



Point-in-Time (PIT) Count Office Hours

The session will begin shortly.

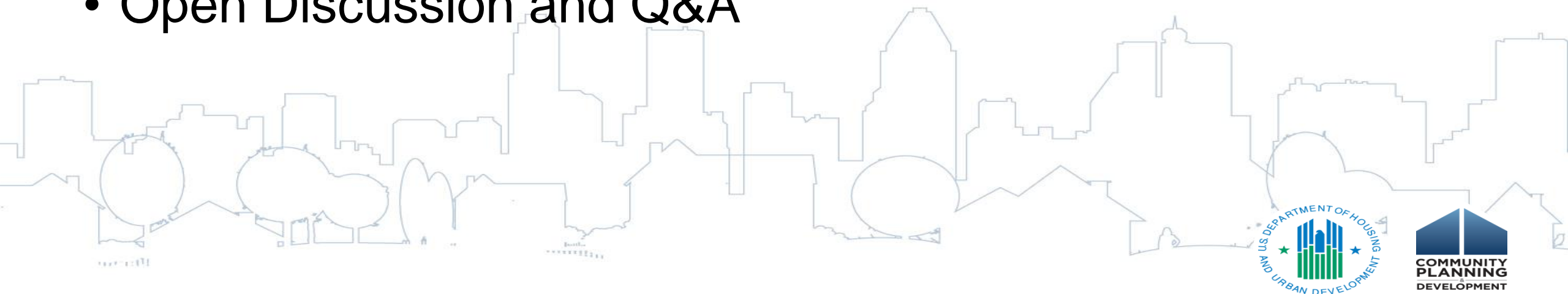
January 15, 2020

2:00-3:30pm ET



Agenda

- Introductions & Housekeeping
- PIT Count/HIC Reporting & HMIS Data Quality
- Commonly Asked PIT Count & HIC AAQs
- Open Discussion and Q&A



Introductions

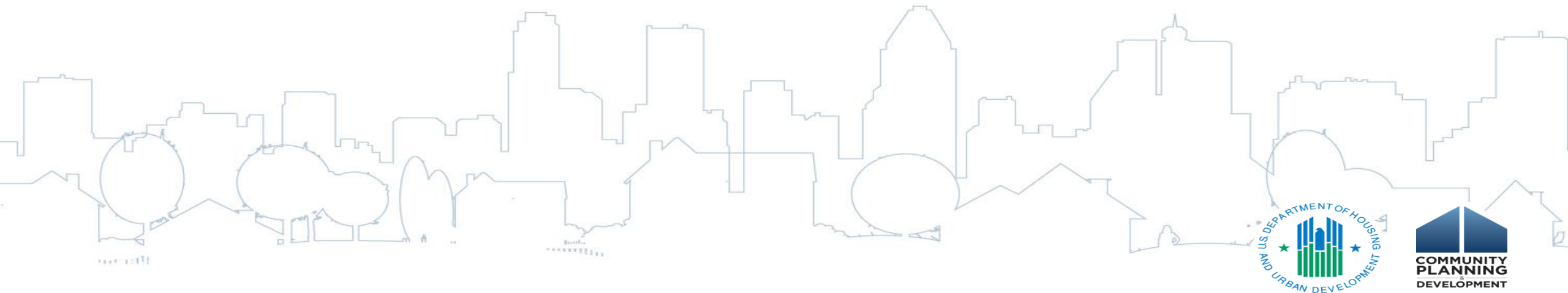
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Upcoming Dates

- **PIT Count:** Last 10 days of January
- **Updated PIT/HIC Data Submission Guidance Released:** By end of February 2020 (the 2019 version is available [here](#))
- **HDX 1.0 Open for 2020 PIT Count/HIC Data Submission*:** Mid-March 2020 through April 30, 2020.
- **Follow-Up PIT Count/HIC Data Cleaning:** Spring/Summer 2020

**For more details on the annual reporting timeline:*
[Annual Reporting Submission Calendar for CoCs](#)

PIT Count/HIC Reporting & HMIS Data Quality



Using HMIS Data for System-wide Reporting: Client Enrollments

The HMIS Lead must identify and merge duplicate records

- HMIS application must have functionality to de-duplicate records.

Only data associated with valid enrollments in continuum projects are included in systemwide reporting

- Minimum req for a valid enrollment: *EntryDate*, *PersonalID*, *ProjectID*, *HouseholdID*, valid *RelationshipToHoH*, and *EnrollmentCoC* associated with HoH's *EnrollmentID*.
- Data not associated with a valid enrollment – e.g. a bed nights without a valid enrollment – are going to be excluded from most systemwide reporting.

For any given *HouseholdID*, there must be exactly one enrollment record where *RelationshipToHoH* = 1 (“self”). Otherwise:

- Those enrollments may be excluded from systemwide reporting (and will definitely be excluded from LSA reporting).



Using HMIS Data for System-wide Reporting: Client Enrollments

For ES, SH, TH, an *ExitDate* must be at least one day later than the *EntryDate*. Otherwise:

- Those enrollments will be excluded from systemwide reporting.

Clients with RRH enrollments in the report period where *MoveInDate* is equal to the *ExitDate* will be counted as housed in RRH during the report period.

Clients with PSH enrollments in the report period where *MoveInDate* is equal to the *ExitDate* will not be counted as housed in PSH during the report period.

For night-by-night ES, an *ExitDate* must be one day after the last recorded bed night. Otherwise:

- Reporting may need to use an effective exit date of [last bed night + 1].
- *Destination* would then be reported as unknown, even if you recorded a known destination with a later exit date.



Using HMIS Data for System-wide Reporting: Client Enrollments

Night-by-night ES clients are to be auto-exited after an extended period without a bed night. For any night-by-night ES enrollment where the most recent bed night is 90 or more days prior to ReportEnd and there is no record of an exit:

- LSA reporting procedures will use an effective exit date of [last bed night + 1].
- *Destination* will be reported as unknown, if applicable.

Enrollments are effectively terminated when a project ceases operation. If there are enrollments that remain open after a project's *OperatingEndDate* – i.e., do not have an exit date or have an exit date that is later than the project end date:

- Some reporting procedures (including LSA) will use the operating end date as the effective exit date.
- *Destination* will be reported as unknown, if applicable.



Using HMIS Data for System-wide Reporting: Project Setup

LSA versus HIC

- We will continue to compare LSA with the HIC because with the project start and end dates, along with inventory start and end dates and the fact that both participating and non-participating projects are supposed to be in HMIS, we should be able to calculate the inventory on the date of each CoC's HIC from their HMIS records.

Bed and Unit Inventory

- Remember: in HMIS and for reporting, dedicated beds refer to the beds dedicated for the population group AND their household members
- Clean-up: Seasonal beds must have an end date or they'll trigger a flag in longitudinal reporting like LSA
- Clean-up: You can't have units>beds
- Clean-up: Make sure every ES project has a bed type
- Clean-up: Start and end dates for both PROJECTS and INVENTORY records. Active projects with no active inventory records will cause reporting issues



Using HMIS Data for System-wide Reporting: Project Setup

Geography in HMIS

- Clean up: Missing geo and ZIP codes, unrecognized codes, codes in the wrong format, or codes outside the CoC geography
- Clean up: More than one of the same CoC Code for a single project

HMIS Project Participation

- Clean up: A project with clients served during the reporting period but the PDDEs say that it doesn't participate in HMIS

Missing client-assigned Project Data in HMIS

- Clean up: Generally make sure all PDDEs are complete for all projects in your HIC, whether or not they participate in HMIS by collecting client-level data. Projects missing PDDEs will cause reporting issues for both the project AND the clients in those projects



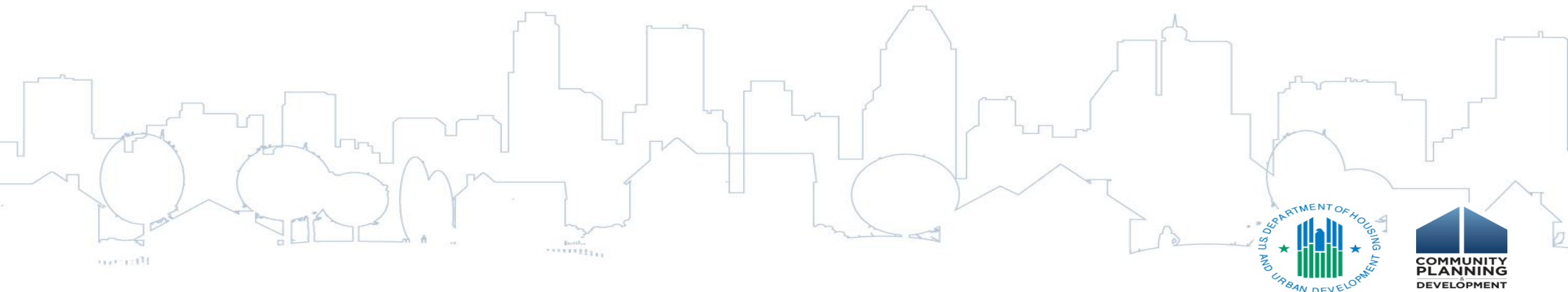
Using HMIS Data for System-wide Reporting: Project Setup

Funding Sources & Inventory in HMIS

- Clean up: Projects with dedicated funding sources (e.g. VA or RHY) and zero such dedicated beds will create issues

Funding Sources & Project Types in HMIS

- Clean up: Incompatible funding sources in a single project will create issues



Using HMIS Data for System-wide Reporting: Reporting RRH in the HIC

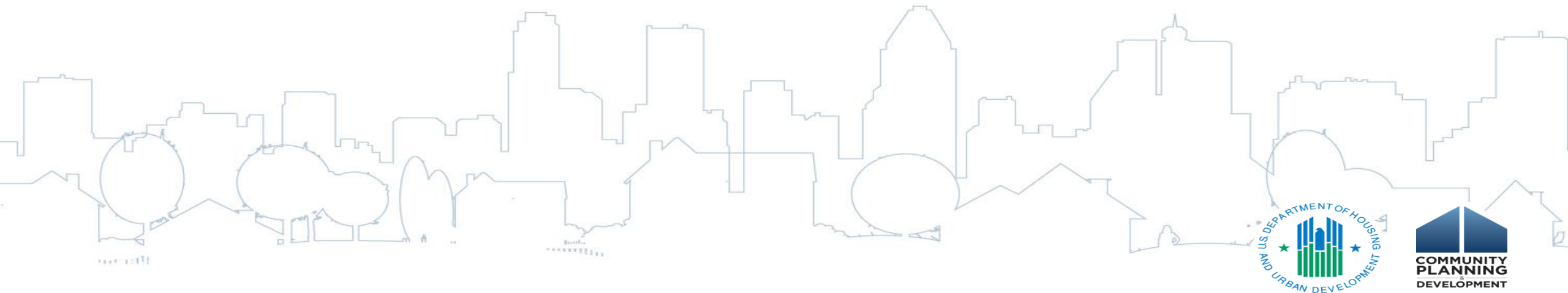
Reporting RRH is confusing, so HUD created a one-pager to help CoCs understand the following distinctions and how each is used in reporting. The “Occupied Units” category is most relevant to the HIC. Please review the linked document for full details.

	HMIS-Participating Projects	Non-HMIS-Participating Projects
Occupied Units	Occupied RRH beds/units for HMIS Participating projects	Occupied RRH beds/units for non-HMIS Participating projects
Available Units	Available RRH slots for HMIS Participating projects	Available RRH slots for non-HMIS Participating projects

Link: [Record-Report RRH Bed Inventories](#)



Common PIT Count & HIC AAQs



Common AAQ: 2020 Data Standards – Impact on the HIC and HDX 1.0

Question: The [2019 HIC/PIT Count Data Collection Notice](#) requires CoCs to report “transgender” as a single gender category. The [2020 HMIS Data Standards](#) break out “Trans Female(MTF or Male to Female)” and “Trans Male(FTM or Female to Male)” into different categories. How should CoCs report people identifying as transgender in the PIT count?

Answer: Follow the PIT count requirements stated in the *Notice* when reporting PIT count data. Include all people identifying as transgender in one category in the PIT count. If pulling data from HMIS, combine the MTF and FTM data elements to report on all people identifying as transgender in one category in your PIT count submission.

Common AAQ: 2020 Data Standards – Impact on the HIC and HDX 1.0

Question: The 2020 HMIS Data Standards include changes that seem relevant to HIC reporting in the HDX 1.0:

- Victim service provider information is now reported at the agency level, rather than the project level.
- Data element 2.07 includes a different list of dedicated bed categories

Will these changes impact HIC reporting?

Answer: VSP data will move to the agency level from the project level. Reporting on dedicated bed inventory on the HIC has not changed. **The crosswalk on the next slide outlines how to account for dedicated beds in the HIC using 2020 data standards.** HUD will release updated PIT count and HIC data submission guidance before the HDX 1.0 opens for reporting.

HIC & HMIS Dedicated Beds Crosswalk

HIC

HMIS

Total Beds	<ul style="list-style-type: none"> • Data element 2.07 field 14 (or sum of fields 7, 8, 9, 10, 11, 12, 13, which is expected to equal the value in field 14)
Total Units	<ul style="list-style-type: none"> • Data element 2.07 field 15
Beds dedicated to Veterans	<ul style="list-style-type: none"> • Sum of data element 2.07 fields 7, 8, & 9 <ul style="list-style-type: none"> ○ Beds dedicated to chronically homeless veterans (integer) ○ Beds dedicated to youth-veterans (integer) ○ Beds dedicated to any other veteran (integer)
Beds dedicated to Youth	<ul style="list-style-type: none"> • Sum of fields 8, 10 & 11 <ul style="list-style-type: none"> ○ Beds dedicated to youth-veterans (integer) ○ Beds dedicated to chronically homeless youth (integer) ○ Beds dedicated to any other youth (integer)
Beds dedicated to CH	<ul style="list-style-type: none"> • Sum of fields 7, 10 & 12 <ul style="list-style-type: none"> ○ Beds dedicated to chronically homeless veterans (integer) ○ Beds dedicated to chronically homeless youth (integer) ○ Beds dedicated to any other CH

Common AAQ: 2020 Census

Question: What data can and should CoCs provide to regional 2020 Census enumerators?

Answer:

- Follow your CoC's written policies and procedures around data sharing
- HUD has encouraged Census to reach out to CoCs to ensure people experiencing homelessness are counted, but engagement may vary by region.
- Consider providing the most recent Housing Inventory Count (HIC) to identify ES and TH locations.
- Street outreach teams can provide Census teams with ideas on where to dedicate resources for counting people in unsheltered locations.

Common AAQ: 2020 Census

Question: Can we change the date of our PIT count to align with 2020 Census activities?

Answer: No. While HUD highly values the opportunity to support and engage with the Census, HUD cannot grant exceptions to allow the PIT count timeline to align with the Census because:

- The Census timeline is too late (March/April) for PIT count numbers to be comparable from year to year
- Pushing the PIT count to March/April would affect HUD's timeline for analyzing 2020 PIT count data in time for annual appropriations processes

Common AAQ: Extrapolation

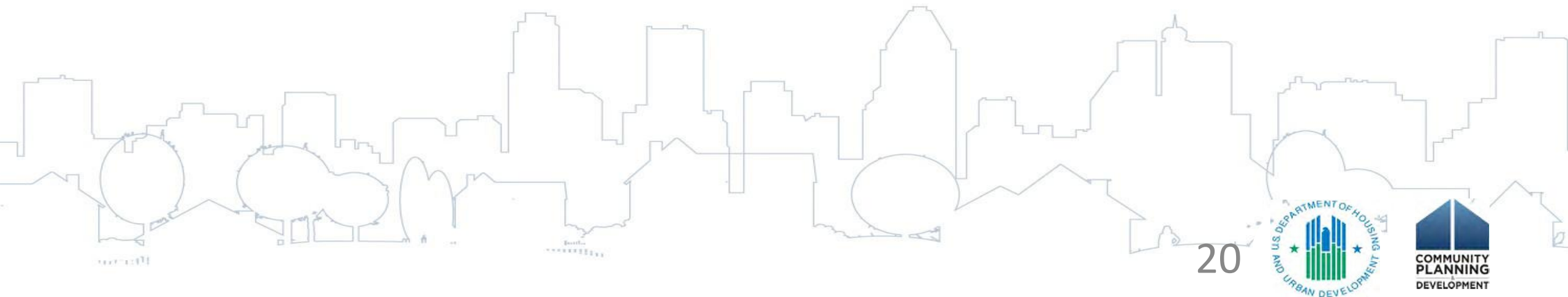
Question: My CoC covers a large geographic area. How can we ensure we are conducting an accurate PIT count? Do we have to extrapolate our data if we do not do a complete coverage PIT count?

Answer: CoCs are required to report to HUD a count of all people experiencing homelessness on the night of the PIT count, which requires data extrapolation to account for those who may be residing in areas not canvassed by PIT count enumerators. These resources may help inform your PIT count strategy:

- [PIT Count Methodology Guide](#), Section 2.
- PIT Count Data Extrapolation Tool, an Excel file linked [here](#)

Open Discussion and Q&A

What questions do you have about PIT count and HIC planning, implementation, analysis, and reporting?



Additional PIT Count & HIC Resources

[PIT Count & HIC Guides, Tools, and Webinars](#) landing page on the HUD Exchange, featuring:

- [PIT Count Methodology Guide](#)
- [PIT Count Standards & Methodologies Training](#)
- ***NEW*** [PIT Count Volunteer Training Toolkit](#)
- [PIT Count Implementation Tools](#)
- [Model PIT Count Survey Tools](#)
- [Ask-A-Question \(AAQ\)](#) portal
- Prior [PIT Count Office Hours](#), including supporting materials and recordings
- [PIT Count and HIC Guidance](#), including the latest data collection [Notice](#) and HDX reporting guidance
- [FAQs](#)

