |
| | HUD: PFS – Collection required for all permanent housing projects |
| | HUD: RHSAP – Collection required for all components |
| | HHS: PATH – Collection required for all components |
| | HHS: RHY – Collection required for all components |
| | VA: Community Contract Safe Haven |
| | VA: CRS Contract Residential Services |
| | VA: SSVF – No component requires data collection |
| | VA: GPD– Collection required for all components |
| Project Type Applicability | All HMIS Project Types |
| Data Collected About | All Clients |
| Collection Point | Project Start, Update, and Project Exit |
| Relationship to Enrollment ID (an enrollment) | One or more Mental Health Problem per Enrollment |
| Relationship to Personal ID (a client) | One or more Mental Health Problem per Client |
| System Logic & Other System Issues | The system must record the appropriate data collection stage for each record of this data element. Systems must allow users to create 'update' records to document changes between required collection points. Allow corrections for data entry errors at all stages HMIS may choose to only display dependent questions if user selects the appropriate response. |
| XML | <Disabilities> |
| CSV | Disabilities |
| 2020 Revision Summary | Re-numbered from 4.9 to 4.09 |

4.10 Substance Abuse

| Header | Instruction |
|---|--|
| Element Name | Substance Abuse |
| Field 1 & Response | Information Date (date information was collected) [date field] |
| Field 2 & Responses | Substance Abuse Problem |
| 0 | No |
| 1 | Alcohol abuse |
| 2 | Drug abuse |
| 3 | Both alcohol and drug abuse |
| 8 | Client doesn't know |
| 9 | Client refused |
| 99 | Data not collected |
| Dependent A – Dependent to Field 2 & Response(s) 1 -3 | <i>If Alcohol abuse, Drug abuse, or Both alcohol and drug abuse for "Substance Abuse Problem"</i> Expected to be of long–continued and indefinite duration and substantially impairs ability to live independently |
| 0 | No |
| 1 | Yes |
| 8 | Client doesn't know |
| 9 | Client refused |
| 99 | Data not collected |
| Element Type | Program Specific |
| Funder: Program-Component | HUD: CoC – Collection required for all components |
| | HUD: ESG – Collection required for all components |
| | HUD: HOPWA – Collection required for all components |
| | HUD: HUD-VASH - Collection required for all components |
| | HUD: PFS – Collection required for all permanent housing projects |
| | HUD: RHSAP - Collection required for all components |
| | HHS: PATH – Collection required for all components |
| | HHS: RHY – Collection required for all components |
| | VA: Community Contract Safe Haven |
| | VA: CRS Contract Residential Services |
| | VA: SSVF – No component requires data collection |
| | VA: GPD– Collection required for all components |
| Project Type Applicability | All HMIS Project Types |
| Data Collected About | All Clients |
| Collection Point | Project Start, Update, and Project Exit |
| Relationship to Enrollment ID (an enrollment) | One or more Substance Abuse per Enrollment |
| Relationship to Personal ID (a client) | One or more Substance Abuse per Client |
| System Logic & Other System Issues | The system must record the appropriate collection stage for each element. Systems must also allow for update information if a change occurs mid-year. Allow corrections for data entry errors at all stages. HMIS may choose to only display dependent questions if user selects the appropriate response. |
| XML | <Disabilities> |
| CSV | Disabilities |
| 2020 Revision Summary | N/A |

4.11 Domestic Violence

| Header | Instruction |
|---|---|
| Element Name | Domestic Violence |
| Field 1 & Response | Information Date (date information was collected) [date field] |
| Field 2 & Responses | Domestic Violence Victim/Survivor |
| | 0 No |
| | 1 Yes |
| | 8 Client doesn't know |
| | 9 Client refused |
| | 99 Data not collected |
| Dependent A – Dependent to Field 2 & Response 1 | <i>If Yes for "Domestic Violence Victim/Survivor"</i> When experience occurred |
| | 1 Within the past three months |
| | 2 Three to six months ago (excluding six months exactly) |
| | 3 Six months to one year ago (excluding one year exactly) |
| | 4 One year ago, or more |
| | 8 Client doesn't know |
| | 9 Client refused |
| | 99 Data not collected |
| Dependent B – Dependent to Field 2 & Response 1 | <i>If Yes for "Domestic Violence Victim/Survivor"</i> Are you currently fleeing? |
| | 0 No |
| | 1 Yes |
| | 8 Client doesn't know |
| | 9 Client refused |
| | 99 Data not collected |
| Element Type | Program Specific |
| Funder: Program-Component | HUD: CoC – Collection required for all components |
| | HUD: ESG – Collection required for all components |
| | HUD: HOPWA – Collection required for all components |
| | HUD: HUD-VASH - Collection required for all components |
| | HUD: PFS – Collection required for all permanent housing projects |
| | HUD: RHSAP - Collection required for all components |
| | VA: SSVF – Collection required for RRH & Homelessness Prevention |
| | VA: Community Contract Safe Haven |
| | VA: CRS Contract Residential Services |
| | VA: GPD– Collection required for all components |
| | HHS: PATH – Collection required for all components |
| Project Type Applicability | All HMIS Project Types |
| Data Collected About | Head of Household and Adults |
| Collection Point | Project Start, Update |
| Relationship to Enrollment ID (an enrollment) | One or more Domestic Violence per Enrollment |
| Relationship to Personal ID (a client) | One or more Domestic Violence per Client |
| System Logic | The system must record the appropriate collection stage for each element. Systems must also allow for update information if a change occurs mid-year. Allow corrections for data entry errors at all stages. HMIS may choose to only display dependent questions if user selects the appropriate response. |
| XML | <DomesticViolence> |
| CSV | HealthAndDV |
| 2020 Revision Summary | Update Funder: Program - Component to include all PATH components and all SSVF components. |

4.12 Current Living Situation

| Header | Instruction |
|--|---|
| Element Name | Current Living Situation |
| Field 1 & Response | Information Date (date of contact) [date field] |
| Field 2 & Responses | Current Living Situation See Appendix A – Living Situation Option List |
| Field 3 & Response (Coordinated Entry Projects ONLY) | Living situation verified by [list of Continuum projects] |
| Dependent A - Dependent to Field 2 Responses all non-homeless situation responses (15, 6, 7, 25, 4, 5, 29, 14, 2, 32, 36, 35, 28, 19, 3, 31, 33, 34, 10, 20, 21, 11) | Is client going to have to leave their current living situation within 14 days? |
| 0 | No |
| 1 | Yes |
| 8 | Client doesn't know |
| 9 | Client refused |
| 99 | Data not collected |
| Dependent B – Dependent to Dependent A response: 1 | Has a subsequent residence been identified? |
| 0 | No |
| 1 | Yes |
| 8 | Client doesn't know |
| 9 | Client refused |
| 99 | Data not collected |
| Dependent C – Dependent to Dependent A response: 1 | Does individual or family have resources or support networks to obtain other permanent housing? |
| 0 | No |
| 1 | Yes |
| 8 | Client doesn't know |
| 9 | Client refused |
| 99 | Data not collected |
| Dependent D – Dependent to Dependent A response: 1 | Has the client had a lease or ownership interest in a permanent housing unit in the last 60 days? |
| 0 | No |
| 1 | Yes |
| 8 | Client doesn't know |
| 9 | Client refused |
| 99 | Data not collected |
| Dependent E – Dependent to Dependent A response: 1 | Has the client moved 2 or more times in the last 60 days? |
| 0 | No |
| 1 | Yes |
| 8 | Client doesn't know |
| 9 | Client refused |
| 99 | Data not collected |

| Header | Instruction |
|---|---|
| Field 4 & Response | Location details [text box] |
| Element Type | Program Specific |
| Funder: Program-Component | HUD: CoC – Collection required for Street Outreach and Coordinated Entry |
| | HUD: ESG – Collection only required for Street Outreach, and nbn shelter |
| | HHS: PATH – Collection required for all components |
| | HHS: RHY – Collection only required for Street Outreach |
| | HUD: CoC - Youth Homeless Demonstration Program (YHDP) – collection required for any project type serving clients who meet Category 2 or 3 of the homeless definition. |
| Project Type Applicability | 1: Emergency Shelter – night by night method only 4: Street Outreach 6: Services Only 14: Coordinated Entry |
| Data Collected About | Head of Household and Adults |
| Collection Point | Occurrence Point (At the Time of Contact) |
| Relationship to Enrollment ID (an enrollment) | 0 or more Current Living Situation per Enrollment |
| Relationship to Personal ID (a client) | 1 or more Current Living Situation per Client |
| System Logic & Other System Issues | <p>The data in this element are transactional data; each time there is a contact, a record of the contact must be recorded including the date and the client location.</p> <p>Data Collection requirements for PATH-funded components is limited to the following fields:</p> <ul style="list-style-type: none"> • (16) Place not meant for habitation (e.g., a vehicle, an abandoned building, bus/train/subway station/airport or anywhere outside) • (1) Emergency shelter, including hotel or motel paid for with emergency shelter voucher, or RHY-funded Host Home shelter • (18) Safe Haven • (17) Other • (37) Worker unable to determine <p>Field 3 should be populated by the list of CoC Project names in 2.02.2, if 2.02.5 indicates that the project is a continuum project.</p> <p>Dependent A and its dependencies can be used to calculate imminent and at-risk of homelessness housing statuses based on HUD’s definition of homelessness.</p> <p>One record of contact is required as an update for each contact made along with the response to Field 2 which may change over the project stay.</p> |
| XML | TBD |
| CSV | CurrentLivingSituation |
| 2020 Revision Summary | <p>Restructured element</p> <p>Mapping guidance is available for data formerly recorded in the “contact” data element structure.</p> |

4.13 Date of Engagement

| Header | Instruction |
|---|--|
| Element Name | Date of Engagement |
| Field 1 & Response | Date of Engagement (date) [date field] |
| Element Type | Program Specific |
| Funder: Program-Component | HUD: CoC – Collection only required for Street Outreach HUD: ESG – Collection only required for Street Outreach and ES - nbn HHS: PATH – Collection required for all components HHS: RHY – Collection only required for Street Outreach |
| Project Type Applicability | 1: Emergency Shelter – night by night method only 4: Street Outreach 6: Services Only |
| Data Collected About | Head of Household and Adults |
| Collection Point | Occurrence Point (At the Point of Engagement) |
| Relationship to Enrollment ID (an enrollment) | No more than one Date of Engagement per Enrollment |
| Relationship to Personal ID (a client) | One or more Dates of Engagement per Client |
| System Logic Other System Issues | Only one date of engagement is allowed between the project start date and project exit date. If a client returns to the project at a later date the previous date of engagement does not apply to the new project stay. The data must be reentered based on the situation during the new project stay. It is possible that a case may be closed without the client becoming engaged and thus date of engagement would be null in that enrollment record. |
| XML | <Enrollment> |
| CSV | Enrollment |
| 2020 Revision Summary | N/A |

4.14 Bed-night Date

| Header | Instruction |
|---|--|
| Element Name | Bed-night Date |
| Field 1 & Response | Bed-night Date (date) [date field] |
| Element Type | Program Specific |
| Funder: Program-Component | HUD: ESG – Collection required for ES - nbn |
| Project Type Applicability | 1: Emergency Shelter - nbn method (Applicability extends to all nbn method shelters that are not funded through ESG but also participate in HMIS.) |
| Data Collected About | All Clients |
| Collection Point | Occurrence Point (As Provided) |
| Relationship to Enrollment ID (an enrollment) | Zero or more Bed-Night Date per Enrollment |
| Relationship to Personal ID (a client) | One or more Bed-Night Date per Client |
| System Logic & Other System Issues | Collect once for each bed night utilized. A bed night date indicates that the client has utilized a bed in a night-by-night shelter on that date. The system must be able to store a theoretically unlimited number of bed night dates for any Enrollment ID associated with a night-by-night shelter. There must be a record of a bed night on the project start date into the shelter; any additional bed night dates must be after the project start date and <i>before</i> the project exit date. The bed-night date must be exportable in the [date field] format. |
| XML | <ServiceFAReferral> |
| CSV | Services |
| 2020 Revision Summary | N/A |

4.19 Coordinated Entry Assessment

| Header | Instruction |
|---|---|
| Element Name | Coordinated Entry Assessment |
| Field 1 & Response | Date of assessment [date] |
| Field 2 & Response | Assessment location [drop down] |
| Field 3 & Responses | Assessment Type |
| 1 | Phone |
| 2 | Virtual |
| 3 | In person |
| Field 4 & Responses | Assessment Level |
| 1 | Crisis Needs Assessment |
| 2 | Housing Needs Assessment |
| Field 5 & Responses | Assessment questions – Local determination - as defined by the community |
| 1...n | Questions |
| Dependent A - Dependent to Field 5 responses | Assessment answers - Local determination – responses to questions defined by community |
| 1...n | Answer for each question in Field 5 |
| Field 6 & Responses | Assessment Result Type – Local determination - as defined by the community |
| 1...n | Result Type |
| Dependent B - Dependent to Field 6 | Assessment Result |
| 1...n | Result for each result type in Field 6 |
| Field 7 & Responses | Prioritization Status |
| 1 | Placed on prioritization list |
| 2 | Not placed on prioritization list |
| Element Type | Program Specific |
| Funder: Program-Component | HUD: CoC – Collection required for all components providing Coordinated Entry HUD: ESG – Collection required for all components providing Coordinated Entry VA: SSVF – Rapid Resolution only |
| Project Type Applicability | 14: Coordinated Entry (or other depending on CoC design of Coordinated Entry system) |
| Data Collected About | Head of Household |
| Collection Point | At occurrence |
| Relationship to Enrollment ID (an enrollment) | One or more Coordinated Entry Assessment per enrollment |
| Relationship to Personal ID (a client) | One or more Coordinated Entry Assessment per client |
| System Logic & Other System Issues | <p>Field 2 – It is recommended that a system administrator managed list is used for this field. If such functionality doesn't exist in the HMIS, a text box must be provided.</p> <p>Fields 5 & 6 and Dependents A and B are representative of whatever assessment a community uses. There is no specified structure or format for an assessment, and an HMIS might have more than one type of assessment (crisis needs or housing needs or multiples of each). The system must be able to treat a single assessment recorded for a client as one unit of data including the fields listed here as well as the community-defined fields.</p> <p>Field 5 and Dependent A are a list of key-value (question and response) pairs for every question in the assessment, e.g. "Where did you sleep last night" / "On the streets".</p> |

| | |
|-----------------------|--|
| | <p>Similarly, Field 6 and Dependent B are a list of key-value (result type and result) pairs used to contain any number of possible results, scores, or calculations on the assessment. For example, one assessment might have three results: “Housing stability score” / “10”; “Total score” / “81”; “Recommended placement” / “RRH”.</p> <p>Fields 1-4 and field 7 will be required for reporting purposes. Fields 5 & 6 are included as placeholders for communities who currently do, or want to in the future, collect CE Assessment questions, answers, and results in HMIS. These fields also serve as a common frame of reference when transferring data via HMIS CSV or XML.</p> <p>Data must be able to be added in multiple stages to complete a client record for a single assessment.</p> |
| XML | TBD |
| CSV | Assessment, AssessmentQuestions, AssessmentResults |
| 2020 Revision Summary | NEW Data Element |

4.20 Coordinated Entry Event

| Header | Instruction |
|---|---|
| Element Name | Coordinated Entry Event |
| Field 1 & Response | Date of event [date] |
| Field 2 & Response | Event |
| Header: | Access Events |
| 1 | Referral to Prevention Assistance project |
| 2 | Problem Solving/Diversion/Rapid Resolution intervention or service |
| 3 | Referral to scheduled Coordinated Entry Crisis Needs Assessment |
| 4 | Referral to scheduled Coordinated Entry Housing Needs Assessment |
| Header: | Referral Events |
| 5 | Referral to post-placement/follow-up case management |
| 6 | Referral to Street Outreach project or services |
| 7 | Referral to Housing Navigation project or services |
| 8 | Referral to Non-continuum services: Ineligible for continuum services |
| 9 | Referral to Non continuum services: No availability in continuum services |
| 10 | Referral to Emergency Shelter bed opening |
| 11 | Referral to Transitional Housing bed/unit opening |
| 12 | Referral to Joint TH-RRH project/unit/resource opening |
| 13 | Referral to RRH project resource opening |
| 14 | Referral to PSH project resource opening |
| 15 | Referral to Other PH project/unit/resource opening |
| Dependent A - Dependent to Field 2 & Response 2 | Problem Solving/Diversion/Rapid Resolution intervention or service result - Client housed/re-housed in a safe alternative |
| 0 | No |
| 1 | Yes |
| Dependent B - Dependent to Field 2 & Response 5 | Referral to post-placement/follow-up case management result - Enrolled in Aftercare project |
| 0 | No |
| 1 | Yes |

| | |
|---|---|
| Dependent C- Dependent to Field 2 & Responses 10-15 | Location of Crisis Housing or Permanent Housing Referral [Project name/HMIS ID] |
| Dependent D– dependent to Field 2 & responses 10-15 | Referral Result |
| 1 | Successful referral: client accepted |
| 2 | Unsuccessful referral: client rejected |
| 3 | Unsuccessful referral: provider rejected |
| Dependent E – Dependent to Dependent D | Date of result [date] |
| Element Type | Program Specific |
| Funder: Program-Component | HUD: CoC – Collection required for all components providing Coordinated Entry HUD: ESG – Collection required for all components providing Coordinated Entry VA: SSVF – Rapid Resolution only |
| Project Type Applicability | 14: Coordinated Entry (or other depending on CoC design of Coordinated Entry system) |
| Data Collected About | Head of Household |
| Collection Point | At occurrence |
| Relationship to Enrollment ID (an enrollment) | One or more Coordinated Entry Event per Enrollment |
| Relationship to Personal ID (a client) | One or more Coordinated Entry Event per Client |
| System Logic Other System Issues | Dependent C – It is recommended that a system administrator managed list is used for this field. If such functionality doesn't exist in the HMIS, a text box must be provided. Fields must be updateable over time as an event is resolved and information becomes available (e.g. Dependent A). System must allow for multiple records per project stay to record each instance and must record the date the event occurred (may be more than 1 event per date). |
| XML | TBD |
| CSV | Event |
| 2020 Revision Summary | NEW Data Element |

INDIVIDUAL FEDERAL PARTNER PROGRAM ELEMENTS

These elements are listed under the federal partner program which maintains the element. There are elements maintained by one partner and shared with one other. When combined with UDE's and Common Elements these elements form the basis of data collection requirements for specific project level reporting generated by an HMIS.

HUD-HOPWA Only Required Elements

W1 Services Provided – HOPWA

| Header | Instruction |
|---|---|
| Element Name | Services Provided - HOPWA |
| Field 1 & Response | Date of Service (date) [date field] |
| Field 2 & Responses | Type of Service |
| | 1 Adult day care and personal assistance |
| | 2 Case management |
| | 3 Child care |
| | 4 Criminal justice/legal services |
| | 5 Education |
| | 6 Employment and training services |
| | 7 Food/meals/nutritional services |
| | 8 Health/medical care |
| | 9 Life skills training |
| | 10 Mental health care/counseling |
| | 11 Outreach and/or engagement |
| | 12 Substance abuse services/treatment |
| | 13 Transportation |
| | 14 Other HOPWA funded service |
| Element Type | Program Specific |
| Funder: Program-Component | HUD: HOPWA – Collection required for all components |
| Project Type Applicability | 1: Emergency Shelter – e/e method 2: Transitional Housing 3: PH-Permanent Supportive Housing 6: Services Only 12: Homelessness Prevention |
| Data Collected About | All Clients receiving services |
| Collection Point | Occurrence Point (As Provided) |
| Relationship to Enrollment ID (an enrollment) | Zero or more Services Provided - HOPWA per Enrollment |
| Relationship to Personal ID (a client) | One or more Services Provided - HOPWA per Client |
| System Logic Other System Issues | Data are time sensitive and may change over the project stay. System must allow for multiple records per project stay to record each instance and must record the date the service was provided. The data in this element are transactional data; each time the service is delivered a record of the date of service and the service element must be maintained. If service benefits entire household, it may be recorded solely for the Head of Household. |
| XML | <ServiceFAReferral> |
| CSV | Services |
| 2020 Revision Summary | N/A |

W2 Financial Assistance- HOPWA

| Header | Instruction |
|---|--|
| Element Name | Financial Assistance - HOPWA |
| Field 1 & Response | Date of Financial Assistance (date) [date field] |
| Field 2 & Responses | Financial Assistance Type |
| | 1 Rental assistance [collect for PHP and STRMU and PH-TBRA] |
| | 2 Security deposits [collect for PHP] |
| | 3 Utility deposits [collect for PHP] |
| | 4 Utility payments [collect for PHP and STRMU] |
| | 7 Mortgage assistance [collect for STRMU] |
| Field 3 & Response | Financial Assistance Amount (amount) |
| Element Type | Program Specific |
| Funder: Program-Component | HUD: HOPWA- Collection required for PHP and STRMU only as indicated above |
| Project Type Applicability | 6: Services Only 12: Homelessness Prevention |
| Data Collected About | Head of Household |
| Collection Point | Occurrence Point (As Provided) |
| Relationship to Enrollment ID (an enrollment) | Zero or more Financial Assistance - HOPWA per Enrollment |
| Relationship to Personal ID (a client) | One or more Financial Assistance - HOPWA per Client |
| System Logic & Other System Issues | <p>Data are time sensitive and may change over the project stay. System must allow for multiple records per project stay to record each instance and must record the date the financial assistance was provided.</p> <p>The data in this element are transactional data; each time there is financial assistance provided a record of the assistance must be recorded including the date and financial assistance information.</p> <p>Records of financial assistance should be attached to the Head of Household.</p> |
| XML | <ServiceFAReferral> |
| CSV | Services |
| 2020 Revision Summary | N/A |

W3 Medical Assistance

| Header | Instruction |
|--|---|
| Element Name | Medical Assistance |
| Field 1 & Response | Information Date (date information was collected) [date field] |
| Field 2 & Responses | Receiving Public HIV/AIDS Medical Assistance |
| | 0 No |
| | 1 Yes |
| | 8 Client doesn't know |
| | 9 Client refused |
| | 99 Data not collected |
| Dependent A –Dependent to Field 2 and Response 0 | If No for "Receiving Public HIV/AIDS Medical Assistance" Reason |
| | 1 Applied; decision pending |
| | 2 Applied; client not eligible |
| | 3 Client did not apply |
| | 4 Insurance type N/A for this client |
| | 8 Client doesn't know |
| | 9 Client refused |
| | 99 Data not collected |

| Header | Instruction |
|---|---|
| Field 3 & Responses | Receiving AIDS Drug Assistance Program (ADAP) |
| 0 | No |
| 1 | Yes |
| 8 | Client doesn't know |
| 9 | Client refused |
| 99 | Data not collected |
| Dependent B – Dependent to Field 3 & Response 0 | <i>If No for "Receiving AIDS Drug Assistance Program (ADAP)" Reason</i> |
| 1 | Applied; decision pending |
| 2 | Applied; client not eligible |
| 3 | Client did not apply |
| 4 | Insurance type N/A for this client |
| 8 | Client doesn't know |
| 9 | Client refused |
| 99 | Data not collected |
| Element Type | Program Specific |
| Funder: Program-Component | HUD: HOPWA – Collection required for all components |
| Project Type Applicability | 1: Emergency Shelter 2: Transitional Housing 3: PH-Permanent Supportive Housing 6: Services Only 12: Homelessness Prevention |
| Data Collected About | All Household Members with HIV/AIDS |
| Collection Point | Project Start, Update, Project Exit |
| Relationship to Enrollment ID (an enrollment) | One or more Medical Assistance per Enrollment |
| Relationship to Personal ID (a client) | One or more Medical Assistance per Client |
| System Logic & Other System Issues | The system must record the appropriate collection stage for each element. Systems must also allow for update information if a change occurs mid-year. Allow corrections for data entry errors at all stages. |
| XML | <MedicalAssistance> |
| CSV | IncomeBenefits |
| 2020 Revision Summary | N/A |

W4 T-cell (CD4) and Viral Load

| Header | Instruction |
|---------------------|--|
| Element Name | T-cell (CD4) and Viral Load |
| Field 1 & Response | Information Date (date information was collected) [date field] |
| Field 2 & Responses | T-Cell (CD4) Count Available |
| 0 | No |
| 1 | Yes |
| 8 | Client doesn't know |
| 9 | Client refused |
| 99 | Data not collected |

| Header | Instruction |
|---|---|
| Dependent A – Dependent to Field 2 & Response 1 | <i>If a yes to “T-Cell (CD4) Count Available” then</i> T-cell Count (integer between 0 – 1500) |
| Dependent B - Dependent to Field 2 & Response 1 | <i>If a number is entered in the T-Cell (CD4) count, then</i> How was the information obtained |
| | 1 Medical Report |
| | 2 Client report |
| | 3 Other |
| Field 3 & Responses | Viral Load Information Available |
| | 0 Not Available |
| | 1 Available |
| | 2 Undetectable |
| | 8 Client doesn’t know |
| | 9 Client refused |
| | 99 Data not collected |
| Dependent C – Dependent to Field 3 & Response 1 | <i>If “Viral Load Information Available” then</i> Count (integer between 0 – 999999) |
| Dependent D - Dependent to Field 3 & Response 1 | <i>If a number is entered in the Viral Load count, then</i> How was the information obtained |
| | 1 Medical Report |
| | 2 Client report |
| | 3 Other |
| Element Type | Program Specific |
| Funder: Program-Component | HUD: HOPWA – Collection required for all component |
| Project Type Applicability | 1: Emergency Shelter 2: Transitional Housing 3: PH-Permanent Supportive Housing 6: Services Only 12: Homelessness Prevention |
| Data Collected About | Only Clients funded in a HOPWA project presenting with HIV/AIDS |
| Collection Point | Project Start, Update, Annual Assessment, Project Exit |
| Relationship to Enrollment ID (an enrollment) | One or more T-cell (CD4) and Viral Load per Enrollment |
| Relationship to Personal ID (a client) | One or more T-cell (CD4) and Viral Load per Client |
| System Logic & Other System Issues | <p>The system must record the appropriate collection stage for each element. Systems must also allow for update information if a change occurs mid-year. Allow corrections for data entry errors at all stages.</p> <p>It is recommended that an HMIS only display this question as dependent to HMIS Data Standards Element 4.08 (HIV/AIDS) where the response is “yes” (1).</p> <p>If possible, the system should limit the numeric range of the “viral load information available” – response option 1 “available” to 21 to 999,999 as a response of 20 or less is associated with an “undetectable” viral load.</p> |
| XML | <Disabilities> |
| CSV | Disabilities |
| 2020 Revision Summary | Re-numbered dependencies |

W5 Housing Assessment at Exit

| Header | Instruction |
|---|---|
| Element Name | Housing Assessment at Exit |
| Field 1 & Responses | Housing Assessment at Exit |
| | 1 Able to maintain the housing they had at project entry |
| | 2 Moved to new housing unit |
| | 3 Moved in with family/friends on a temporary basis |
| | 4 Moved in with family/friends on a permanent basis |
| | 5 Moved to a transitional or temporary housing facility or program |
| | 6 Client became homeless – moving to a shelter or other place unfit for human habitation |
| | 7 Client went to jail/prison |
| | 10 Client died |
| | 8 Client doesn't know |
| | 9 Client refused |
| | 99 Data not collected |
| Dependent A – Dependent to Field 1 & Response 1 | <i>If Able to maintain the housing they had at project entry for "Housing Assessment at Exit"</i> Subsidy information |
| | 1 Without a subsidy |
| | 2 With the subsidy they had at project entry |
| | 3 With an on-going subsidy acquired since project entry |
| | 4 Only with financial assistance other than a subsidy |
| Dependent B – Dependent to Field 1 & Response 2 | <i>If Moved to new housing unit for "Housing Assessment at Exit"</i> Subsidy information |
| | 1 With on-going subsidy |
| | 2 Without an on-going subsidy |
| Element Type | Program Specific |
| Funder: Program-Component | HUD: CoC – Collection required only for Homelessness Prevention component HUD: ESG – Collection required only for Homelessness Prevention component HUD: HOPWA – Collection required for all components |
| Project Type Applicability | 1: Emergency Shelter 2: Transitional Housing 3: PH-Permanent Supportive Housing 6: Services Only 12: Homelessness Prevention |
| Data Collected About | All Clients |
| Collection Point | Project Exit |
| Relationship to Enrollment ID (an enrollment) | Zero or one Housing Assessment at Exit per Enrollment |
| Relationship to Personal ID (a client) | Zero or more Housing Assessment at Exit per Client |
| System Logic & Other System Issues | System stores collected information as "project exit" information and retains for historical purpose. |
| Other System Issues | None |
| XML | <ExitHousingAssessment> |
| CSV | Exit |
| 2020 Revision Summary | N/A |

HHS-PATH Only Required Elements

P1 Services Provided – PATH Funded

| Header | Instruction |
|---|--|
| Element Name | Services Provided –PATH Funded |
| Field 1 & Response | Date of Service (date) [date field] |
| Field 2 & Responses | Type of PATH FUNDED Service Provided |
| | 1 Re-engagement |
| | 2 Screening |
| | 14 Clinical assessment |
| | 3 Habilitation/rehabilitation |
| | 4 Community mental health |
| | 5 Substance use treatment |
| | 6 Case management |
| | 7 Residential supportive services |
| | 8 Housing minor renovation |
| | 9 Housing moving assistance |
| | 10 Housing eligibility determination |
| | 11 Security deposits |
| | 12 One-time rent for eviction prevention |
| Element Type | Program Specific |
| Funder: Program-Component | HHS: PATH – Collection required for all components |
| Project Type Applicability | PATH: 4: Street Outreach 6: Services Only |
| Data Collected About | Head of Household and Adults |
| Collection Point | Occurrence Point (As Provided) |
| Relationship to Enrollment ID (an enrollment) | Zero or more Services Provided-PATH Funded per Enrollment |
| Relationship to Personal ID (a client) | One or more Services Provided-PATH Funded per Client |
| System Logic & Other System Issues | <p>Data are time sensitive and may change over the project stay. System must allow for multiple records per project stay to record each instance and must record the date the service was provided.</p> <p>The data in this element are transactional data; each time the service is delivered a record of the date of service must be added.</p> <p>If a service benefits the entire household, it must be recorded for the Head of Household.</p> <p>PATH only records <u>services that are PATH funded</u>. If providers want to collect other services, then a separate element must be created to distinguish PATH funded services from non-PATH funded services.</p> <p>PATH reports will only include persons who received services who are enrolled.</p> |
| XML | <ServiceFAReferral> |
| CSV | Services |
| 2020 Revision Summary | N/A |

P2 Referrals Provided – PATH

| Header | Instruction |
|---|--|
| Element Name | Referrals Provided PATH |
| Field 1 & Response | Date of Referral (date) [date field] |
| Field 2 & Responses | Type of Referral |
| | 1 Community Mental Health |
| | 2 Substance Use Treatment |
| | 3 Primary Health/ Dental Care |
| | 4 Job Training |
| | 5 Educational Services |
| | 6 Housing Services |
| | 11 Temporary Housing |
| | 7 Permanent Housing |
| | 8 Income Assistance |
| | 9 Employment Assistance |
| | 10 Medical Insurance |
| Dependent A – Dependent to Field 2 & Responses 1-10 | <i>If any "Type of Referral" made</i> Select Outcome for each |
| | 1 Attained |
| | 2 Not attained |
| | 3 Unknown |
| Element Type | Program Specific |
| Funder: Program-Component | HHS: PATH – Collection required for all components |
| Project Type Applicability | 4: Street Outreach 6: Services Only |
| Data Collected About | Heads of Household and Adults |
| Collection Point | Occurrence Point (As Provided) |
| Relationship to Enrollment ID (an enrollment) | Zero or more Referrals Provided - PATH per Enrollment |
| Relationship to Personal ID (a client) | One or more Referrals Provided - PATH per Client |
| System Logic Other System Issues | <p>Data are time sensitive and may change over the project stay. System must allow multiple records per project stay to record each instance and must record the date the referral was provided.</p> <p>The data in this element are transactional data; each time there is a referral a record of the referral must be recorded.</p> <p>Multiple types of the same referral may be made over the course of project enrollment. Each referral should have an outcome response.</p> <p>Referral outcome is being shown as a dependent response. However, the responses of attained, not attained, or unknown may have better ways of presentation for data collection than as dependent fields as the response may not be known simultaneous with identification of the referral. Vendors may elect means other than a dependent field to improve data quality. The information is required on reporting.</p> <p>PATH only will report on persons who received services who are enrolled.</p> |
| XML | <ServiceFAReferral> |
| CSV | Services |
| 2020 Revision Summary | N/A |

P3 PATH Status

| Header | Instruction |
|---|--|
| Element Name | PATH Status |
| Field 1 & Response | Date of Status Determination (date) [date field] |
| Field 2 & Responses | Client Became Enrolled in PATH |
| 0 | No |
| 1 | Yes |
| Dependent A – Dependent to Field 2 & Response 0 | <i>If No for “Client Became Enrolled in PATH”</i> Reason not enrolled |
| 1 | Client was found ineligible for PATH |
| 2 | Client was not enrolled for other reason(s) |
| 3 | Unable to locate client |
| Element Type | Program Specific |
| Funder: Program-Component | HHS: PATH – Collection required for all components |
| Project Type Applicability | 4: Street Outreach 6: Services Only |
| Data Collected About | Head of Household and Adults |
| Collection Point | Occurrence Point (At Determination; collect once, at or before exit, when the status is determined) |
| Relationship to Enrollment ID (an enrollment) | No more than one PATH Status per Enrollment |
| Relationship to Personal ID (a client) | One or more PATH Status per Client |
| System Logic Other System Issues | Only one PATH status date and response is allowed for each project stay. If a client exits and returns to the project later, the previously entered enrollment data does not apply and a new response must be entered based on this new project start and project exit service period. If the HMIS supports requiring elements, then this element and its dependent response should be required for PATH at project exit and the client should not be able to be exited without a response to this element. This element is critical to PATH reporting. |
| XML | <PATHStatus> |
| CSV | Enrollment |
| 2020 Revision Summary | Add response to Dependent A; “Unable to locate client” |

P4 Connection with SOAR

| Header | Instruction |
|---|--|
| Element Name | Connection with SOAR |
| Field 1 & Responses | Connection with SOAR |
| 0 | No |
| 1 | Yes |
| 8 | Client doesn't know |
| 9 | Client refused |
| 99 | Data not collected |
| Element Type | Program Specific |
| Funder: Program-Component | HHS: PATH – Collection required for all components VA: SSVF –all components OPTIONAL: VA: Grant per Diem – Case Management/Housing Retention |
| Project Type Applicability | PATH: 4: Street Outreach 6: Services Only SSVF: 12: Homelessness Prevention 13: PH-RRH |
| Data Collected About | Head of Household and Adults |
| Collection Point | Project Start, Update, Annual Assessment, and Exit |
| Relationship to Enrollment ID (an enrollment) | One or more Connection with SOAR per Enrollment |
| Relationship to Personal ID (a client) | One or more Connection with SOAR per Client |
| System Logic & Other System Issues | The system must record the appropriate collection stage for each element. Systems must also allow for update information if a change occurs mid-year and allow corrections for data entry errors at all stages. If the SOAR program is locally available CoC's may find this element helpful to their CoCs for implementation in programs other than PATH. |
| XML | <ConnectionWithSOAR> |
| CSV | IncomeBenefits |
| 2020 Revision Summary | N/A |

HHS-RHY Only Required Elements

R1 Referral Source

| Header | Instruction |
|---|---|
| Element Name | Referral Source |
| Field 1 & Responses | Referral Source |
| 1 | Self-Referral |
| 2 | Individual: Parent/Guardian/Relative/Friend/Foster Parent/Other Individual |
| 7 | Outreach Project |
| 11 | Temporary Shelter |
| 18 | Residential Project: |
| 28 | Hotline: |
| 30 | Child Welfare/CPS |
| 34 | Juvenile Justice |
| 35 | Law Enforcement/ Police |
| 37 | Mental Hospital |
| 38 | School |
| 39 | Other Organization |
| 8 | Client doesn't know |
| 9 | Client refused |
| 99 | Data not collected |
| Dependent A – Dependent to Field 1 & Response 7 | <i>If Outreach Project: FYSB for "Referral Source" is selected</i> Number of times approached by outreach prior to entering the project (Box for integer response) |
| Element Type | Program Specific |
| Funder: Program-Component | HHS: RHY – Collection required for all components except for Street Outreach |
| Project Type Applicability | 1: Emergency Shelter 2: Transitional Housing 12: Homelessness Prevention |
| Data Collected About | Head of Household and Adults |
| Collection Point | Project Start |
| Relationship to Enrollment ID (an enrollment) | No more than one Referral Source per Enrollment |
| Relationship to Personal ID (a client) | One or more Referral Source per Client |
| System Logic & Other System Issues | System stores collected information as "project start" information and retains for historical purpose. |
| XML | <EntryRHY> |
| CSV | Enrollment |
| 2020 Revision Summary | N/A |

R2 RHY – BCP Status

| Header | Instruction |
|---|--|
| Element Name | RHY – BCP Status |
| Field 1 & Response | Date of Status Determination (date) [date field] |
| Field 2 & Responses | Youth Eligible for RHY Services |
| 0 | No |
| 1 | Yes |
| Dependent A – Dependent to Field 2 & Response 0 | <i>If No for “Youth Eligible for RHY Services”</i> Reason why services are not funded by BCP grant |
| 1 | Out of age range |
| 2 | Ward of the State – Immediate Reunification |
| 3 | Ward of the Criminal Justice System – Immediate Reunification |
| 4 | Other |
| Dependent B – Dependent to Field 2 & Response 1 | <i>If Yes for “Youth Eligible for RHY Services”</i> Runaway youth |
| 0 | No |
| 1 | Yes |
| 8 | Client doesn’t know |
| 9 | Client refused |
| 99 | Data Not Collected |
| Element Type | Program Specific |
| Funder: Program-Component | HHS: RHY – Collection required for BCP only |
| Project Type Applicability | 1: Emergency Shelter – e/e method 12: Homelessness Prevention |
| Data Collected About | All Clients |
| Collection Point | Project Start |
| Relationship to Enrollment ID (an enrollment) | No more than one RHY-BCP Status per Enrollment |
| Relationship to Personal ID (a client) | One or more RHY-BCP Status per Client |
| System Logic & Other System Issues | <p>Only one RHY status date and only one response for “FYSB Youth” is allowed for each project stay. If a client returns to the project at a later date the previous data does not apply and must be entered based on this project start and project exit date service period.</p> <p>Youth who identify as “no” to FYSB Youth are also not homeless under the HUD definition of homelessness. Therefore, these youths should be excluded from all PIT/HIC reporting on the project. Data on these youth who are identified as “no” to FYSB Youth does transmit in the RHY CSV export for the national data transfers but is filtered out in analysis.</p> <p>If the system supports required elements, then this element should be required for RHY: BCP-es funded projects and the client should not be able to exit the project without a response to this element.</p> |
| XML | <RHYBCPStatus> |
| CSV | Enrollment |
| 2020 Revision Summary | N/A |

R3 Sexual Orientation

| Header | Instruction |
|---|--|
| Element Name | Sexual Orientation |
| Field 1 & Responses | Sexual Orientation |
| 1 | Heterosexual |
| 2 | Gay |
| 3 | Lesbian |
| 4 | Bisexual |
| 5 | Questioning / Unsure |
| 6 | Other |
| 8 | Client doesn't know |
| 9 | Client refused |
| 99 | Data not collected |
| Dependent A - Dependent to Response 6 | If other, please describe [text] |
| Element Type | Program Specific |
| Funder: Program-Component | HHS: RHY – Collection required for all components HUD: CoC - Youth Homeless Demonstration Program (YHDP) – collection required for all components |
| Project Type Applicability | 1: Emergency Shelter – e/e method 2: Transitional Housing 3: Permanent Supportive Housing 4: Street Outreach 9: PH-Housing Only 10: PH-Housing with Services 12: Homelessness Prevention 13: Rapid Re-housing |
| Data Collected About | Head of Household and Adults |
| Collection Point | Project Start |
| Relationship to Enrollment ID (an enrollment) | No more than one Sexual Orientation per Enrollment |
| Relationship to Personal ID (a client) | One or more Sexual Orientation per Client |
| System Logic & Other System Issues | System stores collected information as “project start” information and retains for historical purpose. |
| XML | <EntryRHY> |
| CSV | Enrollment |
| 2020 Revision Summary | Added response option: “other” and text field. Added HUD: CoC - Youth Homeless Demonstration Program (YHDP)-Collection required for all components. |

R4 Last Grade Completed

| Header | Instruction |
|---|--|
| Element Name | Last Grade Completed |
| Field 1 & Responses | Last Grade Completed |
| 1 | Less than Grade 5 |
| 2 | Grades 5-6 |
| 3 | Grades 7-8 |
| 4 | Grades 9-11 |
| 5 | Grade 12 / High school diploma |
| 6 | School program does not have grade levels |
| 7 | GED |
| 10 | Some college |
| 11 | Associate's degree |
| 12 | Bachelor's degree |
| 13 | Graduate degree |
| 14 | Vocational certification |
| 8 | Client doesn't know |
| 9 | Client refused |
| 99 | Data not collected |
| Element Type | Program Specific |
| Funder: Program-Component | HUD: HUD-VASH - Collection required for all components HHS: RHY – Collection required for all components except for Street Outreach VA: SSVF – Collection required for RRH & Homelessness Prevention |
| Project Type Applicability | 1: Emergency Shelter 2: Transitional Housing 3: Permanent Supportive Housing 12: Homelessness Prevention 13: PH – Rapid Re-Housing |
| Data Collected About | Head of Household and Adults |
| Collection Point | Project Start, Project Exit |
| Relationship to Enrollment ID (an enrollment) | One or more Last Grade Completed per Enrollment |
| Relationship to Personal ID (a client) | One or more Last Grade Completed per Client |
| System Logic & Other System Issues | System stores collected information as “project start” or “project exit” information and retains for historical purpose. |
| XML | <LastGradeCompleted> |
| CSV | EmploymentEducation |
| 2020 Revision Summary | N/A |

R5 School Status

| Header | Instruction |
|---|--|
| Element Name | School Status |
| Field 1 & Responses | School Status |
| | 1 Attending school regularly |
| | 2 Attending school irregularly |
| | 3 Graduated from high school |
| | 4 Obtained GED |
| | 5 Dropped out |
| | 6 Suspended |
| | 7 Expelled |
| | 8 Client doesn't know |
| | 9 Client refused |
| | 99 Data not collected |
| Element Type | Program Specific |
| Funder: Program-Component | HHS: RHY – Collection required for all components except for Street Outreach |
| Project Type Applicability | 1: Emergency Shelter 2: Transitional Housing 12: Homelessness Prevention |
| Data Collected About | Head of Household and Adults |
| Collection Point | Project Start, Project Exit |
| Relationship to Enrollment ID (an enrollment) | One or more School Status per Enrollment |
| Relationship to Personal ID (a client) | One or more School Status per Client |
| System Logic & Other System Issues | System stores collected information as “project start” or “project exit” information and retains for historical purpose. |
| XML | <SchoolStatus> |
| CSV | EmploymentEducation |
| 2020 Revision Summary | N/A |

R6 Employment Status

| Header | Instruction |
|---|--|
| Element Name | Employment Status |
| Field 1 & Response | Information Date (date information was collected) [date field] |
| Field 2 & Responses | Employed |
| | 0 No |
| | 1 Yes |
| | 8 Client doesn't know |
| | 9 Client refused |
| | 99 Data not collected |
| Dependent A – Dependent to Field 2 & Response 1 | <i>If Yes for “Employed”</i> Type of Employment |
| | 1 Full-time |
| | 2 Part-time |
| | 3 Seasonal / sporadic (including day labor) |
| Dependent B – Dependent to Field 2 & Response 0 | <i>If No for “Employed”</i> Why Not Employed |
| | 1 Looking for work |
| | 2 Unable to work |
| | 3 Not looking for work |
| Element Type | Program Specific |
| Funder: Program-Component | HUD: HUD-VASH – Collection required for HUD/VASH-OTH HHS: RHY – Collection required for all components except for Street Outreach |

| Header | Instruction |
|---|--|
| | VA: SSVF – Collection required for RRH & Homelessness Prevention GPD – collection required for all components |
| Project Type Applicability | 1: Emergency Shelter 2: Transitional Housing 8: Safe Haven 9: PH Housing Only 12: Homelessness Prevention 13: PH-Rapid Re-Housing |
| Data Collected About | Head of Household and Adults |
| Collection Point | Project Start, Project Exit |
| Relationship to Enrollment ID (an enrollment) | One or more Employment Status per Enrollment |
| Relationship to Personal ID (a client) | One or more Employment Status per Client |
| System Logic & Other System Issues | The system must record the appropriate collection stage for each element. System stores collected information as “project start” or “project exit” information and retains for historical purpose. |
| XML | <Employment> |
| CSV | EmploymentEducation |
| 2020 Revision Summary | Added VA: GPD – Low Demand and GPD – Case Management/Housing Retention |

R7 General Health Status

| Header | Instruction |
|---|--|
| Element Name | General Health Status |
| Field 1 & Responses | General Health Status |
| | 1 Excellent |
| | 2 Very good |
| | 3 Good |
| | 4 Fair |
| | 5 Poor |
| | 8 Client doesn't know |
| | 9 Client refused |
| | 99 Data not collected |
| Element Type | Program Specific |
| Funder: Program-Component | HUD: HUD-VASH – Collection required for HUD/VASH-OTH HHS: RHY – Collection required for all components except for Street Outreach |
| Project Type Applicability | 1: Emergency Shelter 2: Transitional Housing 12: Homelessness Prevention |
| Data Collected About | Head of Household and Adults |
| Collection Point | Project Start, Project Exit |
| Relationship to Enrollment ID (an enrollment) | One or more General Health Status per Enrollment |
| Relationship to Personal ID (a client) | One or more General Health Status per Client |
| System Logic & Other System Issues | System stores collected information as “project start” or “project exit” information and retains for historical purpose. |
| XML | <HealthStatus> |
| CSV | HealthAndDV |
| 2020 Revision Summary | N/A |

R8 Dental Health Status

| Header | Instruction |
|---|--|
| Element Name | Dental Health Status |
| Field 1 & Responses | Dental Health Status |
| | 1 Excellent |
| | 2 Very good |
| | 3 Good |
| | 4 Fair |
| | 5 Poor |
| | 8 Client doesn't know |
| | 9 Client refused |
| | 99 Data not collected |
| Element Type | Program Specific |
| Funder: Program-Component | HHS: RHY – Collection required for all components except for Street Outreach |
| Project Type Applicability | 1: Emergency Shelter 2: Transitional Housing 12: Homelessness Prevention |
| Data Collected About | Head of Household and Adults |
| Collection Point | Project Start, Project Exit |
| Relationship to Enrollment ID (an enrollment) | One or more Dental Health Status per Enrollment |
| Relationship to Personal ID (a client) | One or more Dental Health Status per Client |
| System Logic & Other System Issues | System stores collected information as “project start” or “project exit” information and retains for historical purpose. |
| XML | <HealthStatus> |
| CSV | HealthAndDV |
| 2020 Revision Summary | N/A |

R9 Mental Health Status

| Header | Instruction |
|---|--|
| Element Name | Mental Health Status |
| Field 1 & Responses | Mental Health Status |
| | 1 Excellent |
| | 2 Very good |
| | 3 Good |
| | 4 Fair |
| | 5 Poor |
| | 8 Client doesn't know |
| | 9 Client refused |
| | 99 Data not collected |
| Element Type | Program Specific |
| Funder: Program-Component | HHS: RHY – Collection required for all components except for Street Outreach |
| Project Type Applicability | 1: Emergency Shelter 2: Transitional Housing 12: Homelessness Prevention |
| Data Collected About | Head of Household and Adults |
| Collection Point | Project Start, Project Exit |
| Relationship to Enrollment ID (an enrollment) | One or more Mental Health Status per Enrollment |
| Relationship to Personal ID (a client) | One or more Mental Health Status per Client |

| Header | Instruction |
|------------------------------------|--|
| System Logic & Other System Issues | System stores collected information as “project start” or “project exit” information and retains for historical purpose. |
| XML | <HealthStatus> |
| CSV | HealthAndDV |
| 2020 Revision Summary | N/A |

R10 Pregnancy Status

| Header | Instruction |
|---|--|
| Element Name | Pregnancy Status |
| Field 1 & Responses | Pregnancy Status |
| 0 | No |
| 1 | Yes |
| 8 | Client doesn’t know |
| 9 | Client refused |
| 99 | Data not collected |
| Dependent A – Dependent to Field 2 & Response 1 | <i>If Yes for “Pregnancy Status”</i> Due Date (date) [date field] |
| Element Type | Program Specific |
| Funder: Program-Component | HHS: RHY – Collection required for all components |
| Project Type Applicability | 1: Emergency Shelter 2: Transitional Housing 4: Street Outreach 12: Homelessness Prevention |
| Data Collected About | Female - Head of Household and Adults |
| Collection Point | Project Start, Update |
| Relationship to Enrollment ID (an enrollment) | One or more Pregnancy Status per Enrollment |
| Relationship to Personal ID (a client) | One or more Pregnancy Status per Client |
| System Logic & Other System Issues | <p>Pregnancy status should be recorded for any female head of household, even if <18 at the time of data collection.</p> <p>Data are time sensitive and may change over the project stay. System must allow for updated information collection as change occurs, must record the date the information was collected with a data collection stage of “project update,” and retains all updates for historical purpose.</p> <p>There may be multiple records of this data element per project stay; each time there is pregnancy, a record of the pregnancy must be recorded.</p> |
| XML | <HealthStatus> |
| CSV | HealthAndDV |
| 2020 Revision Summary | Clarified system logic that female HOH, regardless of age, should have pregnancy status recorded. |

R11 Formerly a Ward of Child Welfare/Foster Care Agency

| Header | Instruction |
|---|---|
| Element Name | Formerly a Ward of Child Welfare/Foster Care Agency |
| Field 1 & Responses | Formerly a Ward of Child Welfare or Foster Care Agency |
| 0 | No |
| 1 | Yes |
| 8 | Client doesn't know |
| 9 | Client refused |
| 99 | Data not collected |
| Dependent A – Dependent to Field 1 & Response 1 | <i>If Yes for "Formerly a Ward of Child Welfare or Foster Care Agency"</i> Number of Years |
| 1 | Less than one year |
| 2 | 1 to 2 years |
| 3 | 3 to 5 or more years |
| Dependent B – Dependent to Dependent A & Response 1 | <i>If Less than one year for "Number of Years"</i> Number of Months (1-11) |
| Element Type | Program Specific |
| Funder: Program-Component | HHS: RHY – Collection required for all components except for Street Outreach |
| Project Type Applicability | 1: Emergency Shelter 2: Transitional Housing 12: Homelessness Prevention |
| Data Collected About | Head of Household and Adults |
| Collection Point | Project Start |
| Relationship to Enrollment ID (an enrollment) | No more than one Formerly a Ward of Child Welfare or Foster Care Agency per Enrollment |
| Relationship to Personal ID (a client) | One or more Formerly a Ward of Child Welfare or Foster Care Agency per Client |
| System Logic & Other System Issues | System stores collected information as "project start" information and retains for historical purpose. HMIS may choose to only display dependent questions if user selects the appropriate response. |
| XML | <EntryRHY> |
| CSV | Enrollment |
| 2020 Revision Summary | N/A |

R12 Formerly a Ward of Juvenile Justice System

| Header | Instruction |
|---|---|
| Element Name | Formerly a Ward of Juvenile Justice System |
| Field 1 & Responses | Formerly a Ward of Juvenile Justice System |
| 0 | No |
| 1 | Yes |
| 8 | Client doesn't know |
| 9 | Client refused |
| 99 | Data not collected |
| Dependent A – Dependent to Field 1 & Response 1 | <i>If Yes for "Formerly a Ward of Child Welfare or Foster Care Agency"</i> Number of Years |
| 1 | Less than one year |
| 2 | 1 to 2 years |
| 3 | 3 to 5 or more years |

| Header | Instruction |
|---|---|
| Dependent B – Dependent to Dependent A & Response 1 | <i>If Less than one year for “Number of Years”</i> Number of Months (1-11) |
| Element Type | Program Specific |
| Funder: Program-Component | HHS: RHY – Collection required for all components except for Street Outreach |
| Project Type Applicability | 1: Emergency Shelter 2: Transitional Housing 12: Homelessness Prevention |
| Data Collected About | Head of Household and Adults |
| Collection Point | Project Start |
| Relationship to Enrollment ID (an enrollment) | No more than one Formerly a Ward of Juvenile Justice System per Enrollment |
| Relationship to Personal ID (a client) | One or more Formerly a Ward of Juvenile Justice System per Client |
| System Logic & Other System Issues | System stores collected information as “project start” information and retains for historical purpose. HMIS may choose to only display dependent questions if user selects the appropriate response. |
| XML | <EntryRHY> |
| CSV | Enrollment |
| 2020 Revision Summary | N/A |

R13 Family Critical Issues

| Header | Instruction |
|---|--|
| Element Name | Family Critical Issues |
| Field 9 & Responses | Unemployment - Family member |
| 0 | No |
| 1 | Yes |
| Field 11 & Responses | Mental Health Issues - Family member |
| 0 | No |
| 1 | Yes |
| Field 15 & Responses | Physical Disability – Family member |
| 0 | No |
| 1 | Yes |
| Field 21 & Responses | Alcohol or Substance Abuse - Family member |
| 0 | No |
| 1 | Yes |
| Field 22 & Responses | Insufficient Income to support youth - Family member |
| 0 | No |
| 1 | Yes |
| Field 24 & Responses | Incarcerated Parent of Youth |
| 0 | No |
| 1 | Yes |
| Element Type | Program Specific |
| Funder: Program-Component | HHS: RHY – Collection required for all components except for Street Outreach |
| Project Type Applicability | 1: Emergency Shelter 2: Transitional Housing 12: Homelessness Prevention |
| Data Collected About | Head of Household and Adults |
| Collection Point | Project Start |
| Relationship to Enrollment ID (an enrollment) | No more than o Family Issues per Enrollment |
| Relationship to Personal ID (a client) | One or more Family Issues per Client |

| Header | Instruction |
|------------------------------------|--|
| System Logic & Other System Issues | System stores collected information as “project start” information and retains for historical purpose. |
| Other System Issues | None |
| XML | <EntryRHY> |
| CSV | Enrollment |
| 2020 Revision Summary | N/A |

R14 RHY Service Connections

| Header | Instruction | | | | | |
|---|---|-------|--------|---------|-----|------|
| Element Name | RHY Service Connections | BCP-P | BCP-ES | TLP&MGH | SOP | DEMO |
| Field 1 & Response | Date of Service (date) [date field] | X | X | X | | X |
| Field 2 & Responses | Type of RHY Service | X | X | X | | X |
| | 2 Community service/service learning (CSL) | | | X | | X |
| | 7 Criminal justice /legal services | X | X | X | | X |
| | 5 Education | X | X | X | | X |
| | 6 Employment and/or training services | | | X | | X |
| | 14 Health/medical care | X | X | X | | X |
| | 26 Home-based Services | X | | | | |
| | 8 Life skills training | X | X | X | | X |
| | 10 Parenting education for youth with children | X | X | X | | X |
| | 27 Post-natal newborn care (wellness exams; immunizations) | | | X | | X |
| | 12 Post-natal care for mother | | | X | | X |
| | 13 Pre-natal care | | | X | | X |
| | 28 STD Testing | X | X | | | |
| | 29 Street-based Services | X | | | | |
| | 17 Substance abuse treatment | X | X | X | | X |
| | 18 Substance Abuse Ed/Prevention Services | X | X | X | | X |
| Funder: Program -Component | HHS: RHY – Collection required for components – as outlined above | | | | | |
| Project Type Applicability | 1: Emergency Shelter – e/e method | | | | | |
| | 2: Transitional Housing | | | | | |
| | 6: Services Only | | | | | |
| | 12: Homelessness Prevention | | | | | |
| Data Collected About | Head of Household and Adults | | | | | |
| Collection Point | Occurrence Point (At First Service) | | | | | |
| Relationship to Enrollment ID (an enrollment) | Zero or more RHY Service Connections per Enrollment | | | | | |
| Relationship to Personal ID (a client) | One or more RHY Service Connections per Client | | | | | |
| System Logic & Other System Issues | Data are time sensitive and may change over the project stay. The system must allow for multiple records per project stay to record each instance and must record the date the new information was collected. If service benefits entire household, it may be recorded solely for the Head of Household. | | | | | |
| XML | <ServiceFAReferral> | | | | | |
| CSV | Services | | | | | |
| 2020 Revision Summary | N/A | | | | | |

R15 Commercial Sexual Exploitation/Sex Trafficking

| Header | Instruction |
|---|---|
| Element Name | Commercial Sexual Exploitation/Sex Trafficking |
| Field 1 & Responses | Ever received anything in exchange for sex (e.g. money, food, drugs, shelter) |
| 0 | No |
| 1 | Yes |
| 8 | Client doesn't know |
| 9 | Client refused |
| 99 | Data not collected |
| Dependent A – Dependent to Field 1 & Response 1 | <i>If Yes for “Ever received anything in exchange for sex”</i> In the last <u>three months</u> |
| 0 | No |
| 1 | Yes |
| 8 | Client doesn't know |
| 9 | Client refused |
| 99 | Data not collected |
| Dependent B – Dependent to Field 1 & Response 1 | <i>If Yes for “Ever received anything in exchange for sex”</i> How many times |
| 1 | 1-3 |
| 2 | 4-7 |
| 3 | 8-11 |
| 4 | 12 or more |
| 8 | Client doesn't know |
| 9 | Client refused |
| 99 | Data not collected |
| Dependent C – Dependent to Field 1 & Response 1 | <i>If Yes for “Ever received anything in exchange for sex”</i> Ever <u>made/persuaded/forced</u> to have sex in exchange for something |
| 0 | No |
| 1 | Yes |
| 8 | Client doesn't know |
| 9 | Client refused |
| 99 | Data not collected |
| Dependent D – Dependent to Dependent C & Response 1 | <i>If Yes for “Ever made/persuaded/forced to have sex in exchange for something?”</i> In the last <u>three months</u> ? |
| 0 | No |
| 1 | Yes |
| 8 | Client doesn't know |
| 9 | Client refused |
| 99 | Data not collected |
| Element Type | Program Specific |
| Funder: Program-Component | HHS: RHY – Collection required for all components |
| Project Type Applicability | 1: Emergency Shelter 2: Transitional Housing 4: Street Outreach 12: Homelessness Prevention |
| Data Collected About | Head of Household and Adults |
| Collection Point | Project Exit |
| Relationship to Enrollment ID (an enrollment) | Zero or 1 Commercial Sexual Exploitation per Enrollment |
| Relationship to Personal ID (a client) | Zero or more Commercial Sexual Exploitation per Client |

| Header | Instruction |
|-------------------------------------|--|
| System Logic Other System Issues | <p>System stores collected information as “project exit” information and retains for historical purpose.</p> <p>HMIS may choose to only display dependent questions if the user selects the appropriate response.</p> <p>If mouse over/hover functionality is available in the system for explanations/definitions, RHY requests the information to read as follows:</p> <p>Field 1: “Have you ever received anything in exchange for having sexual relations with another person, such as money, food, drugs or shelter?”</p> <p>Dependent B: “How many times have you received something in exchange for having sexual relations with another person, such as money, food, drugs or shelter?”</p> <p>Dependent C: “Did someone ever <u>make you or persuade</u> you to have sex with anyone else in exchange for something such as money, food, drugs or shelter?”</p> |
| XML | <ExitRHY> |
| CSV | Exit |
| 2020 Revision Summary | N/A |

R16 Labor Exploitation/Trafficking

| Header | Instruction |
|---|---|
| Element Name | Labor Exploitation/Trafficking |
| Field 1 & Responses | Ever <u>afraid to quit/leave</u> work due to threats of violence to yourself, family, or friends |
| | 0 No |
| | 1 Yes |
| | 8 Client doesn't know |
| | 9 Client refused |
| | 99 Data not collected |
| Field 2 & Responses | Ever <u>promised work</u> where work or payment was different than you expected |
| | 0 No |
| | 1 Yes |
| | 8 Client doesn't know |
| | 9 Client refused |
| | 99 Data not collected |
| Dependent A – Dependent to Field 1 & 2 Response 1 | <i>If Yes for either “Workplace violence threats” <u>OR</u> “Workplace promise difference” - Felt forced, coerced, pressured or tricked into continuing the job</i> |
| | 0 No |
| | 1 Yes |
| | 8 Client doesn't know |
| | 9 Client refused |
| | 99 Data not collected |
| Dependent B – Dependent to Field 1 & 2 Response 1 | <i>If Yes for either “Workplace violence threats” <u>OR</u> “Workplace promise actual difference” - In the <u>last 3 months</u></i> |
| | 0 No |
| | 1 Yes |
| | 8 Client doesn't know |
| | 9 Client refused |
| | 99 Data not collected |
| Element Type | Program Specific |
| Funder: Program-Component | HHS: RHY – Collection required for all components |
| Project Type Applicability | 1: Emergency Shelter 2: Transitional Housing; 4: Street Outreach 12: Homelessness Prevention |
| Data Collected About | Head of Household and Adults |
| Collection Point | Project Exit |

| Header | Instruction |
|---|--|
| Relationship to Enrollment ID (an enrollment) | Zero or one Labor Exploitation per Enrollment |
| Relationship to Personal ID (a client) | Zero or more Labor Exploitation per Client |
| System Logic & Other System Issues | <p>System stores collected information as “project exit” information and retains for historical purpose.</p> <p>HMIS may choose to only display dependent questions if the user selects the appropriate response.</p> <p>If mouse over/hover functionality is available in the system for explanations/definitions, RHY requests the information to read as follows:</p> <p>Field 1: “Have you ever been afraid to leave or quit a work situation due to fears of violence or other threats of harm to yourself, family or friends?”</p> <p>Field 2: “Have you ever been promised work where the work or payment ended up being different from what you expected?”</p> <p>Dependent A: “Did you feel forced, coerced, pressured or tricked into continuing this job?”</p> <p>Dependent B: “Have you had any jobs like these in the last three months?”</p> |
| XML | <ExitRHY> |
| CSV | Exit |
| 2020 Revision Summary | N/A |

R17 Project Completion Status

| Header | Instruction |
|---|---|
| Element Name | Project Completion Status |
| Field 1 & Responses | Project Completion Status |
| | 1 Completed project |
| | 2 Youth voluntarily left early |
| | 3 Youth was expelled or otherwise involuntarily discharged from project |
| Dependent A – Dependent to Field 1 & Response 3 | <p><i>If Youth was expelled or otherwise involuntarily discharged from project for “Project Completion Status”</i></p> <p>Select the major reason</p> |
| | 1 Criminal activity/destruction of property/violence |
| | 2 Non-compliance with project rules |
| | 3 Non-payment of rent/occupancy charge |
| | 4 Reached maximum time allowed by project |
| | 5 Project terminated |
| | 6 Unknown/disappeared |
| Element Type | Program Specific |
| Funder: Program-Component | HHS: RHY – Collection required for all components except for Street Outreach and BCP-Prevention |
| Project Type Applicability | <p>1: Emergency Shelter</p> <p>2: Transitional Housing</p> |
| Data Collected About | Head of Household and Adults |
| Collection Point | Project Exit |
| Relationship to Enrollment ID (an enrollment) | Zero or one Project Completion Status per Enrollment |
| Relationship to Personal ID (a client) | Zero or more Project Completion Status per Client |
| System Logic & Other System Issues | System stores collected information as “project exit” information and retains for historical purpose. |
| XML | <ExitRHY><ProjectCompletionStatus> |
| CSV | Exit |
| 2020 Revision Summary | N/A |

R18 Counseling

| Header | Instruction |
|---|---|
| Element Name | Counseling |
| Field 1 & Responses | Counseling received by client |
| 0 | No |
| 1 | Yes |
| Dependent A – Dependent to Field 1 & Response 1 | If Yes Identify the type(s) of counseling received |
| 1 | Individual |
| 2 | Family |
| 3 | Group – including peer counseling |
| Dependent B – Dependent to Field 1 & Response 1 | If yes, Identify the number of sessions received by exit |
| 1 | (integers 1-48+) |
| Field 2 & Response | Total number of session planned in youth’s treatment or service plan |
| 1 | (integers 1-48+) |
| Field 3 & Responses | A plan is in place to start or continue counseling after exit |
| 0 | No |
| 1 | Yes |
| Element Type | Program Specific |
| Funder: Program-Component | HHS: RHY – Collection required for all components except for Street Outreach |
| Project Type Applicability | 1: Emergency Shelter 2: Transitional Housing 12: Homelessness Prevention |
| Data Collected About | Head of Household and Adults |
| Collection Point | Project Exit |
| Relationship to Enrollment ID (an enrollment) | Zero or one Counseling per Enrollment |
| Relationship to Personal ID (a client) | Zero or more Counseling per Client |
| System Logic & Other System Issues | System stores collected information as “project exit” information and retains for historical purpose. |
| XML | <ExitRHY> |
| CSV | Exit |
| 2020 Revision Summary | N/A |

R19 Safe and Appropriate Exit

| Header | Instruction |
|---------------------|--|
| Element Name | Safe and Appropriate Exit |
| Field 1 & Responses | Exit destination safe – as determined by the client |
| 0 | No |
| 1 | Yes |
| 8 | Client doesn’t know |
| 9 | Client refused |
| 99 | Data not collected |
| Field 2 & Responses | Exit destination safe – as determined by the project/caseworker |
| 0 | No |
| 1 | Yes |
| 2 | Worker does not know |
| Field 3 & Response | Client has permanent positive adult connections outside of project |
| 0 | No |
| 1 | Yes |

| Header | Instruction |
|---|--|
| | 2 Worker does not know |
| Field 4 & Response | Client has permanent positive peer connections outside of project |
| | 0 No |
| | 1 Yes |
| | 2 Worker does not know |
| Field 5 & Response | Client has permanent positive community connections outside of project |
| | 0 No |
| | 1 Yes |
| | 2 Worker does not know |
| Funder: Program-Component | HHS: RHY – Collection required for all components except for Street Outreach and Homelessness Prevention |
| Project Type Applicability | 1: Emergency Shelter 2: Transitional Housing |
| Data Collected About | Head of Household and Adults |
| Collection Point | Project Exit |
| Relationship to Enrollment ID (an enrollment) | Zero or 1 Safe and Appropriate Exit per Enrollment |
| Relationship to Personal ID (a client) | Zero or more Safe and Appropriate Exit per Client |
| System Logic & Other System Issues | System stores collected information as “project exit” information and retains for historical purpose. |
| XML | <ExitRHY> |
| CSV | Exit |
| 2020 Revision Summary | N/A |

R20 Aftercare Plans

| Header | Instruction |
|---|--|
| Element Name | Aftercare Plans |
| Field 1 & Response | Information Date (date information was collected) [date field] |
| Field 2 & Responses | Aftercare was provided |
| | 0 No |
| | 1 Yes |
| | 9 Client refused |
| Dependent A – Dependent to Field 2 | <i>If yes – Identify the primary way it was provided</i> |
| | 1 Via email/social media |
| | 2 Via telephone |
| | 3 In person: one-on-one |
| | 4 In person: group |
| Element Type | Program Specific |
| Funder: Program-Component | HHS: RHY – Collection required for all components except for Street Outreach |
| Project Type Applicability | 1: Emergency Shelter 2: Transitional Housing 12: Homelessness Prevention |
| Data Collected About | Head of Household and Adults |
| Collection Point | Post Exit |
| Relationship to Enrollment ID (an enrollment) | Zero or one Aftercare Plans per Enrollment |
| Relationship to Personal ID (a client) | Zero or more Aftercare Plans per Client |

| Header | Instruction |
|------------------------------------|--|
| System Logic & Other System Issues | <p>Information may be entered post exit for a period of up to 180 days after which point no data should be entered. Any data entered prior to the date of exit or after the 180th day will not be considered in reporting or exports.</p> <p>Multiple “primary ways” (dependent A) must be able to be identified in one entry or there must be the ability to have multiple instances of the element to support data entry for a youth who received aftercare via multiple methods.</p> <p>New process may be required to reopen a record with an exit to record Aftercare information.</p> |
| XML | <ExitRHY> |
| CSV | Exit |
| 2020 Revision Summary | N/A |

RHSAP Program Element Visibility – Collection Requirements

Project Types and Program Specific Visibility for each program component have not yet been defined for RHSAP.

U1 Worst Housing Situation

| Header | Instruction |
|---|---|
| Element Name | Worst Housing Situation |
| Field 1 & Responses | Worst Housing Situation |
| | 0 No |
| | 1 Yes |
| | 8 Client doesn’t know |
| | 9 Client refused |
| | 99 Data not collected |
| Element Type | Program Specific |
| Funder: Program-Component | HUD: RHSAP - Collection required for all components |
| Project Type Applicability | Unknown at time of publication |
| Data Collected About | All Clients |
| Collection Point | Project Start |
| Relationship to Enrollment ID (an enrollment) | No more than one Worst Housing Situation per Enrollment |
| Relationship to Personal ID (a client) | One or more Worst Housing Situation per Client |
| System Logic Other System Issues | <p>System stores collected information as “project start” information and retains for historical purpose.</p> <p>As of the publication of this Data Dictionary RHSAP does not have federal funding. Upon receipt of federal funding by HUD for RHSAP this element should become active.</p> |
| XML | <EntryRHSP> |
| CSV | Enrollment |
| 2020 Revision Summary | N/A |

VA Required Elements

V1 Veteran's Information

| Header | Instruction |
|----------------------|--|
| Element Name | Veterans Information |
| Field 1 & Response | Year Entered Military Service (year) |
| Field 2 & Response | Year Separated from Military Service (year) |
| Field 3 & Responses | Theatre of Operations: World War II |
| | 0 No |
| | 1 Yes |
| | 8 Client doesn't know |
| | 9 Client refused |
| | 99 Data not collected |
| Field 4 & Responses | Theatre of Operations: Korean War |
| | 0 No |
| | 1 Yes |
| | 8 Client doesn't know |
| | 9 Client refused |
| | 99 Data not collected |
| Field 5 & Responses | Theatre of Operations: Vietnam War |
| | 0 No |
| | 1 Yes |
| | 8 Client doesn't know |
| | 9 Client refused |
| | 99 Data not collected |
| Field 6 & Responses | Theatre of Operations: Persian Gulf War (Operation Desert Storm) |
| | 0 No |
| | 1 Yes |
| | 8 Client doesn't know |
| | 9 Client refused |
| | 99 Data not collected |
| Field 7 & Responses | Theatre of Operations: Afghanistan (Operation Enduring Freedom) |
| | 0 No |
| | 1 Yes |
| | 8 Client doesn't know |
| | 9 Client refused |
| | 99 Data not collected |
| Field 8 & Responses | Theatre of Operations: Iraq (Operation Iraqi Freedom) |
| | 0 No |
| | 1 Yes |
| | 8 Client doesn't know |
| | 9 Client refused |
| | 99 Data not collected |
| Field 9 & Responses | Theatre of Operations: Iraq (Operation New Dawn) |
| | 0 No |
| | 1 Yes |
| | 8 Client doesn't know |
| | 9 Client refused |
| | 99 Data not collected |
| Field 10 & Responses | Theatre of Operations: Other Peace-keeping Operations or Military Interventions (such as Lebanon, Panama, Somalia, Bosnia, Kosovo) |

| Header | Instruction |
|---|--|
| | 0 No |
| | 1 Yes |
| | 8 Client doesn't know |
| | 9 Client refused |
| | 99 Data not collected |
| Field 11 & Responses | Branch of the Military |
| | 1 Army |
| | 2 Air Force |
| | 3 Navy |
| | 4 Marines |
| | 6 Coast Guard |
| | 8 Client doesn't know |
| | 9 Client refused |
| | 99 Data not collected |
| Field 12 & Responses | Discharge Status |
| | 1 Honorable |
| | 2 General under honorable conditions |
| | 6 Under other than honorable conditions (OTH) |
| | 4 Bad conduct |
| | 5 Dishonorable |
| | 7 Uncharacterized |
| | 8 Client doesn't know |
| | 9 Client refused |
| | 99 Data not collected |
| Element Type | Program Specific |
| Funder: Program-Component | HUD: HUD-VASH - Collection required for all components VA: SSVF – Collection required for RRH & Homelessness Prevention VA: GPD - Collection required for all components VA: Community Contract Safe Haven VA: CRS Contract Residential Services |
| Project Type Applicability | 1: Emergency Shelter 2: Transitional Housing 3: PH- Permanent Supportive Housing 6: Supportive Services Only 8: Safe Haven 9: PH – Housing Only 12: Homelessness Prevention 13: PH-Rapid Re-Housing |
| Data Collected About | All Veterans |
| Collection Point | Record Creation |
| Relationship to Enrollment ID (an enrollment) | N/A |
| Relationship to Personal ID (a client) | One Veteran's Information per Client |
| System Logic & Other System Issues | None |
| XML | <ClientVeteranInfo> |
| CSV | Client |
| 2020 Revision Summary | N/A |

V2 Services Provided – SSVF

| Header | Instruction |
|---|---|
| Element Name | Services Provided - SSVF |
| Field 1 & Response | Date of Service (date) [date field] |
| Field 2 & Responses | Type of Service |
| | 1 Outreach services |
| | 2 Case management services |
| | 3 Assistance obtaining VA benefits |
| | 4 Assistance obtaining/coordinating other public benefits |
| | 5 Direct provision of other public benefits |
| | 6 Other (non-TFA) supportive service approved by VA |
| | 7 Extended Shallow Subsidy |
| | 8 Returning Home |
| | 9 Rapid Resolution |
| Dependent A – Dependent to Field 2 Response 3 | <i>If “Assistance obtaining VA benefits”</i> |
| | 1 VA vocational and rehabilitation counseling |
| | 2 Employment and training services |
| | 3 Educational assistance |
| | 4 Health care services |
| Dependent B – Dependent to Field 2 Response 4 | <i>If “Assistance obtaining/coordinating other public benefits”</i> |
| | 1 Health care services |
| | 2 Daily living services |
| | 3 Personal financial planning services |
| | 4 Transportation services |
| | 5 Income support services |
| | 6 Fiduciary and representative payee services |
| | 7 Legal services – child support |
| | 8 Legal services – eviction prevention |
| | 9 Legal services – outstanding fines and penalties |
| | 10 Legal services – restore/acquire driver’s license |
| | 11 Legal services – other |
| | 12 Child care |
| | 13 Housing counseling |
| Dependent C – Dependent to Field 2 Response 5 | <i>If “Direct provision of other public benefits”</i> |
| | 1 Personal financial planning services |
| | 2 Transportation services |
| | 3 Income support services |
| | 4 Fiduciary and representative payee services |
| | 5 Legal services – child support |
| | 6 Legal services – eviction prevention |
| | 7 Legal services – outstanding fines and penalties |
| | 8 Legal services – restore/acquire driver’s license |
| | 9 Legal services – other |
| | 10 Child care |
| | 11 Housing counseling |
| Dependent D – Dependent to Field 2 Response 6 | <i>If “Other (Non-TFA) Supportive Service approved by VA”</i> |
| Element Type | text box for Specify |
| | Program Specific |
| | VA: SSVF – Collection required for RRH & Homelessness Prevention |
| Project Type Applicability | 12: Homelessness Prevention |
| | 13: PH-Rapid Re-Housing |

| | |
|---|--|
| Data Collected About | All Clients receiving services |
| Collection Point | Occurrence Point (As Provided) |
| Relationship to Enrollment ID (an enrollment) | 0 or more Services Provided - SSVF per Enrollment |
| Relationship to Personal ID (a client) | 1 or more Services Provided - SSVF per Client |
| System Logic & Other System Issues | Services will be recorded as they are provided. The system must allow for a theoretically unlimited number of records per project stay. Users must be able to edit existing records and delete records entered in error. Services will be recorded for the head of household (only) unless a specific service is of benefit only to a particular household member. |
| XML | <ServiceFAReferral> |
| CSV | Services |
| 2020 Update | Add Rapid Resolution, Extended Shallow Subsidy, and Returning Home as services provided |

V3 Financial Assistance – SSVF

| | |
|---|---|
| Header | Instruction |
| Element Name | Financial Assistance - SSVF |
| Field 1 & Response | Date of Financial Assistance (date) [date field] |
| Field 2 & Response | Financial Assistance Amount (amount) |
| Field 3 & Responses | Financial Assistance Type |
| | 1 Rental assistance |
| | 4 Utility fee payment assistance |
| | 2 Security deposit |
| | 3 Utility deposit |
| | 5 Moving costs |
| | 8 Transportation services: tokens/vouchers |
| | 9 Transportation services: vehicle repair/maintenance |
| | 10 Child Care |
| | 11 General housing stability assistance - emergency supplies |
| | 12 General housing stability assistance - other |
| | 14 Emergency housing assistance |
| | 15 Extended Shallow Subsidy – Rental Assistance |
| Element Type | Program Specific |
| Funder: Program Component | VA: SSVF – Collection required for RRH & Homelessness Prevention |
| Project Type Applicability | 12: Homelessness Prevention 13: PH-Rapid Re-Housing |
| Data Collected About | All Clients receiving financial assistance |
| Collection Point | Occurrence Point (As Provided) |
| Relationship to Enrollment ID (an enrollment) | 0 or more Financial Assistance - SSVF per Enrollment |
| Relationship to Personal ID (a client) | 1 or more Financial Assistance - SSVF per Client |
| System Logic Other System Issues | Financial assistance will be recorded as it is provided. The system must allow for a theoretically unlimited number of records per project stay. Users must be able to edit existing records and delete records entered in error. Financial assistance will be recorded for the head of household (only) unless a specific service is of distinct benefit only to a particular household member. |
| XML | <ServiceFAReferral> |
| CSV | Services |
| 2020 Updates | Added Extended Shallow Subsidy – rental assistance |

V4 Percent of AMI (SSVF Eligibility)

| Header | Instruction |
|---|---|
| Element Name | Percent of AMI (SSVF Eligibility) |
| Field 1 & Responses | Household Income as a Percentage of AMI |
| | 1 Less than 30% |
| | 2 30% to 50% |
| | 3 Greater than 50% |
| Element Type | Program Specific |
| Funder: Program-Component | VA: SSVF – Collection required for RRH & Homelessness Prevention |
| Project Type Applicability | 12: Homelessness Prevention 13: PH-Rapid Re-Housing |
| Data Collected About | Head of Household |
| Collection Point | Project Start |
| Relationship to Enrollment ID (an enrollment) | No more than one Percent of AMI (SSVF Eligibility) per Enrollment |
| Relationship to Personal ID (a client) | One or more Percent of AMI (SSVF Eligibility) per Client |
| System Logic & Other System Issues | System stores collected information as “project start” information and retains for historical purpose. The system may not automatically calculate this field unless the VA Annual Income worksheet is part of the HMIS and the field is calculated from that worksheet. Calculation from Income and Sources is prohibited. |
| XML | <EntrySSVF> |
| CSV | Enrollment |
| 2020 Revision Summary | N/A |

V5 Last Permanent Address

| Header | Instruction |
|---|--|
| Element Name | Last Permanent Address |
| Field 1 & Response | Street Address |
| Field 2 & Response | City |
| Field 3 & Response | State |
| Field 4 & Response | Zip Code |
| Field 5 & Responses | Address Data Quality |
| | 1 Full address reported |
| | 2 Incomplete or estimated address reported |
| | 8 Client doesn't know |
| | 9 Client refused |
| | 99 Data not collected |
| Element Type | Program Specific |
| Funder: Program-Component | HUD: HUD-VASH - Collection required for all components VA: SSVF – Collection required for RRH & Homelessness Prevention |
| Project Type Applicability | 3: PH – Permanent Supportive Housing 12: Homelessness Prevention 13: PH-Rapid Re-Housing |
| Data Collected About | Head of Household |
| Collection Point | Project Start |
| Relationship to Enrollment ID (an enrollment) | No more than one Last Permanent Address per Enrollment |
| Relationship to Personal ID (a client) | One or more Last Permanent Address per Client |

| Header | Instruction |
|-----------------------|--|
| System Logic | System stores collected information as “project start” information and retains for historical purpose. |
| XML | <EntrySSVF> |
| CSV | Enrollment |
| 2020 Revision Summary | N/A |

V6 VAMC Station Number

| Header | Instruction |
|---|--|
| Element Name | VAMC Station Number |
| Field 1 & Response | VAMC Station Number [drop down list of all VAMC Station codes and names] |
| Element Type | Program Specific |
| Funder: Program-Component | <p>HUD: HUD-VASH - Collection required for all components</p> <p>VA: SSVF – Collection required for RRH & Homelessness Prevention</p> <p>VA: GPD: – Collection required for all components</p> <p>VA: CRS Contract Residential Services</p> <p>VA: Community Contract Safe Haven Program</p> |
| Project Type Applicability | <p>1: Emergency Shelter</p> <p>2: Transitional Housing</p> <p>3: PH – Permanent Supportive Housing</p> <p>6: Services Only</p> <p>8: Safe Haven</p> <p>9: PH – Housing Only</p> <p>12: Homelessness Prevention</p> <p>13: PH-Rapid Re-Housing</p> |
| Data Collected About | Head of Household |
| Collection Point | Project Start |
| Relationship to Enrollment ID (an enrollment) | No more than one VAMC Station Number per Enrollment |
| Relationship to Personal ID (a client) | One or more VAMC Station Number per Client |
| System Logic & Other System Issues | <p>Valid VAMC Station Numbers are up to 8 alphanumeric characters and should correspond to the VA service location (as opposed to 3.16 Client Location).</p> <p>SSVF grantees will be provided with station numbers that correspond to their service locations. Station Numbers are provided to vendors through the HMIS Vendor HUB.</p> <p>No information date or data collection stage is required; the effective information date is the Project Start Date and data are only collected at project start.</p> |
| XML | <EntrySSVF> |
| CSV | Enrollment |
| 2020 Revision Summary | <p>Funder: Program Component changes:</p> <p>Added: VA: GPD: Collection required for all components</p> <p>VA: CRS Contract Residential Services</p> <p>VA: Community Contract Safe Haven Program</p> |

V7 SSVF HP Targeting Criteria

| Header | Instruction |
|----------------------|--|
| Field 1 & Responses | Referred by Coordinated Entry or a homeless assistance provider to prevent the household from entering an emergency shelter or transitional housing or from staying in a place not meant for human habitation. |
| 0 | No (0 points) |
| 1 | Yes |
| Field 2 & Responses | Current housing loss expected within... |
| 0 | 0-6 days |
| 1 | 7-13 days |
| 2 | 14-21 days |
| 3 | More than 21 days (0 points) |
| Field 3 & Responses | Current household income is \$0 |
| 0 | No (0 points) |
| 1 | Yes |
| Field 4 & Responses | Annual household gross income amount |
| 0 | 0-14% of Area Median Income (AMI) for household size |
| 1 | 15-30% of AMI for household size |
| 2 | More than 30% of AMI for household size (0 points) |
| Field 5 & Responses | Sudden and significant decrease in cash income (employment and/or cash benefits) AND/OR unavoidable increase in non-discretionary expenses (e.g., rent or medical expenses) in the past 6 months. |
| 0 | No (0 points) |
| 1 | Yes |
| Field 6 & Responses | Major change in household composition (e.g., death of family member, separation/divorce from adult partner, birth of new child) in the past 12 months. |
| 0 | No (0 points) |
| 1 | Yes |
| Field 7 & Responses | Rental Evictions within the Past 7 Years |
| 0 | 4 or more prior rental evictions |
| 1 | 2-3 prior rental evictions |
| 2 | 1 prior rental eviction |
| 3 | No prior rental evictions (0 points) |
| Field 8 & Responses | Currently at risk of losing a tenant-based housing subsidy or housing in a subsidized building or unit. |
| 0 | No (0 points) |
| 1 | Yes |
| Field 9 & Responses | History of Literal Homelessness (street/shelter/transitional housing). |
| 0 | 4 or more times or total of at least 12 months in past three years |
| 1 | 2-3 times in past three years |
| 2 | 1 time in past three years |
| 3 | None (0 points) |
| Field 10 & Responses | Head of household with disabling condition (physical health, mental health, substance use) that directly affects ability to secure/maintain housing. |
| 0 | No (0 points) |
| 1 | Yes |
| Field 11 & Responses | Criminal record for arson, drug dealing or manufacture, or felony offense against persons or property. |
| 0 | No (0 points) |

| Header | Instruction |
|---|--|
| | 1 Yes |
| Field 12 & Responses | Registered sex offender |
| | 0 No (0 points) |
| | 1 Yes |
| Field 13 & Responses | At least one dependent child under age 6 |
| | 0 No (0 points) |
| | 1 Yes |
| Field 14 & Responses | Single parent with minor child(ren) |
| | 0 No (0 points) |
| | 1 Yes |
| Field 15 & Responses | Household size of 5 or more requiring at least 3 bedrooms (due to age/gender mix) |
| | 0 No (0 points) |
| | 1 Yes |
| Field 16 & Responses | Any Veteran in household served in Iraq or Afghanistan |
| | 0 No (0 points) |
| | 1 Yes |
| Field 17 & Responses | Female Veteran |
| | 0 No (0 points) |
| | 1 Yes |
| Field 20 & Response | HP applicant total points (integer) |
| Field 21 & Response | Grantee targeting threshold score (integer) |
| Element Type | Program-Specific |
| Project Type Applicability | 12: Homelessness Prevention |
| Funder: Program-Component | VA: SSVF – Collection required for Homelessness Prevention |
| Data Collected About | Head of Household |
| Collection Point | Project Start |
| Relationship to Enrollment ID (an enrollment) | No more than one SSVF HP Targeting Criteria per Enrollment |
| Relationship to Personal ID (a client) | One or more SSVF HP Targeting Criteria per Client |
| System Logic & Other System Issues | Records must be editable for users to correct data entry errors. There are redundancies between this data element and other data collection, including 3.8 Disabling Condition, 4.2 Income and Sources, V1 Veteran's Information, V4 Percent of AMI (SSVF Eligibility), and data related to household composition. Consistency in responses for this data element and others will be used in evaluation of SSVF data quality. |
| XML | <EntrySSVF> |
| CSV | Enrollment |
| 2020 Revision Summary | N/A |

V8 HUD-VASH Voucher Tracking

| Header | Instruction |
|--|--|
| Element Name | HUD-VASH Voucher Tracking |
| Field 1 & Response | Information date [date field] |
| Field 2 & Responses | Voucher change |
| | 1 Referral package forwarded to PHA |
| | 2 Voucher denied by PHA |
| | 3 Voucher issued by PHA |
| | 4 Voucher revoked or expired |
| | 5 Voucher in use – veteran moved into housing |
| | 6 Voucher was ported locally |
| | 7 Voucher was administratively absorbed by new PHA |
| | 8 Voucher was converted to Housing Choice Voucher |
| | 9 Veteran exited – voucher was returned |
| | 10 Veteran exited – family maintained the voucher |
| | 11 Veteran exited – prior to ever receiving a voucher |
| | 12 Other |
| Dependent A – Dependent to Field 2 & Response 12 | <i>If Other</i> – text box for Specify |
| Element Type | Program Specific |
| Funder: Program-Component | HUD: HUD-VASH – Collection required for HUD/VASH-OTH |
| Project Type Applicability | 3: PH – Permanent Supportive Housing |
| Data Collected About | Head of Household/Veteran |
| Collection Point | Occurrence Point (as provided) |
| Relationship to Enrollment ID (an enrollment) | Zero or more HUD-VASH Voucher Tracking per Enrollment |
| Relationship to Personal ID (a client) | One or more HUD-VASH Voucher Tracking per Client |
| System Logic & Other System Issues | There may be only one response per Information Date. The system must record the appropriate collection stage for each element. Systems must also allow for update information if a change occurs mid-year. Allow corrections for data entry errors at all stages. |
| XML | <ServiceFAReferral> |
| CSV | Services |
| 2020 Revision Summary | Updated Collection Point to be Occurrence Point (as provided) |

V9 HUD-VASH Exit Information

| Header | Instruction |
|--|---|
| Element Name | HUD-VASH Exit Information |
| Field 1 & Responses | Case Management Exit Reason |
| | 1 Accomplished goals and/or obtained services and no longer needs CM |
| | 2 Transferred to another HUD-VASH program site |
| | 3 Found/chose other housing |
| | 4 Did not comply with HUD-VASH CM |
| | 5 Eviction and/or other housing related issues |
| | 6 Unhappy with HUD-VASH housing |
| | 7 No longer financially eligible for HUD-VASH voucher |
| | 8 No longer interested in participating in this program |
| | 9 Veteran cannot be located |
| | 10 Veteran too ill to participate at this time |
| | 11 Veteran is incarcerated |
| | 12 Veteran is deceased |
| | 13 Other |
| Dependent B – Dependent to Field 1 & Response 13 | <i>If Other</i> – text box for Specify |
| Element Type | Program Specific |
| Funder: Program-Component | HUD: HUD-VASH – Collection required for HUD/VASH-OTH |
| Project Type Applicability | 3: PH – Permanent Supportive Housing |
| Data Collected About | Head of Household/Veteran |
| Collection Point | Project Exit |
| Relationship to Enrollment ID (an enrollment) | Zero or one HUD-VASH Exit Information per Enrollment |
| Relationship to Personal ID (a client) | Zero or more HUD-VASH Exit Information per Client |
| System Logic & Other System Issues | The system must record the appropriate collection stage for each element. |
| XML | <ExitVASH> |
| CSV | Exit |
| 2020 Revision Summary | N/A |

METADATA ELEMENTS

The term *metadata* is often defined as ‘data about data.’ Instead of capturing information about a project or a client, Metadata Elements capture information about the data itself: when it was collected, when it was entered into HMIS, who entered it, and which project is responsible for it.

The Metadata Elements are intended to facilitate reporting from HMIS, to simplify the writing of programming specifications, and to provide an audit trail. These elements do not represent an attempt to standardize the way that an HMIS stores data. As long as the HMIS is able to accomplish the purposes identified for the Metadata Elements, the software is not required to use the exact metadata elements listed here. Future programming specifications for reports will reference these Metadata Elements. The Metadata Elements are:

5.01 Date Created

| Header | Instruction |
|------------------------------------|--|
| Element Name | Date Created |
| Field 1 & Response | [date field] |
| Element Type | Metadata |
| Funder: Program-Component | All Programs – All Components |
| Project Type Applicability | All HMIS Project Types |
| Data Collected About | All Records |
| Collection Point | Record Creation |
| System Logic & Other System Issues | <p>HMIS auto-generated. HMIS must have the ability to identify the date on which a record was first created in HMIS for any data element. Data elements that are collected together on a single form may share a single Date Created. HMIS users and system administrators must not have the ability to enter or to modify the information in this Metadata Element.</p> <p>The HMIS must store this metadata for all client-level data elements. It is not necessary that this information be displayed in the user interface of the HMIS, but it must be accessible in the programming of reports. Date Created must not change when a data element is edited. If two client records representing the same person are merged, the earliest Date Created must be retained for data elements for which the HMIS stores only one value per client (e.g., name, SSN, date of birth).</p> |
| XML | XML attribute: DateCreated |
| CSV | <*><DateCreated> (Field collected across multiple files) |
| 2020 Revision Summary | Renumbered from 5.1 to 5.01 |

5.02 Date Updated

| Header | Instruction |
|------------------------------------|--|
| Element Name | Date Updated |
| Field 1 & Response | [date field] |
| Element Type | Metadata |
| Funder: Program-Component | All Programs – All Components |
| Project Type Applicability | All HMIS Project Types |
| Data Collected About | All Data Elements |
| Collection Point | Record Add / Edit |
| System Logic & Other System Issues | <p>HMIS auto-generated. Created by the HMIS when a record for any data element is first created and updated by the HMIS every time the record is saved by an HMIS user.</p> <p>The HMIS must be able to determine, for all data elements, the date on which it was last edited by a user. Each time a user saves data, the HMIS must store the current date as the Date Updated with the data being saved. Data elements that are collected together on a single form may share a single Date Updated. HMIS users or system administrators must not have the ability to enter or to modify the information in this metadata element.</p> |

| Header | Instruction |
|-----------------------|--|
| XML | XML attribute: DateUpdated |
| CSV | <*><DateUpdated> (Field collected across multiple files) |
| 2020 Revision Summary | Re-numbered from 5.2 to 5.02 |

5.03 Data Collection Stage

| Header | Instruction |
|------------------------------------|--|
| Element Name | Data Collection Stage |
| Field 1 & Response | Data Collection Stage |
| | 1 Project start |
| | 2 Project update |
| | 5 Project annual assessment |
| | 3 Project exit |
| | 6 Post exit |
| Element Type | Metadata |
| Funder: Program-Component | All Programs – All Components |
| Project Type Applicability | All HMIS Project Types |
| Data Collected About | All Data Elements with multiple data collection stages |
| Collection Point | Client Data Entry of Specified Elements |
| System Logic & Other System Issues | <p>HMIS auto-generated or HMIS user selected.</p> <p>An HMIS must be able to distinguish between data collected at project start, project update (during a project stay), and at project exit.</p> <p>Data elements that are collected together on a single form may share a single Data Collection Stage.</p> <p>HMIS users should not have the ability to create more than one record per data element at either project start or project exit (e.g., for a single project stay, a client should have one and only one record of Income and Sources identified as project start).</p> <p>The system must allow a user to save a dated record for a client’s annual assessment as an “annual assessment”.</p> <p>The response categories correlate to response categories defined in the XML and CSV specifications.</p> <p>An “annual assessment” is required as noted in the collection stage for some Program Specific Elements. The Annual Assessment must include updating both the head of household’s record and any other family members at the same time.</p> <p>Elements for which a collection point of ‘annual assessment’ is required must be collected at least once annually for each client. An Annual Assessment must occur between months 11 and 13 annually for all HUD funded projects. The <i>Information Date</i> must be no more than 30 days before or after the anniversary of the head of household’s <i>Project Start Date</i>; information must be accurate as of the <i>Information Date</i>. The date range of the Annual Assessment is based entirely around the head of household’s <i>Project Start Date</i>, not on the date of the client’s or head of household’s previous assessment. For all projects which require an annual assessment, data collected as part of an annual assessment must have a <i>Data Collection Stage</i> of ‘annual assessment.’ There should be one and only one record for each data element with a <i>Data Collection Stage</i> of ‘annual assessment’ within the 60-day period surrounding the anniversary of the head of household’s <i>Project Start Date</i>. Regardless of whether the responses have changed since project start or the previous annual assessment, a new record must be created for each annual assessment such that it is possible to view a history, by date, of the values for each data element.</p> |
| XML | XML attribute: DataCollectionStage |
| CSV | <*><DataCollectionStage> (Field collected across multiple files) |
| 2020 Revision Summary | Re-numbered from 5.3 to 5.03 |

5.04 Information Date

| Header | Instruction |
|------------------------------------|---|
| Element Name | Information Date |
| Field 1 & Response | [date field] |
| Element Type | Metadata |
| Funder: Program-Component | All Programs – All Components |
| Project Type Applicability | All HMIS Project Types |
| Data Collected About | As Specified in Data Element Definitions |
| Collection Point | Client Program-Specific Data Entry |
| System Logic & Other System Issues | <p>This Metadata Element is a hybrid in that it pertains to the client data and not directly to the client, but it will be entered in HMIS by users.</p> <p>Throughout the Data Dictionary this Metadata Element has been added to the data elements where it applies (e.g. Income and Sources, with Response 1 Information Date). The metadata element is included here to provide further information for HMIS vendors and system administrators.</p> <p>Data that is collected only at initial HMIS project start (e.g., Name, Social Security Number) does not require an Information Date.</p> <p>Data that is collected only at project start or only at project exit, may be assumed to have an Information Date that matches the Project Start Date or Project Exit Date, respectively or an HMIS may require that a user specify the date.</p> <p>Data elements that are collected together on a single form may share a single Information Date.</p> <p>This Metadata Element is applicable to all elements which can change over time.</p> |
| XML | XML attribute: InformationDate |
| CSV | <*><InformationDate> (Field collected across multiple files) |
| 2020 Revision Summary | Re-numbered from 5.4 to 5.04 |

5.05 Project Identifier

| Header | Instruction |
|------------------------------------|---|
| Element Name | Project Identifier |
| Field 1 & Response | Project Identifier (2.02) of the project that entered or edited the data |
| Element Type | Metadata |
| Funder: Program-Component | All Programs – All Components |
| Project Type Applicability | All HMIS Project Types |
| Data Collected About | Specified Data Elements |
| Collection Point | Record Add / Edit |
| System Logic & Other System Issues | <p>HMIS auto-generated or HMIS user selected.</p> <p>Data elements that are collected together on a single form may share a single Project Identifier. In order to report on data quality on a project's report, it is first necessary to establish that the project in question was responsible for the data.</p> <p>This is a basic requirement that assumes a simple relationship between clients and projects. In circumstances where one project may be responsible for entering data that would appropriately appear on another project's required report (e.g., a central intake point), it may be necessary to create a more sophisticated method to establish responsibility for the data entered.</p> |
| XML | Unique Identifier: ProjectID |
| CSV | <*><ProjectID> (Field collected across multiple files) |
| 2020 Revision Summary | Re-numbered from 5.5 to 5.05 |

5.06 Enrollment Identifier

| Header | Instruction |
|------------------------------------|---|
| Element Name | Enrollment Identifier |
| Field 1 & Response | A unique project start identifier used to associate data with a particular period of service. |
| Element Type | Metadata |
| Funder: Program-Component | All Programs – All Components |
| Project Type Applicability | All HMIS Project Types |
| Data Collected About | All Enrollment Level Data |
| Collection Point | Record Add |
| System Logic & Other System Issues | <p>HMIS auto-generated.</p> <p>The data element should be created by the HMIS at the time that the record of a project start is first entered into HMIS and should be stored with any data that pertains to that particular period of service.</p> <p>Data elements that are collected together on a single form may share a single Enrollment Identifier. An HMIS should be able to correlate data to a specific project stay.</p> <p>This metadata element must be stored with all elements identified in this document as having a collection point “Project Start”.</p> |
| XML | Unique Identifier: EnrollmentID |
| CSV | <*><EnrollmentID> (Field collected across multiple files) |
| 2020 Revision Summary | Renumber from 5.6 to 5.06. Change in name: ID to Identifier for consistency. May be shortened to ID locally and for other purposes. |

5.07 User Identifier

| Header | Instruction |
|------------------------------------|---|
| Element Name | User Identifier |
| Field 1 & Response | A unique ID used to associate data with the user who entered and/or edited it |
| Element Type | Metadata |
| Funder: Program-Component | All Programs – All Components |
| Project Type Applicability | All HMIS Project Types |
| Data Collected About | All Records |
| Collection Point | All Data Entry |
| System Logic & Other System Issues | <p>HMIS generated.</p> <p>Each authorized user of an HMIS must have a unique identifier stored in the HMIS. Every time data is entered or edited in HMIS, the HMIS must keep a record of which user entered or edited the data based on the credentials supplied at the time of login.</p> <p>The data element should be stored with any Universal or Program-Specific Data Element entered or edited in an HMIS.</p> <p>It must be possible to determine, for all client-level data, which user entered it in HMIS. Each time a user saves data, the HMIS must store the User Identifier of that user with the data being saved.</p> <p>Data elements that are collected together on a single form may share a single User Identifier.</p> <p>HMIS users must not have the ability to enter or to modify the information in this Metadata Element.</p> <p>If a data element is edited, the system must retain the original value, along with the User Identifier of the user who entered it, in addition to storing the new value and the User Identifier of the editing user.</p> |
| XML | XML attribute: UserID |
| CSV | <*><UserID> (Field collected across multiple files) |
| 2020 Revision Summary | Re-numbered from 5.7 to 5.07 New file User.csv. |

5.08 Personal Identifier

| Header | Instruction |
|------------------------------------|--|
| Element Name | Personal Identifier |
| Field 1 & Response | Personal ID (HMIS Generated) |
| Element Type | Metadata |
| Funder: Program-Component | All Programs – All Components |
| Project Type Applicability | All HMIS Project Types |
| Data Collected About | All Clients |
| Collection Point | Record Creation |
| System Logic & Other System Issues | <p>Generate one. A Personal ID is an automatically generated identifier created by the HMIS application. A Personal ID must be permanent and unique to a single individual within an HMIS implementation.</p> <p>A Personal ID must be created, but there is no required format if there is a single unique Personal ID for every client and it contains no personally identifying information.</p> <p>The Personal ID must be able to be attached to the same individual when served by multiple projects.</p> <p>There is a one-to-one relationship between Personal ID and 3.01 Name, 3.02 Social Security Number, 3.03 Date of Birth, 3.04 Race, 3.05 Ethnicity, 3.06 Gender, and 3.07 Veteran Status.</p> <p>Search functionality must exist to facilitate linkage of the same person with their Personal ID as they are served by different projects within the continuum. There are multiple ways to accomplish this. The recommended method of search by users for clients in open record systems is for users to enter a combination of personal identifying information (Name, SSN, Date of Birth, and/or Gender) into the HMIS application and have the application search for matching records. If a match is found and a Personal ID is retrieved, the same Personal ID will be assigned to the client, i.e. the same record is used. If no matches are found, a new automatically generated Personal ID is assigned to the client. Variations or other methods may also be utilized by vendors if the system is designed to mitigate duplicate record entry.</p> <p>HMIS must have functionality to allow the HMIS Lead to de-duplicate multiple records with distinct Personal ID's that are identified as representing the same individual based on identifying information.</p> |
| XML | <Client><PersonalID> |
| CSV | Client |
| 2020 Revision Summary | Re-numbered from 5.8 to 5.08. Change in name: ID to Identifier for consistency. May be shortened to ID locally and for other purposes. |

5.09 Household Identifier

| Header | Instruction |
|------------------------------------|--|
| Element Name | Household Identifier |
| Field 1 & Response | Household ID (HMIS Generated) |
| Element Type | Metadata |
| Funder: Program-Component | All Programs – All Components |
| Project Type Applicability | All HMIS Project Types |
| Data Collected About | All Clients |
| Collection Point | Project Start |
| System Logic & Other System Issues | <p>A Household ID will be assigned to each household at each project start and applies for the duration of that project stay to all members of the household served.</p> <p>The Household ID must be automatically generated by the HMIS application to ensure that it is unique. The Household ID has no meaning beyond a single “household enrollment”; it is used in conjunction with the Project ID, Project Start Date, and Project Exit Date to link records for household members together and indicate that they were served together.</p> <p>The Household ID is to be unique to the household stay in a project; reuse of the identification for the same or similar household upon readmission into the project is unacceptable.</p> <p>Persons may join a household with members who have already begun a project start or may leave a project although other members of the household remain in the project. A common Household ID must be assigned to each member of the same household. Persons in a household (either adults or children) who are not present when the household initially applies for assistance and later join the household should be assigned the same Household ID that links them to the rest of the persons in the household. The early departure of a household member would have no impact on the Household ID. A household member who leaves and returns to the same household while others in the household remain enrolled should be reassigned the same HouseholdID as that member’s earlier enrollment.</p> <p>An HMIS may, but is not required to, utilize a Global Household ID at record creation upon initial entry into an HMIS based on the person(s) presenting together as a household at the time of initial entry. A Global Household ID is a value which spans an entire HMIS implementation representing a collection of persons who have been in a household together. Assignment of a client in or out of a global household at a specific project need not immediately affect the client’s data at other projects. If, for example, one household member exits from a household in project A and that household is also being served in project B, there is no requirement to alter the household configuration at project B.</p> |
| XML | <Enrollment><HouseholdID> |
| CSV | Enrollment |
| 2020 Revision Summary | Renumber from 5.9 to 5.09. Change in name: ID to Identifier for consistency. May be shortened to ID locally and for other purposes. |

REQUIRED COLLECTION POINTS AND METADATA ELEMENTS TABLE SUMMARY

Required Collection Points

Users must be able to enter each data element at the appropriate point in time, as identified in each individual data element definition and summarized in the table below.

Data Elements with Multiple Collection Points

- Data elements with multiple collection points must be recorded with *5.03 Data Collection Stage*.
- There may be no more than one record per *Enrollment ID* of any multiple-point data element with a *Data Collection Stage* of 'project start' or 'project exit.'
- Users must be able to create a theoretically infinite number of records per *Enrollment ID* with a data collection stage of 'update' or 'annual assessment' for multiple-point data elements.

Data Elements with a Single Collection Point

- Data elements with a single collection point may be recorded with *5.03 Data Collection Stage*, but it is not required.
- There may be no more than one record per *Enrollment ID* of any data element collected only at project start, only at project exit, or only post-exit.
- Users must be able to create a theoretically infinite number of records per *Enrollment ID* for single-point data elements with a plain 'X' in the 'Update / Occurrence Point' column in the table below.
- There may be no more than one record per *Enrollment ID* for single-point data elements with 'X (0...1)' in the 'Update / Occurrence Point' column in the table below.

Base Metadata

5.01 Date Created, *5.02 Date Updated*, and *5.07 User Identifier* are not shown in the table below; these base metadata elements are required for every data element. Data elements collected on a single form / stored as fields in one record of a table may share a single set of this base metadata as long as the data elements, as they are defined by this Dictionary, are collected at the same point.

Example 1: Personal ID, SSN, Date of Birth, Race, Ethnicity, Gender, Veteran Status, and Veteran Information all exist at the same level / have a one-to-one relationship with one another. They may share a Date Created, Date Updated, and User ID.

Example 2: Project Start Date and Project Exit Date both have a one-to-one relationship with Enrollment ID but have different collection points. To evaluate timeliness of data entry, Project Start Date and Project Exit Date must have separate base metadata elements.

Project Identifier, Personal ID, and Household ID

Because *3.10 Project Start Date* initiates an enrollment, the creation of this data element is assumed to also create *5.06 Enrollment ID*. Along with the *Enrollment ID*, *Project Start Date* must also be associated with *5.05 Project Identifier*, *5.08 Personal ID*, and *5.09 Household ID*. The relationship of each of these metadata elements to *Enrollment ID* is one-to-one. Every record for any enrollment-related data element (e.g., every data element requiring *Enrollment ID*) is associated with a single project, client, and household through the *Enrollment ID*.

| DE | Element | Collection Points | | | | | | Required Metadata Elements | |
|-------|------------------------------------|-------------------|---------------|-----------------------------|-------------------|--------------|-----------|----------------------------|-----------------------|
| | | Record Creation | Project Start | Update/ Occurrence Point | Annual Assessment | Project Exit | Post-Exit | Enrollment ID | Data Collection Stage |
| 3.01 | Name | X | | | | | | | |
| 3.02 | Social Security Number | X | | | | | | | |
| 3.03 | Date of Birth | X | | | | | | | |
| 3.04 | Race | X | | | | | | | |
| 3.05 | Ethnicity | X | | | | | | | |
| 3.06 | Gender | X | | | | | | | |
| 3.07 | Veteran Status | X | | | | | | | |
| 3.08 | Disabling Condition | | X | | | | | X | |
| 3.10 | Project Start Date ¹ | | X | | | | | X | |
| 3.11 | Project Exit Date | | | | | X | | X | |
| 3.12 | Destination | | | | | X | | X | |
| 3.15 | Relationship to Head of Household | | X | | | | | X | |
| 3.16 | Client Location | | X | X | | | | X | X |
| 3.20 | Housing Move-In Date | | | X (0...1) | | | | X | |
| 3.917 | Prior Living Situation (A) and (B) | | X | | | | | X | |
| 4.02 | Income and Sources | | X | X | X | X | | X | X |
| 4.03 | Non-Cash Benefits | | X | X | X | X | | X | X |
| 4.04 | Health Insurance | | X | X | X | X | | X | X |
| 4.05 | Physical Disability | | X | X | | X | | X | X |
| 4.06 | Developmental Disability | | X | X | | X | | X | X |
| 4.07 | Chronic Health Condition | | X | X | | X | | X | X |
| 4.08 | HIV/AIDS | | X | X | | X | | X | X |
| 4.09 | Mental Health Problem | | X | X | | X | | X | X |
| 4.10 | Substance Abuse | | X | X | | X | | X | X |
| 4.11 | Domestic Violence | | X | X | | | | X | X |
| 4.12 | Current Living Situation | | | X | | | | X | |
| 4.13 | Date of Engagement | | | X (0...1) | | | | X | |
| 4.14 | Bed-Night Date | | | X | | | | X | |
| 4.19 | Coordinated Entry Assessment | | | X | | | | X | |
| 4.20 | Coordinated Entry Event | | | X | | | | X | |
| W1 | Services Provided - HOPWA | | | X | | | | X | |
| W2 | Financial Assistance - HOPWA | | | X | | | | X | |

| DE | Element | Collection Points | | | | | | Required Metadata Elements | |
|-----|--|-------------------|---------------|-----------------------------|-------------------|--------------|-----------|----------------------------|-----------------------|
| | | Record Creation | Project Start | Update/ Occurrence Point | Annual Assessment | Project Exit | Post-Exit | Enrollment ID | Data Collection Stage |
| W3 | Medical Assistance | | X | X | | X | | X | X |
| W4 | T-cell (CD4) and Viral Load | | X | X | X | X | | X | X |
| W5 | Housing Assessment at Exit | | | | | X | | X | |
| P1 | Services Provided-PATH Funded | | | X | | | | X | |
| P2 | Referrals Provided - PATH | | | X | | | | X | |
| P3 | PATH Status | | | X (0...1) | | | | X | |
| P4 | Connection with SOAR | | X | X | X | X | | X | X |
| R1 | Referral Source | | X | | | | | X | |
| R2 | RHY-BCP Status | | X | X (0...1) | | | | X | |
| R3 | Sexual Orientation | | X | | | | | X | |
| R4 | Last Grade Completed | | X | | | X | | X | X |
| R5 | School Status | | X | | | X | | X | X |
| R6 | Employment Status | | X | | | X | | X | X |
| R7 | General Health Status | | X | | | X | | X | X |
| R8 | Dental Health Status | | X | | | X | | X | X |
| R9 | Mental Health Status | | X | | | X | | X | X |
| R10 | Pregnancy Status | | X | X | | | | X | X |
| R11 | Formerly a Ward of Child Welfare or Foster Care Agency | | X | | | | | X | |
| R12 | Formerly a Ward of Juvenile Justice System | | X | | | | | X | |
| R13 | Family Issues | | X | | | | | X | |
| R14 | RHY Service Connections | | | X | | | | X | |
| R15 | Commercial Sexual Exploitation | | | | | X | | X | |
| R16 | Labor Exploitation | | | | | X | | X | |
| R17 | Project Completion Status | | | | | X | | X | |
| R18 | Counseling | | | | | X | | X | |
| R19 | Safe and Appropriate Exit | | | | | X | | X | |
| R20 | Aftercare Plans | | | | | | X | X | |
| U1 | Worst Housing Situation | | X | | | | | X | |
| V1 | Veteran's Information ² | X | | | | | | X | |

| DE | Element | Collection Points | | | | | | Required Metadata Elements | |
|----|-----------------------------------|-------------------|---------------|-----------------------------|-------------------|--------------|-----------|----------------------------|-----------------------|
| | | Record Creation | Project Start | Update/ Occurrence Point | Annual Assessment | Project Exit | Post-Exit | Enrollment ID | Data Collection Stage |
| V2 | Services Provided - SSVF | | | X | | | | X | |
| V3 | Financial Assistance - SSVF | | | X | | | | X | |
| V4 | Percent of AMI (SSVF Eligibility) | | X | | | | | X | |
| V5 | Last Permanent Address | | X | | | | | X | |
| V6 | VAMC Station Number | | X | | | | | X | |
| V7 | SSVF HP Targeting Criteria | | X | | | | | X | |
| V8 | HUD-VASH Voucher Tracking | | X | X | | X | | X | X |
| V9 | HUD-VASH Exit Information | | | | | X | | X | |

Appendix A - Living Situation Option List

| Field # | Response | Prior Living Situation (3.917) | Current Living Situation (4.12) | Destination (3.12) |
|---------------|---|--------------------------------|---------------------------------|--------------------|
| Header | Homeless Situations | | | |
| 16 | Place not meant for habitation (e.g., a vehicle, an abandoned building, bus/train/subway station/airport or anywhere outside) | X | X | X |
| 1 | Emergency shelter, including hotel or motel paid for with emergency shelter voucher, or RHY-funded Host Home shelter | X | X | X |
| 18 | Safe Haven | X | X | X |
| Header | Institutional Situations | | | |
| 15 | Foster care home or foster care group home | X | X | X |
| 6 | Hospital or other residential non-psychiatric medical facility | X | X | X |
| 7 | Jail, prison or juvenile detention facility | X | X | X |
| 25 | Long-term care facility or nursing home | X | X | X |
| 4 | Psychiatric hospital or other psychiatric facility | X | X | X |
| 5 | Substance abuse treatment facility or detox center | X | X | X |
| Header | Temporary and Permanent Housing Situations | | | |
| 29 | Residential project or halfway house with no homeless criteria | X | X | X |
| 14 | Hotel or motel paid for without emergency shelter voucher | X | X | X |
| 2 | Transitional housing for homeless persons (including homeless youth) | X | X | X |
| 32 | Host Home (non-crisis) | X | X | X |
| 13 | Staying or living with friends, temporary tenure (e.g. room, apartment or house) | | | X |
| 36 | Staying or living in a friend's room, apartment or house | X | X | |
| 12 | Staying or living with family, temporary tenure (e.g. room, apartment or house) | | | X |
| 22 | Staying or living with family, permanent tenure | | | X |
| 35 | Staying or living in a family member's room, apartment or house | X | X | |
| 23 | Staying or living with friends, permanent tenure | | | X |
| 26 | Moved from one HOPWA funded project to HOPWA PH | | | X |
| 27 | Moved from one HOPWA funded project to HOPWA TH | | | X |
| 28 | Rental by client, with GPD TIP housing subsidy | X | X | X |
| 19 | Rental by client, with VASH housing subsidy | X | X | X |
| 3 | Permanent housing (other than RRH) for formerly homeless persons | X | X | X |
| 31 | Rental by client, with RRH or equivalent subsidy | X | X | X |
| 33 | Rental by client, with HCV voucher (tenant or project based) | X | X | X |
| 34 | Rental by client in a public housing unit | X | X | X |
| 10 | Rental by client, no ongoing housing subsidy | X | X | X |
| 20 | Rental by client, with other ongoing housing subsidy | X | X | X |
| 21 | Owned by client, with ongoing housing subsidy | X | X | X |
| 11 | Owned by client, no ongoing housing subsidy | X | X | X |
| Header | Other | | | |
| 30 | No exit interview completed | | | X |
| 17 | Other | | X | X |
| 24 | Deceased | | | X |
| 37 | Worker unable to determine | | X | |
| 8 | Client doesn't know | X | X | X |
| 9 | Client refused | X | X | X |
| 99 | Data not collected | X | X | X |