HMIS Test Environment

Full COC APR Testing Kit for Vendors

This test kit is designed for the use of HMIS Software Providers in testing the programming of the Annual Progress Report (APR) as detailed in HMIS Programming Specifications for the HUD: Continuum of Care APR – September, 2015 Version 1.3. The kit contains APR-related data for a variety of “dummy” clients. It is designed to simulate “real-world” scenarios and includes a range of data collection stages and varying levels of data completeness.

The Test Kit includes a dataset for one project in the following HMIS project types:

* Transitional Housing (TH)
* Permanent Housing (PH) – which may be used for either a PSH or RRH project type.
* Services Only – which generates a Services Only – with Housing Outcomes APR
* Street Outreach (SO)

The test kit is provided in a zipped folder containing a folder for each Project Type with subfolders including:

1. Data Sets containing all APR relevant data for each client (Excel Macro-Enabled Worksheet). The naming convention is firstname\_lastname\_clientID
2. CSV 4.1 file for the 1/1/2014-12/31/2014 date range *(note: clientID equals personalID in the CSV export)*
3. A PDF copy of the 2015 APR report in both Aggregate and Details (client level) mode for calendar year 2014 as generated from the HMIS Data Lab.

# Instructions

## Data input:

1. Hand enter all of the clients from the data sets into the appropriate project type in your test system. There is a file for each primary client and each accompanying household member, as appropriate.

The data sets have been developed to include the household and project scenarios that have been identified as common problem areas for programmers to code in the APR. All fields are based on the *2014 HMIS Data Standards version 3.0.* Of the new or modified data elements, only changes to 3.17 (Time on Streets/Shelter) and 4.11 (Domestic Violence) are incorporated in these data sets.

**-OR-**

1. Import the CSV file. The CSV export files are created using version 4.1 and are based on the *2014 HMIS Data Standards version 3.0*.

Note: To successfully run a test of your system’s APR with this kit, you must enter all of the data contained in this test kit. Failure to add some of the clients or household members will generate different APR results and will not enable you to compare your results to the Sample APR contained in this package.

## Testing for an APR programmed directly into your HMIS:

1. Generate the APRs from your system on the test data for each project type for the January 1, 2014 to December 31, 2014 date range.
2. Compare your APR output to that of the APRs contained in this test kit.
3. If the APR’s match exactly – the test is complete. If they do not match exactly, look at the APR in the test kit generated in “details” mode to identify which of your client’s data did not appear on your APR to help determine the source of the error.

This test kit, with the exact same dummy data, was provided to all HMIS vendors. If your software does not contain the fields necessary to enter all of the data in the test kit, you will not be able to generate an APR.

If you have questions related to the programming of the APR or information contained in this test kit please post those at [www.HUDExchange.info](http://www.HUDExchange.info). Be sure to select HMIS Organization under “I am a…” as you register to ensure the questions is directed to the HMIS Help Desk.